



Chelan County Planning Commission

Chair: Vicki Malloy Vice Chair: Jesse Redell

Commissioners District 1: Vicki Malloy, Ryan Kelso, James Wiggs

Commissioners District 2: Cherié Warren, Mike Sines, Christopher Dye

Commissioners District 3: David Donovick, Jesse Redell, Doug England

Meeting Agenda

Wednesday, May 24, 2023 at 7:00 PM

Chelan County Community Development

400 Douglas Street, Wenatchee, WA

Or via Zoom- details listed below:

Join Zoom Meeting

<https://us02web.zoom.us/j/83201305658?pwd=QzdXcUpNb1NTSkMwR0lwcjI0OG5zZz09>

Meeting ID: 832 0130 5658

Passcode: 140209

One tap mobile

+12532050468,,83201305658#,,,,*140209# US

+12532158782,,83201305658#,,,,*140209# US (Tacoma)

Meeting to Order

I. Administrative

A. Review/Approval of Minutes from April 26, 2023

II. Public Comment Period

Comment for any matters not identified on the agenda (limit 2 minutes per person)

III. Old Business

A. Planning Commission By-law Review

IV. New Business

A. Text Amendment Workshop

V. Discussion, at the Chair's discretion

VI. Adjournment *Meeting will go no longer than 9:00 PM.*

Materials available on the Community Development website

the Chelan County Website. A Copy of the Agenda may be reviewed online
<https://www.co.chelan.wa.us/community-development/pages/planning-commission>

Chelan County has been recording Planning Commission meetings which will continue to be accessible on the Community Development Planning Commission web page shortly after the meeting takes place.

**Next Regular Meeting
June 28, 2023 at 7:00 PM**

** All Planning Commission meetings and hearings are open to the public.*



CHELAN COUNTY PLANNING COMMISSION MINUTES

Chelan County Planning Commission
Chelan County Community Development VIA ZOOM

Date: April 26, 2023

Called to Order: 7:11 PM
316 Washington St., Suite 301
Wenatchee, WA 98801

CALL TO ORDER

Meeting was called to order at 7:11 PM

COMMISSIONER PRESENT/ABSENT

Doug England	Present	Cherie Warren	Absent
Vicki Malloy	Present	Mike Sines	Absent
Ryan Kelso	Present	David Donovick	Present
James Wiggs	Present	Christopher Dye	Absent
Jesse Redell	Present		

STAFF PRESENT

Cindy Wright, CD Office Manager
Torrey Herrington, Permit Clerk
Deanna Walters, CD Director
Jessica Thompson, Permit Clerk

PUBLIC PRESENT

NONE

Chairman Doug England asked the Planning Commission members if all had read the minutes from the March 26, 2023 meeting.

Motion to Approve March 26, 2023 Minutes made by Commissioner Vicki Malloy, Seconded by Commissioner Jesse Redell.

Vote- Unanimous, Motion Carried

PUBLIC COMMENT PERIOD FOR ITEMS NOT ON THE AGENDA

No Comments

OLD BUSINESS: None

New Business:

Pursuant to Article V. Officers of the Chelan County Planning Commission By-laws the following board members were nominated to serve as Officers for the 2023-2024 term.

Chair for 2023-2024 term

Vicki Malloy nominated by Planning commissioner Ryan Kelso

Second made by commissioner Doug England.

Vote- Unanimous

Hearing no other nominations, nominations closed

Vice Chair for the 2023-2023 term

Jesse Redell nominated by planning commissioner Ryan Kelso

Vote- Unanimous

Hearing no other nominations, nominations closed.

Review of Chelan County Planning commission By-laws:

Motion made to postpone review for further consideration made by Planning Commissioner Doug England

Second made by commissioner Ryan Kelso

Vote: Unanimous

Discussion at the Chair's Discretion:

Vicki Malloy introduction of new Planning Commissioners who were appointed by Chelan County Commissioners. Planning Commissioner Mike Sines for Ed Martinez as he finished his first term, and Christopher Dye who stepped in to complete Joel Walinski's term who stepped down.

Chelan County Community Development director Deanna Walters brings up there will be the first round of Zoning Code Amendments for review coming up in addition to the by-law review.

ADJOURNMENT

Meeting Adjourned at 7:30 pm.

Next Planning Commission Meeting to be held on May 24, 2023, at 7:00 pm
All Planning Commission meetings and hearings are open to the public.



Chelan County Planning Commission Bylaws

Article I. Meetings

Meetings of the Chelan County Planning Commission shall be held in the meeting room of the Chelan County Board of Commissioners, at 400 Douglas Street, Wenatchee, or such other place as the Chairman shall designate, on the fourth Wednesday of each month of each calendar year at a time selected by the membership. Notice of meetings and hearings shall comply with Chelan County Code Title 14. All meetings shall be open to the public.

Article II. Quorum

A majority of voting members shall constitute a quorum for the transaction of any business that may come before any regular or special meeting of the Planning Commission.

Article III. Planning Commissioner Appointments

Planning Commission members are appointed by the elected County Commissioners to represent each respective region. Appointments are made in four (4) year terms and may be extended two more terms but not to exceed twelve (12) years.

Filling of vacant positions with greater than two (2) years remaining will be considered a full term appointment. Filling of vacant positions with less than two (2) years remaining will not be considered a term and may result in the appointed Commissioner serving more than twelve (12) years.

Article IV. Duties and Discipline

Regular attendance is important to understanding the various and complex issues addressed by the Planning Commission. If a member has three (3) unexcused absences or misses more than six meetings in a twelve month period

said member shall be recommended, to the Board of County Commissioners, for dismissal upon a majority vote of the Planning Commission.

Article V. Officers

The officers of the Planning Commission shall be the Chairman and Vice Chairman. The officers shall be elected at the first meeting in January of each calendar year and shall hold office until their successors have been elected. The Director of the Chelan County Community Development, or designee, shall serve ex officio without vote, as the Executive Secretary. Vacancies in office shall be filled by special election except that the Vice Chairman shall automatically succeed to the vacant office of Chairman. The duties of the officers shall be those usually pertaining to their respective offices. The Executive Secretary shall keep a record of all meetings, resolutions, transactions, findings, and determinations of the Planning Commission. Said records shall be public records and shall be available for inspection at any time.

Article VI. The Planning Staff

The planning staff shall consist of the Director of the Chelan County Community Development and such other personnel as are deemed necessary. The Director shall be responsible for the performance of all administrative functions assigned to or connected with the Planning Commission and, at the request of the Planning Commission, the Director shall be responsible for all research activities undertaken by the Planning Commission. It shall be the duty of the Director to make available to the County Commissioners and all other duly elected or appointed officers of the County government, all records and completed studies undertaken by the Planning Commission and to otherwise assist them in the performance of their office through consultation and the furnishing of information.

Article VII. Advisors

In addition to the Chelan County Community Development staff, technical and professional assistance to the Planning Commission in the pursuit of its duties and responsibilities may be solicited from any other department of County government. Legal counsel shall be provided by the office of the County Prosecuting Attorney to the Planning Commission upon request.

Article VIII. Voting

Each regularly appointed member, including the Chairman, shall be entitled to one vote on any matter that may come before the Planning Commission. The record shall show the individual vote of each member.

The approval of a comprehensive plan, or any amendment, extension, or addition thereto; or the recommendation to the Board of any official control or amendments, such as code amendments, shall require the affirmative vote of not less than a majority of the total members of the Planning Commission.

Passage of other matters, upon which the Planning Commission is authorized to act, shall require the affirmative vote of a majority of those members in session at the time.

Failure of a motion to approve any matter upon which the Planning Commission is authorized to act, shall be deemed denial. Failure of a motion to deny any matter on which the Planning Commission is authorized to act, shall not constitute approval.

Article IX. Hearing of Cases

Hearings shall be in accordance with Chelan County Code. Rules for conducting a Hearing shall be kept on file and up dated as appropriate. Hearings may be postponed or continued by the Planning Commission, until the next regular hearing or to a specified date, time and location. An applicant may appear in person or be represented at the hearing. Any person present either in favor of or opposed to an application may be heard.

Article X. Final Action on Cases

The Planning Commission shall include findings of fact supporting any action upon which it is authorized to act. A clear description of conditions necessary to carry out the spirit and intent of the Chelan County Comprehensive Plan and Chelan County Code shall be included with their action. The Executive Secretary shall submit to the Board of Chelan County Commissioners, in writing, the recommendation of the Planning Commission in accordance with Chelan County Code Title 14, and it shall be accompanied by the motion and the findings of fact considered at the hearing.

Article XI. Amendment

The Planning Commission, on fifteen (15) days written notice to the membership, may by a majority vote make, alter, or rescind these bylaws at any regular or special meeting.

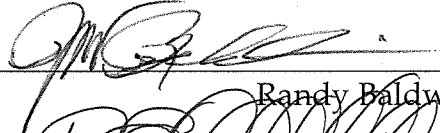
Approved and adopted by the Chelan County Planning Commission, Chelan County, Washington, at a meeting of its member on this 12 day of JAN 2010.



Donald "Joe" Bell, Chairman



Jim Newberry, Vice Chairman



Randy Baldwin



Ronald Coulter



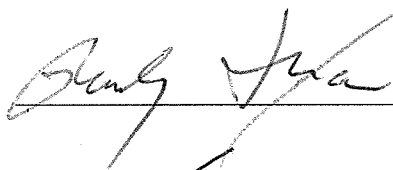
Jim Blair



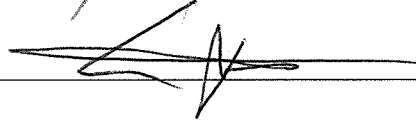
Donn Etherington



Pat Hammersmith



Randy Sexauer



Aaron Young

Highway Low Impact Business Activity (NEW)

11.04.020

District Use Chart

USE/ACTIVITY	RR20	RR10	RR5	RR2.5	RW	RRR	RV	RC	RI	RP	AC	FC	MC
Accessory Dwelling Unit	A(1)	A(1)	A(1)	A(1)	A(1)	A(1)	A(1)				A(1)	A(1)	
Agricultural Structure	P	P	P	P	A	A	P	A	P	P	P	P	P
Accessory Use/Structure ¹	A	A	A	A	A	A	A	A	A	A	A	A	A
Storage Container	A	A	A	A	A	A	A	A	A	A	A	A	A
Electric Vehicle Charging Station	P(1)	P(1)	P(1)	P(1)	P(1)	P(1)	P(1)	P(1)	P(1)	P(1)	P(1)	P(1)	P(1)
Fences	P(1)	P(1)	P(1)	P(1)	P(1)	P(1)	P(1)	P(1)	P(1)	P(1)	P(1)	P(1)	P(1)
Isolated Cottage Industries		CUP	CUP	CUP						CUP			
Isolated Nonresidential Uses	CUP	CUP	CUP	CUP	CUP	CUP	CUP			CUP	CUP	CUP	
Isolated Small-Scale Businesses	CUP	CUP	CUP	CUP	CUP	CUP	CUP			CUP			
Recreation/Tourist Uses ²	CUP	CUP	CUP	CUP	CUP	CUP	CUP	CUP		CUP	CUP	CUP	
Planned Developments		P(1)	P(1)	P(1)	P(1)	P(1)	P(1)	P(1)	P(1)	P(1)	P(1)		
Sign, Agricultural Identification								P			P		
Signs	A(1)	A(1)	A(1)	A(1)	A(1)	A(1)	A(1)	A(1)	A(1)	A(1)	A(1)	A(1)	A(1)
Land Division	P	P	P	P	P	P	P	P	P	P	P	P	P
Cluster Subdivision	P(1)	P(1)	P(1)	P(1)							P(1)	P(1)	
Indoor Cannabis Production/Processing	CUP	CUP							CUP		CUP		
Outdoor Cannabis Production/Processing	CUP												
<u>Highway Low Impact Business Activity</u>		<u>CUP</u>	<u>CUP</u>	<u>CUP</u>									

11.93.XXXX Highway low impact business activity (Development Standards):

1. The property/parcel must be existing in it’s current legally described configuration as of the date of adoption (insert date)
2. The property shall meet the minimum lot size of the underlying zoning designation as of the date of adoption (insert date)
3. The property shall have existing approved access from either a private road or direct access to the limited access state highway – no new access shall be permitted
4. No use requiring either a traffic study or required access improvements will be permitted

5. The property shall be adjacent to a US or State Route (US2, US97, US97A, SR207, SR150, SR971) and have 200 feet of continuous frontage on said US or State Route
6. The proposed commercial use shall not be elsewhere defined in the CCC
7. ****minimal impact on adjacent properties**
8. ****address lighting**
9. ****address hours of operation / noise**
10. ****limit number of employees**
11. Building footprint (cumulative for all structures) may not exceed **XX%** of total lot size.
12. No outdoor storage of materials or vehicles/machinery waiting for repair shall be permitted
13. Parking of commercial vehicles in use for the business shall be wholly screened from all adjacent residentially zoned properties.

New Definitions:

14.98.XXXX Highway low impact business activity

Commercial activity adjacent to State Highways that have minimal impact on adjacent residential uses, provide a local need for tourism support, and does not require upgraded existing access. This use is not designed for businesses that offer retail services generating daily customer traffic. Examples of this use may be a retreat facility, office headquarters for property owners business where no customers are onsite, or businesses where all activity occurs within a wholly enclosed structure with no outside employees such as owner operated boat/vehicle repair or small scale manufacturing. This use is intended to buffer residential uses in the Rural Residential zones from the impacts of being an adjacent or secondary lot along the State Highway.

14.98.XXXX Retreat Centers

A site that includes multiple buildings, outdoor recreation activities or relaxation/spa uses and may include overnight lodging for a duration no longer than 10 days and for no more than 50 total visitors. A retreat center has a community hall that serves as a common eating or gathering space. The property may be rented to more than one entity/family/group at a time. The Retreat Center may have an onsite property manager and multiple employees that work onsite to accommodate cleaning, cooking, and Center maintenance.

14.98.XXXX Retreat facility

a one unit site utilized by a single entity/family that includes overnight, short-term group lodging for no more than 36 guests of the same function, has a common kitchen, indoor and outdoor eating/dining area(s), and indoor and outdoor living and gathering areas, outdoor recreation activities/uses, such as a swimming pool, hot tub, yard game area, firepit, etc., in a rural setting. No onsite employees or property managers.

11.88.030 Livestock.

(1) A fence adequate to contain the foul/animals shall be maintained at all times.

(2) Animal Densities.

(A) Inside a county urban growth area:

(i) Lots less than one acre:

(a) No livestock.

(b) Four poultry, rabbits or other similarly sized animals, excluding roosters, within a fenced area adequate to contain the foul/animals.

(c) Two pot belly pigs, within a fenced area adequate to contain the animals.

(ii) Lots one acre or greater:

(a) One head of livestock per acre of fenced area adequate to contain the animals, including cattle, bison, sheep, goats, swine, horses, mules, llamas, ostriches and other like animals.

(b) Twelve poultry, rabbits or other similarly sized animals per acre of fenced area, adequate to contain the foul/animals.

(c) Two pot belly pigs, within a fenced area adequate to contain the animals.

(B) Outside an urban growth area:

(i) Lots less than one-half acre:

(a) No livestock.

(b) Twenty-four poultry, rabbits or other similarly sized animals excluding roosters within a fenced area adequate to contain the foul/animals.

(c) Two pot belly pigs, within a fenced area adequate to contain the animals.

(ii) Lots one-half acre or greater, but less than five acres:

(a) One head of livestock per one-half acre of fenced area adequate to contain the animals, including cattle, bison, sheep, goats, swine, horses, mules, llamas, ostriches and other like animals.

(b) Twenty-four poultry, rabbits or other similarly sized animals per one-half acre, of fenced area, adequate to contain the foul/animals. Roosters are limited to one per half-acre, of fenced area, adequate to contain the foul/animals.

(c) Two pot belly pigs, within a fenced area adequate to contain the animals.

(iii) Lots five acres or greater:

(a) Four head of livestock per acre of fenced area adequate to contain the animals, including cattle, bison, sheep, goats, swine, horses, mules, llamas, ostriches and other like animals.

(b) Twenty-four poultry, rabbits or other similarly sized animals per one-half acre of fenced area, adequate to contain the fowl/animals. Roosters are limited to two per acre, of fenced area, adequate to contain the fowl/animals.

(c) Two pot belly pigs, within a fenced area adequate to contain the animals.

11.88.200 Accessory dwelling unit.

Accessory dwelling units shall meet the following criteria:

(1) There shall be no more than one accessory dwelling unit per lot in conjunction with a single-family dwelling unit, or duplex.

(2) An accessory dwelling unit may be attached to, created within, or detached from a new or existing single-family dwelling unit.

(3) The accessory dwelling unit will require one parking space, which is in addition to any off-street spaces required for the primary residence, unless used as a Short Term Rental pursuant to 11.88.290 (additional parking required).

(4) The floor area of the accessory dwelling unit may be attached to, created within, or detached from a new or existing single-family dwelling unit; provided, that the floor area of an accessory dwelling shall not exceed one thousand two hundred (1,200) square feet. Excluded from the calculation of the allowed floor area are the following: garages, and any space subservient to the primary garage use (e.g., storage, mechanical, ~~bathroom, utility room~~), carports, ~~stairwells~~ and ~~uncovered~~ decks.

(5) The property owner (which shall include title holders and contract purchasers) shall occupy either the primary unit or the accessory unit as their permanent residence only if property is permitted and used as a Short Term Rental, pursuant to 11.88.290.

(6) No recreational vehicle shall be considered an accessory dwelling unit.

(7) A common driveway servicing both the existing or new single-family dwelling unit and the accessory dwelling unit shall be used to the greatest extent possible.

~~(8) Both the titleholder and the director of the Chelan County community development department shall sign a notice to title. Said notice to title shall be notarized, and be recorded by the Chelan County auditor for the property prior to building permit issuance stating:~~

~~The separate sale or division of the accessory dwelling unit from the single family dwelling unit is prohibited, unless all standards in zoning and subdivision can be met. This covenant is intended to run with the land burdening and benefiting the parties' successors and assigns.~~

14.98.050 Accessory dwelling unit.

“Accessory dwelling unit” means a separate dwelling unit, which may be attached, detached, or located within the primary residence. No mobile home unless placed on a permanent foundation or recreational vehicle shall be an accessory dwelling unit. Such dwelling shall be subject to the requirements and conditions provided in Chapter [11.88](#). (Res. 2020-68 (Exh. C) (part), 6/16/20; Res. 2012-78 (part), 8/14/12).

14.98.625 Dwelling unit.

“Dwelling unit” means one or more rooms designed, occupied or intended for occupancy as a separate living quarters with exterior access, sleeping, sanitary facilities and kitchen facilities provided within the dwelling unit for the exclusive use of a single household. Sleeping facilities do not require a bed, but only space for sleeping accommodation(s). Kitchen facilities do not require permanent components and may include non-permanent components such as microwaves, hotplates and/or refrigerators for functionality. (Res. 2021-95 (Att. A), 7/27/21; Res. 2020-68 (Exh. C) (part), 6/16/20; Res. 2012-78 (part), 8/14/12).

11.88.170 Accessory uses and structures.

Accessory uses are permitted upon compliance with the terms and provisions of this title. They must be clearly secondary to, supportive of, and must be compatible with the principal use(s) and consistent with the purpose and intent of the zoning district:

(1)(A) Fences shall be erected and maintained to a height not to exceed ~~six-seven (7)~~ feet in the side or rear yard area and four feet in the front yard, except on corner lots.

(B) Fences for public facilities, utilities, industrial, agricultural and commercial uses may be erected and maintained to a height not to exceed eight feet in the side or rear yard area and four feet in the front yard, except on corner lots.

(C) On corner lots, all fences located in the building setback for either street shall not exceed four feet, except where superseded by a clear view triangle (Section [11.88.090](#)) which limits height to three feet.

(D) Fences outside of the building setback or required yard areas do not have a height restriction.

(E) All fences over ~~six-seven (7)~~ feet (or as required by the International Building Codes, [3.04.100\(2\)](#)) require a building permit.

3.24.020 (d)

(d) Expedited Single-Family Permit Review. Gives the option to allow for expedited permit review of single-family residential permits depending upon staff availability. Expedited review may be processed as follows:

- (1) Request for expedited review will be processed on a “first come, first served” basis and reviews will only be conducted after normal business hours and dependent on staff availability.
- (2) Expedited permit review will be conducted in a manner so as not to interfere with processing of regular permit applications.
- (3) Staff will complete the first plan check review within two business days of receipt of a complete application for expedited permit review ~~(see also subsection (e)(1) of this section)~~.
- (4) If corrections are issued, the second plan check review will be conducted within two business days of receipt of all corrections from the applicant ~~(see also subsection (e)(1) of this section)~~.
- (5) Fee for the expedited permit review is inclusive of both building and permit center plan review efforts only. The expedited permit review fee is in addition to the normal base plan review and permit fees.
- (6) Request for expedited permit review will be conducted for any application requiring a discretionary permit (until the decision has been issued and the appeal period has expired) and projects requiring SEPA (until the appeal period has expired).
- (7) Fees for expedited permit review will be charged for each individual permit request related to a single-family residence.

~~(8) If staff does not deliver the application within the time frames outlined in subsections (e)(3) and (4) of this section, sixty percent of the expedited review fees will be returned to the applicant, with the remaining balance used to offset overtime pay to staff.~~

14.98.1535 Recreational vehicle park/campground.

“Recreational vehicle park/campground” means any lot or parcel of land upon which two-one or more recreational vehicle, camp sites, and/or lodge or cabin units, as allowed, are located, established, or maintained for occupancy ~~by recreational vehicles~~ as temporary living quarters for recreation or vacation purposes.

(1) “Major recreational vehicle (RV) parks/campgrounds” means ~~developed campgrounds~~ having more than fifty camp or RV sites, cabins and/or lodge units as allowed.

(2) “Minor recreational vehicle (RV) parks/campgrounds” means ~~developed campgrounds~~ having fifty or fewer camp or RV sites, cabins and/or lodge units as allowed. (Res. 2020-68 (Exh. C) (part), 6/16/20; Res. 2012-78 (part), 8/14/12).

12.14.050 Exemption categories and criteria.

The administrator may approve certificates of exemption based on one or more of the following exemption categories:

- (1) Platted Lots of Record. Any lot that is wholly within the boundaries of a recorded major subdivision, short plat or assessor's plats.
- (2) Over Twenty-Acre Lots. Any lot that is twenty or more acres or one-thirty-second of a section (RCW [58.17.040\(2\)](#)).
- (3) Laws of Descent. Any lot created by testamentary provisions or the laws of descent (RCW [58.17.040\(3\)](#)).
- (4) Division by Intervention. A lot created or reconfigured by a public road or intervening ownership. [An open, ungated, Forest Service Road is considered a public road for purposes of this exemption.](#)

12.24.015 All final land division review and approval requirements.

(1) All requests for final approval of a preliminarily approved land division must be submitted [to the legislative body of Chelan County for final approval, affixed with the required signatures of signing agencies of jurisdiction](#) within five years, unless otherwise defined by RCW [58.17.140](#), of said preliminary approval, after which time the preliminary approval is void. However, extensions may be granted by the administrator as follows:

For Reference:

 [RCW 58.17.140](#)

Time limitation for approval or disapproval of plats—Extensions.

(1) Preliminary plats of any proposed subdivision and dedication shall be approved, disapproved, or returned to the applicant for modification or correction within ninety days from date of filing thereof unless the applicant consents to an extension of such time period or the ninety day limitation is extended to include up to twenty-one days as specified under RCW [58.17.095\(3\)](#): PROVIDED, That if an environmental impact statement is required as provided in RCW [43.21C.030](#), the ninety day period shall not include the time spent preparing and circulating the environmental impact statement by the local government agency.

(2) Final plats and short plats shall be approved, disapproved, or returned to the applicant within thirty days from the date of filing thereof, unless the applicant consents to an extension of such time period.

(3)(a) Except as provided by (b) of this subsection, a final plat meeting all requirements of this chapter shall be submitted to the legislative body of the city, town, or county for approval within seven years of the date of preliminary plat approval if the date of preliminary plat approval is on or before December 31, 2014, and within five years of the date of preliminary plat approval if the date of preliminary plat approval is on or after January 1, 2015.

(b) A final plat meeting all requirements of this chapter shall be submitted to the legislative body of the city, town, or county for approval within ten years of the date of preliminary plat approval if the project is not subject to requirements adopted under chapter [90.58](#) RCW and the date of preliminary plat approval is on or before December 31, 2007.

(4) Nothing contained in this section shall act to prevent any city, town, or county from adopting by ordinance procedures which would allow extensions of time that may or may not contain additional or altered conditions and requirements.

13.04.150 Public notice.

(1) Whenever the county issues a DNS under WAC [197-11-340](#)(2) or a DS under WAC [197-11-360](#)(3), the county shall give public notice as follows:

(A) If public notice is required for a nonexempt license, the notice shall state whether a DS or DNS has been issued and when comments are due.

(B) If an environmental document is issued concurrently with the notice of application, the public notice requirements for the notice of application in RCW [36.70B.110](#)(4) will suffice to meet the SEPA public notice requirements in WAC [197-11-510](#)(1).

(C) If no public notice is otherwise required for the permit or approval, the county shall give notice of the DNS or DS by:

(i) Publishing notice in a newspaper of general circulation in the county, city or general area where the proposal is located; and

(ii) Posting the property, for site-specific proposals; and

(iii) Mailing to all property owners, as shown on the records of the county assessor, and all street addresses of properties within three hundred feet, [for site-specific proposals](#).