

City of Forks
Council Meeting Minutes Regular Session
City Council Chambers
May 26, 2026

Part 1 **PLEDGE OF ALLEGIANCE AND CALL TO ORDER**

0:01 Mayor Fletcher led the Pledge of Allegiance and then called the meeting to order at 7:30 p.m.

0:21 **ROLL CALL**

Council members present: Patel, Kimball, Soha, Gingell [arrived at 7:33 p.m.], Pearson, and Mayor Fletcher. Staff present: DePew, Clerk/Treasurer, Archer, Interim Attorney [present via Zoom], and Hampton, Public Works Director. Absent: Fleck, Attorney/Planner and Rowley, Police Chief.

MODIFICATIONS/APPROVAL OF AGENDA

0:41 **Motion** to approve the agenda as presented by Soha, second Patel, motion carried.

PUBLIC COMMENT

1:16 Lissy Andros, Executive Director Forks Chamber of Commerce, reported a busy kickoff to the summer season.

ACTION ITEMS

1. Council Meeting Minutes

1:51 **Motion** to approve minutes from the May 11, 2026 Regular Meeting by Patel, second Kimball, motion carried.

2. Expenditures

2:18 **Motion** to approve manual checks 45736 through 45754 in the amount of \$30,893.00, payroll checks 45737 through 45753 in the amount of \$84,606.68, and claim checks 45755 through 45786 and EFTs as included in the total amount of \$184,025.88, by Patel, second Kimball, motion carried.

3. Opportunity Zones Letter of Support

3:09 Colleen McAleer, Clallam County EDC Executive Director, presented information regarding the Emerald Coast Opportunity Zone, the EDC's application for census tracts in and around the City of Forks for inclusion in the Opportunity Zone, and their request for a letter of support for that application.

8:01 **Motion** to authorize staff to submit a letter of support for the Emerald Coast Opportunity Zone application to Governor Bob Ferguson by Gingell, second Soha, motion carried.

4. March 2026 Treasurer's Report

9:36 **Motion** to approve the March 2026 Treasurer's Report by Gingell, second Patel, motion carried.

5. Planning Commission Recommendations—Public Hearings

10:00 Mayor Fletcher introduced the public hearings to follow.

11:51 Interim Attorney Archer explained the proceedings to follow.

A. Ruble Rezone

14:51 Interim Attorney Archer asked Council questions to ensure the appearance of fairness.

16:26 Pearson said she has had contact with interested parties in the Ruble Rezone, and thinks it best she recuse herself from a vote on this matter.

17:33 Pearson exited Council chambers.

18:04 Mayor Fletcher explained the Rubles' request for the rezoning of their property, which the Planning Commission recommended approving.

19:02 Amy Ruble explained her position with the rezoning request.

19:53 Soha expressed concern about road maintenance.

20:21 Interim Attorney Archer explained the rezone is only the first step in any future development, and that issues concerning roads would be addressed later.

22:34 Mayor Fletcher asked if anyone present would like to comment on the proposed Ruble Rezone request. There was no public comment.

22:50 Mayor Fletcher asked if Council needed additional time to consider or deliberate on the rezone request. Council declined.

23:37 Interim Attorney Archer informed Council an ordinance approving the Ruble Rezone will be presented for action at the next Regular Meeting.

23:58 Pearson resumed her place in Council chambers.

B. Rezone Forks Airport

24:01 Mayor Fletcher explained the rezone request for the main portion of the Forks Municipal Airport, which the Planning Commission recommended approving.

- 25:05 Interim Attorney Archer directed Council to Attorney/Planner Fleck's staff report on the matter in their notebooks and invited questions. Council had no questions.
- 25:27 Mayor Fletcher asked if anyone present would like to comment on the proposed Ruble Rezone request. There was no public comment.
- 25:25 Mayor Fletcher asked if Council needed additional time to consider or deliberate on the rezone request. Council declined.
- 26:07 **Motion** to direct the Mayor and staff to prepare an ordinance approving the Applicant's request by Patel, second Soha, motion carried.
- C. Amend FMC 17.10.315 Definition of 'Mini-Storage Facility'
- 26:34 Mayor Fletcher explained the proposed change to the zoning code, which the Planning Commission recommended approving.
- 27:15 Mayor Fletcher invited the applicant, Patrick Anderson, to speak to his request.
- 27:22 Patrick Anderson explained his request, which would allow an array of shipping containers to serve as a 'mini-storage facility'.
- 28:32 Mayor Fletcher asked if Council had any questions for Mr. Anderson. Council had no questions.
- 28:44 Mayor Fletcher asked if anyone present would like to comment on the proposed change to the zoning code.
- 28:56 Lissy Andros said she is against the change to the zoning code because it could make Forks unattractive if empty lots become filled with shipping containers.
- 30:17 Pursuant to RCW 42.30.140(2), Mayor Fletcher asked if Council needed additional time to consider or discuss the proposed change in Executive or Closed Session.
- 30:54 Soha said he doesn't think the City's appearance will be negatively affected by the proposed change to the zoning code because not many properties are zoned for a mini-storage facility.
- 31:56 Mayor Fletcher said City Council had finished its deliberation on these items.

6. Ordinance No. 688: Zoning Definition Amendment

- 32:02 **Motion** to approve Ordinance No. 688 amending the definition of 'mini-storage facility' under FMC 17.10.315 by Soha, second Kimball, motion carried 3–2 with Patel and Pearson against.

32:52 **Executive Session**

Mayor Fletcher said Council will break into Executive Session for 15 minutes to discuss the legal risks of a proposed action when public discussion could have adverse legal or financial consequences for the City.

33:09 Mayor Fletcher said the Executive Session would begin at 8:05 p.m. and end at 8:20 p.m., and asked the public to exit Council chambers.

Part 2

0:00 Mayor Fletcher resumed the Regular Meeting to extend the Executive Session for 10 minutes to begin at 8:22 p.m. and end at 8:32 p.m.

Part 3

0:35 Mayor Fletcher resumed the Regular Meeting at 8:32 p.m.

7. Hoh Indian Tribe Intergovernmental Agreement

0:51 **Motion** to table this item until the June 8, 2026 Regular Meeting by Soha, second Patel, motion carried.

DISCUSSION ITEMS

1. Council Member Reports

1:11 **Council Member Patel** reported having spoken with Police Chief Rowley about the speeding through town, and suggested a more gradual speed reduction on either end of town.

3:55 **Council Member Kimball** agreed with Patel and said something needs to be done before there is a terrible accident.

4:14 **Council Member Soha** reminded Council the subject has been brought up in the past and that any change in speed limit requires approval from WSDOT. He said he would like to add more visible indicators that a speed limit reduction is coming as vehicles come into town. Mayor Fletcher commented that he has asked local businesses to sponsor radar signs for both ends of town, but has had no response.

6:48 **Council Member Pearson** reported having spoken with someone concerned about pedestrians in town, and asked about repainting crosswalks and using cameras to ticket speeders. Mayor Fletcher said crosswalks are painted in the summer and the City “missed that boat”, legally speaking, regarding traffic cameras. She then explained her recent post on social media regarding the Narcan dispenser at the Transit Center.

2. Staff Reports

12:08 **Public Works Director Hampton** reported that bids on the E Street project have been opened, and he should have something for Council at the next Regular Meeting. He also said he attended the Transportation Improvement Board

meeting, where, among other things, complaints about chip-seal projects funded by TIB grants and creation of a district that could generate tax revenue for communities experiencing high tourism rates were discussed.

3. Mayor's Report

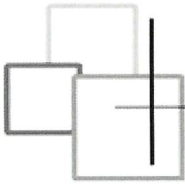
15:44 Mayor Fletcher spoke about conversations with other mayors regarding TIB chip-seal projects, and said he would like staff and Council to be genuine, and not use AI, when dealing with City matters and the public.

4. ADJOURNMENT

17:35 **Motion** to adjourn by Soha, second Gingell, motion carried. Meeting adjourned at 8:49 p.m.

Tim Fletcher, Mayor

Caryn DePew, Clerk/Treasurer



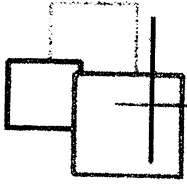
Voucher Directory

Fiscal: : 2026 - May

Council Date: : 2026 - May - Manuals Second Council

Vendor	Number	Reference	Account Number	Description	Amount
Clallam County PUD	45787				
		05026/PUD			
			PUD		
			001-000-000-512-52-47-00	PUD Services	\$358.00
			001-000-000-514-23-47-00	PUD Services	\$252.71
			001-000-000-521-20-47-00	PUD Services	\$421.18
			001-000-000-523-61-47-00	PUD Services	\$484.35
			001-000-000-576-80-47-00	PUD Services	\$58.38
			001-000-000-576-80-47-00	PUD Services	\$86.84
			001-000-000-576-80-47-71	PUD Services	\$102.70
			001-000-000-576-80-47-72	PUD Services	\$93.43
			001-000-000-576-80-47-73	PUD Services	\$150.91
			101-000-000-542-31-47-00	PUD Services	\$220.58
			101-000-000-542-31-47-00	PUD Services	\$70.90
			101-000-000-542-31-47-00	PUD Services	\$721.03
			101-000-000-542-31-47-00	PUD Services	\$69.79
			150-000-000-547-10-47-01	PUD Services	\$406.87
			400-000-000-534-80-47-00	PUD Services	\$638.02
			400-000-000-534-80-47-00	PUD Services	\$294.82
			400-000-000-534-80-47-00	PUD Services	\$59.86
			400-000-000-534-80-47-41	PUD Services	\$782.18
			400-000-000-534-80-47-42	PUD Services	\$778.01
			400-000-000-534-80-47-44	PUD Services	\$351.90
			400-000-000-534-80-47-46	PUD Services	\$143.87

Vendor	Number	Reference	Account Number	Description	Amount
			402-000-000-535-80-47-00	PUD Services	\$105.29
			402-000-000-535-80-47-50	PUD-Biosolids Bldg	\$636.26
			402-000-000-535-80-47-51	PUD-Pump Station	\$121.82
			402-000-000-535-80-47-52	PUD-Lab	\$2,398.04
			410-000-000-546-10-47-00	PUD Services	\$238.23
			410-000-000-552-10-47-00	PUD Services	\$189.53
			410-000-000-552-50-47-00	PUD Services	\$362.75
			410-000-000-575-50-47-00	PUD Services	\$560.78
			412-000-000-546-10-47-00	PUD Services	\$55.49
			412-000-000-546-10-47-00	PUD Services	\$116.65
			412-000-000-546-10-47-00	PUD Services	\$70.53
		Total 05026/PUD			\$11,401.70
	Total 45787				\$11,401.70
Total Clallam County PUD					\$11,401.70
Grand Total		Vendor Count	1		\$11,401.70



Fund Transaction Summary

Transaction Type: Invoice
Fiscal: 2026 - May - Manuals Second Council

001	General Fund	
101	Street	\$2,008.50
150	Transit Center Fund	\$1,082.30
400	Water	\$406.87
402	Sewer	\$3,048.66
410	Airport/Industrial Park	\$3,261.41
412	Quillayute Airport	\$1,351.29
	Count: 7	\$242.67
		\$11,401.70

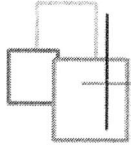
I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Forks, and that I am authorized to authenticate and certify to said claim.

Signed: _____
Title: Accounting Technician

Date: _____

Audited and ordered paid by Forks City Council:

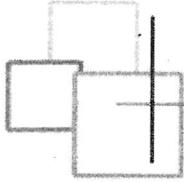
Auditing Committee



Register

Number	Name	Fiscal Description	Amount
<u>45788</u>	AFLAC Remittance Processing	2026 - June - First Council Date	\$21.00
<u>45789</u>	AWC Employee Benefit Trust	2026 - June - First Council Date	\$55,492.12
<u>45790</u>	AWC Life Ins - Supplemental	2026 - June - First Council Date	\$37.10
<u>45791</u>	Department of Employment Security	2026 - June - First Council Date	\$152.90
<u>45792</u>	Dept of Labor & Industry	2026 - June - First Council Date	\$2,101.43
<u>45793</u>	Dept of Retirement - Def Comp	2026 - June - First Council Date	\$608.59
<u>45794</u>	Dept of Retirement - Def Comp - Roth	2026 - June - First Council Date	\$54.89
<u>45795</u>	Dept of Retirement Systems-LEOFF	2026 - June - First Council Date	\$2,645.78
<u>45796</u>	Dept of Retirement Systems-PERS 2	2026 - June - First Council Date	\$4,226.14
<u>45797</u>	Dept of Retirement Systems-PERS 3	2026 - June - First Council Date	\$610.12
<u>45798</u>	Dept of Retirement Systems-PSERS	2026 - June - First Council Date	\$2,034.31
<u>45799</u>	EFTPS	2026 - June - First Council Date	\$17,415.19
<u>45800</u>	Employment Security Dept - PFML	2026 - June - First Council Date	\$617.00
<u>45801</u>	HRA Veba Trust	2026 - June - First Council Date	\$1,057.68
<u>45802</u>	Northwest Administrators	2026 - June - First Council Date	\$3,482.60
<u>45803</u>	Teamsters Local 589	2026 - June - First Council Date	\$296.50
<u>45804</u>	United Way	2026 - June - First Council Date	\$38.00
<u>45805</u>	WA Cares	2026 - June - First Council Date	\$324.47
<u>45806</u>	Washington State Support Registry	2026 - June - First Council Date	\$317.00
<u>Direct Deposit Run - 6/5/2026</u>	Payroll Vendor	2026 - June - First Council Date	\$56,711.62

\$148,244.44



Fund Transaction Summary

Transaction Type: Invoice
Fiscal: 2026 - June - First Council Date

Fund Number	Description	Amount
001	General Fund	\$83,350.99
101	Street	\$9,211.40
140	Lodging Tax Fund	\$944.76
150	Transit Center Fund	\$292.54
400	Water	\$34,546.95
402	Sewer	\$13,874.01
410	Airport/Industrial Park	\$6,023.79
	Count: 7	\$148,244.44

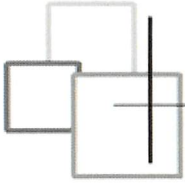
I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Forks, and that I am authorized to authenticate and certify to said claim.

Signed: _____
Title: Accounting Technician

Date: _____

Audited and ordered paid by Forks City Council:

Auditing Committee



Voucher Directory

Fiscal: : 2026 - June

Council Date: : 2026 - June - First Council Date

Vendor	Number	Reference	Account Number	Description	Amount
Beckwith Consulting Group					
	45807			2026 - June - First Council Date	
		#13B			
			GMA Grant		
			001-000-000-558-61-41-03	GMA Grant Prof Serv GMA	\$3,200.00
		Total #13B			\$3,200.00
		Beckwith-3B			
			Tillicum Park Improvements		
			001-000-000-594-76-63-01	Tillicum Park Improvements GMA	\$2,431.25
			010-000-000-594-76-63-01	Tillicum Park Improvements	\$2,431.25
		Total Beckwith-3B			\$4,862.50
	Total 45807				\$8,062.50
Total Beckwith Consulting Group					\$8,062.50
C C District Court II					
	45808			2026 - June - First Council Date	
		062026/CCDC2			
			Cases Filed		
			001-000-000-512-52-41-02	Cases Filed	\$239.00
		Total 062026/CCDC2			\$239.00
	Total 45808				\$239.00
Total C C District Court II					\$239.00

City of Forks - Water

Vendor	Number	Reference	Account Number	Description	Amount
	45809		2026 - June - First Council Date		
		062026/Water			
			Water		
			001-000-000-512-52-47-01	Water Services	\$130.88
			001-000-000-514-23-47-01	Water	\$91.62
			001-000-000-521-20-47-01	Water	\$150.51
			001-000-000-523-61-47-01	Water	\$78.53
			001-000-000-523-61-47-01	Water	\$92.17
			001-000-000-554-31-47-00	Water	\$39.29
			001-000-000-576-80-47-01	Water	\$97.02
			001-000-000-576-80-47-01	Water	\$97.02
			001-000-000-576-80-47-01	Water	\$4,232.07
			101-000-000-542-31-47-01	Water	\$111.25
			140-000-000-557-30-47-01	VIC/Museum Water	\$97.02
			150-000-000-547-10-47-00	Water	\$135.21
			400-000-000-534-80-47-01	Water	\$32.72
			400-000-000-534-80-47-01	Water	\$4.85
			402-000-000-535-80-47-01	Water	\$237.82
			410-000-000-552-10-47-01	Water	\$58.89
			410-000-000-552-50-47-01	Water	\$97.02
			410-000-000-575-50-47-01	Water	\$39.29
		Total 062026/Water			\$5,823.18
	Total 45809				\$5,823.18
Total City of Forks - Water					\$5,823.18
Clallam County Sheriff Dept.					
	45810		2026 - June - First Council Date		
		C26-015			
			Inmate Expenses		
			001-000-000-523-61-49-01	County Jail Expenses	\$49.38
		Total C26-015			\$49.38
	Total 45810				\$49.38
Total Clallam County Sheriff Dept.					\$49.38

Vendor	Number	Reference	Account Number	Description	Amount
Clallam Public Defender					
	45811			2026 - June - First Council Date	
		062026/Public Defender			
			Public Defender Services		
			001-000-000-512-52-41-00	Public Defender	\$2,833.33
		Total 062026/Public Defender			\$2,833.33
	Total 45811				\$2,833.33
Total Clallam Public Defender					\$2,833.33
Clearly Communications					
	45812			2026 - June - First Council Date	
		INV824792			
			VOIP Telephone Service SBN112650		
			001-000-000-514-23-42-00	Communications	\$80.24
			001-000-000-521-20-42-00	Communication	\$40.41
			001-000-000-523-61-42-00	Communication	\$40.41
			400-000-000-534-80-42-00	Communication	\$123.23
			402-000-000-535-80-42-00	Communication	\$42.98
			410-000-000-546-10-42-00	Communication	\$40.12
		Total INV824792			\$367.39
	Total 45812				\$367.39
Total Clearly Communications					\$367.39
Flynn BEC LP					
	45813			2026 - June - First Council Date	
		155416			
			ICN Roof Repairs-Less Retainage		
			304-000-000-594-13-60-21	ICN Upgrades	\$4,406.12
		Total 155416			\$4,406.12
	Total 45813				\$4,406.12
Total Flynn BEC LP					\$4,406.12
Forks Forum					
	45814			2026 - June - First Council Date	

Vendor	Number	Reference	Account Number	Description	Amount
		2026/Forks Forum			
			1 Year Subscription		
			001-000-000-514-23-31-00	Operating Supplies	\$19.44
			400-000-000-534-80-31-00	Operating Supplies	\$31.68
			402-000-000-535-80-31-00	Operating Supplies	\$10.80
			410-000-000-546-10-31-00	Operating Supplies	\$10.08
		Total 2026/Forks Forum			\$72.00
	Total 45814				\$72.00
Total Forks Forum					\$72.00
ICI Inc.					
	45815	2026 - June - First Council Date			
		5003800			
			Rock-Jacoby Project		
			400-000-000-534-80-31-00	Operating Supplies	\$870.12
		Total 5003800			\$870.12
	Total 45815				\$870.12
Total ICI Inc.					\$870.12
Mahoney Planning, LLC					
	45816	2026 - June - First Council Date			
		26-05			
			Interim Sepa Consultant		
			001-000-000-558-61-41-00	Professional Services	\$195.00
		Total 26-05			\$195.00
	Total 45816				\$195.00
Total Mahoney Planning, LLC					\$195.00
Osland, John					
	45817	2026 - June - First Council Date			
		062026/Osland			
			Water Refund-Closed Acct.		
			400-000-000-534-80-49-02	Water Utilities Refund Acc	\$66.03
		Total 062026/Osland			\$66.03

Vendor	Number	Reference	Account Number	Description	Amount
	Total 45817				\$66.03
Total Osland, John					\$66.03
Pacific Forest Mgmt Inc	45818			2026 - June - First Council Date	
		8622			
			King Ranch Culvert Review		
			101-000-000-542-31-41-00	Professional Services	\$1,758.09
		Total 8622			\$1,758.09
	Total 45818				\$1,758.09
Total Pacific Forest Mgmt Inc					\$1,758.09
Pacific Office Equipment Inc.	45819			2026 - June - First Council Date	
		1179198			
			Copier		
			001-000-000-523-61-31-00	Operating Supplies	\$29.64
		Total 1179198			\$29.64
		1179199			
			Copier		
			001-000-000-521-20-31-00	Operating Supplies	\$41.02
		Total 1179199			\$41.02
		1179200			
			Copier		
			001-000-000-515-31-31-00	Operating Supplies	\$44.22
			001-000-000-558-61-31-00	Operating Supplies	\$44.22
			101-000-000-542-31-31-00	Operating Supplies	\$44.22
			400-000-000-534-80-31-00	Operating Supplies	\$132.67
			402-000-000-535-80-31-00	Operating Supplies	\$88.45
			410-000-000-552-10-31-00	Operating Supplies	\$88.45
		Total 1179200			\$442.23
	Total 45819				\$512.89
Total Pacific Office Equipment Inc.					\$512.89

Vendor	Number	Reference	Account Number	Description	Amount
Plumley, William L.					
	45820			2026 - June - First Council Date	
		082404			
			Interpreter Services		
			001-000-000-521-20-41-11	Interpreter	\$455.00
		Total 082404			\$455.00
	Total 45820				\$455.00
Total Plumley, William L.					\$455.00
Precision Approach Engineering					
	45821			2026 - June - First Council Date	
		7291			
			FAA Runway Improve. Engineering		
			412-000-000-594-46-63-01	Runway Improvements	\$3,500.00
		Total 7291			\$3,500.00
	Total 45821				\$3,500.00
Total Precision Approach Engineering					\$3,500.00
Rice, Granville					
	45822			2026 - June - First Council Date	
		062026/Rice			
			MC Premium		
			001-000-000-521-20-41-15	Rice	\$202.90
		Total 062026/Rice			\$202.90
	Total 45822				\$202.90
Total Rice, Granville					\$202.90
T. Bruce Braithwaite & Carla Hinch					
	45823			2026 - June - First Council Date	
		052026/Braithwaite & Hinch			
			Reimb Interest Paid		
			130-000-000-559-30-49-00	Misc	\$8,851.58
		Total 052026/Braithwaite & Hinch			\$8,851.58
	Total 45823				\$8,851.58

Vendor	Number	Reference	Account Number	Description	Amount
Total T. Bruce Braithwaite & Carla Hinch					\$8,851.58
Tara Dunford, CPA					
	45824			2026 - June - First Council Date	
		2788			
			2025 Annual Reporting		
			001-000-000-514-23-31-00	Operating Supplies	\$553.50
			400-000-000-534-80-31-00	Operating Supplies	\$902.00
			402-000-000-535-80-31-00	Operating Supplies	\$307.50
			410-000-000-546-10-31-00	Operating Supplies	\$287.00
		Total 2788			\$2,050.00
	Total 45824				\$2,050.00
Total Tara Dunford, CPA					\$2,050.00
Technical Systems Inc					
	45825			2026 - June - First Council Date	
		26017-002			
			VFD for Screw Press		
			402-000-000-535-80-35-01	Biosolids - Mach & Eqmpt	\$3,628.98
		Total 26017-002			\$3,628.98
	Total 45825				\$3,628.98
Total Technical Systems Inc					\$3,628.98
TimeKeeping Systems, Inc.					
	45826			2026 - June - First Council Date	
		FOR0202614117			
			Guard Support		
			001-000-000-523-61-41-00	Professional Services	\$395.00
		Total FOR0202614117			\$395.00
	Total 45826				\$395.00
Total TimeKeeping Systems, Inc.					\$395.00
US Bank					
	45827			2026 - June - First Council Date	

Vendor	Number	Reference	Account Number	Description	Amount
		062026/US Bank			
			Credit Cards		
			001-000-000-511-61-49-00	Misc	\$12.42
			001-000-000-514-23-31-00	Operating Supplies	\$7.40
			001-000-000-514-23-41-00	Professional Services	\$90.07
			001-000-000-514-23-41-00	Professional Services	\$20.15
			001-000-000-515-31-31-00	Operating Supplies	\$12.65
			001-000-000-515-31-49-00	Misc.	\$97.74
			001-000-000-521-20-31-00	Operating Supplies	\$19.54
			001-000-000-521-20-31-00	Operating Supplies	\$8.25
			001-000-000-521-20-31-00	Operating Supplies	\$259.96
			001-000-000-521-20-41-00	Professional Services	\$100.47
			001-000-000-521-20-41-00	Professional Services	\$22.47
			001-000-000-521-20-48-00	Repair & Maintenance	\$42.47
			001-000-000-521-20-49-00	Misc.	\$97.74
			001-000-000-523-61-31-00	Operating Supplies	\$7.68
			001-000-000-523-61-31-05	Inmate Welfare & Concessions	\$88.94
			001-000-000-523-61-41-00	Professional Services	\$93.54
			001-000-000-523-61-41-00	Professional Services	\$20.92
			001-000-000-554-31-48-00	Repair & Maintenance	\$736.17
			001-000-000-558-50-31-00	Operating Supplies	\$0.53
			001-000-000-558-61-31-00	Operating Supplies	\$12.65
			001-000-000-576-80-31-00	Operating Supplies	\$2,384.18
			101-000-000-542-31-31-00	Operating Supplies	\$164.84
			101-000-000-542-31-31-00	Operating Supplies	\$4,896.77
			101-000-000-542-31-31-00	Operating Supplies	\$2.10
			101-000-000-542-31-31-00	Operating Supplies	\$199.00
			101-000-000-542-31-31-00	Operating Supplies	\$2.28
			101-000-000-542-31-41-00	Professional Services	\$6.20
			101-000-000-542-31-41-00	Professional Services	\$27.71
			400-000-000-534-80-31-00	Operating Supplies	\$91.91
			400-000-000-534-80-31-00	Operating Supplies	\$88.55
			400-000-000-534-80-31-00	Operating Supplies	\$44.66
			400-000-000-534-80-31-00	Operating Supplies	\$6.30

Vendor	Number	Reference	Account Number	Description	Amount
			400-000-000-534-80-31-00	Operating Supplies	\$398.04
			400-000-000-534-80-31-00	Operating Supplies	\$25.29
			400-000-000-534-80-31-00	Operating Supplies	\$778.09
			400-000-000-534-80-31-00	Operating Supplies	\$18.51
			400-000-000-534-80-31-00	Operating Supplies	\$228.89
			400-000-000-534-80-41-00	Professional Services	\$50.38
			400-000-000-534-80-41-00	Professional Services	\$129.00
			400-000-000-534-80-41-00	Professional Services	\$169.00
			400-000-000-534-80-41-00	Professional Services	\$10.90
			400-000-000-534-80-41-00	Professional Services	(\$10.90)
			400-000-000-534-80-41-00	Professional Services	\$225.18
			400-000-000-534-80-41-00	Professional Services	\$169.00
			400-000-000-534-80-41-42	Testing	\$78.00
			402-000-000-535-80-31-00	Operating Supplies	\$56.50
			402-000-000-535-80-31-00	Operating Supplies	\$1.58
			402-000-000-535-80-31-00	Operating Supplies	\$667.19
			402-000-000-535-80-31-00	Operating Supplies	\$7.12
			402-000-000-535-80-41-00	Professional Services	\$86.61
			402-000-000-535-80-41-00	Professional Services	\$155.00
			402-000-000-535-80-41-00	Professional Services	\$19.38
			402-000-000-535-80-41-52	Testing	\$966.00
			402-000-000-535-80-41-52	Testing	\$246.00
			402-000-000-535-80-43-00	Travel	\$11.00
			410-000-000-546-10-31-00	Operating Supplies	\$5.69
			410-000-000-546-10-41-00	Professional Services	\$15.50
			410-000-000-546-10-41-00	Professional Services	\$69.29
			410-000-000-546-10-48-68	Batwing Mower (both airports)	\$59.00
			410-000-000-552-10-31-00	Operating Supplies	\$25.29
			Total 062026/US Bank		\$14,326.79
			Total 45827		\$14,326.79
			Total US Bank		\$14,326.79

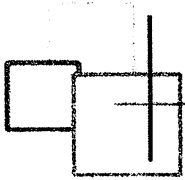
Utilities Underground Location Center
45828

2026 - June - First Council Date

Vendor	Number	Reference	Account Number	Description	Amount
		6050166			
			Locates		
			400-000-000-534-80-41-00	Professional Services	\$17.93
		Total 6050166			\$17.93
	Total 45828				\$17.93
Total Utilities Underground Location Center					\$17.93
WA Dept of Corrections					
	45829			2026 - June - First Council Date	
		S1013748			
			Inmate Food		
			001-000-000-523-61-31-11	27000groceries-Food	\$2,035.60
		Total S1013748			\$2,035.60
		S1014018			
			Inmate Food		
			001-000-000-523-61-31-11	27000groceries-Food	\$1,912.80
		Total S1014018			\$1,912.80
	Total 45829				\$3,948.40
Total WA Dept of Corrections					\$3,948.40
WA Dept Rev Excise Tax					
	062026/Excise Tax EFT			2026 - June - First Council Date	
		062026/Excise			
			Excise Tax		
			101-000-000-542-31-31-00	Operating Supplies	\$17.11
			400-000-000-534-80-31-00	Operating Supplies	\$34.23
			400-000-000-534-80-31-00	Operating Supplies	\$19.69
			400-000-000-534-80-31-00	Operating Supplies	\$64.77
			400-000-000-534-80-31-00	Operating Supplies	\$3.84
			400-000-000-534-80-47-43	Excise Tax	\$363.25
			400-000-000-534-80-47-43	Excise Tax	\$6,054.19
			402-000-000-535-80-47-53	Excise Tax	\$116.86
			402-000-000-535-80-47-53	Excise Tax	\$1,978.17
			410-000-000-546-10-48-68	Batwing Mower (both airports)	\$5.08

Vendor	Number	Reference	Account Number	Description	Amount
			650-000-000-589-30-00-39	Sales Tax	\$4.57
		Total 062026/Excise			\$8,661.76
		Total 062026/Excise Tax EFT			\$8,661.76
Total WA Dept Rev Excise Tax					\$8,661.76
WA State Patrol					
	45830			2026 - June - First Council Date	
		I2606542			
			Fingerprints		
			650-000-000-589-30-00-51	State Share/WSP Finngerprints	\$24.00
		Total I2606542			\$24.00
	Total 45830				\$24.00
Total WA State Patrol					\$24.00
Walter E. Nelson Co.					
	45831			2026 - June - First Council Date	
		INVSEA1138581			
			Supplies		
			001-000-000-523-61-31-00	Operating Supplies	\$299.68
		Total INVSEA1138581			\$299.68
	Total 45831				\$299.68
Total Walter E. Nelson Co.					\$299.68
West					
	45832			2026 - June - First Council Date	
		853651552			
			Subscription		
			001-000-000-515-31-31-01	Books, Subscriptions	\$88.53
			001-000-000-558-61-31-01	Books, Subscriptions	\$88.53
			400-000-000-534-80-31-00	Operating Supplies	\$177.00
			410-000-000-552-10-31-00	Operating Supplies	\$176.99
		Total 853651552			\$531.05
	Total 45832				\$531.05
Total West					\$531.05

Vendor	Number	Reference	Account Number	Description	Amount
West Waste & Recycling					
	45833		2026 - June - First Council Date		
		391709			
			Refuse		
			001-000-000-521-20-47-18	Refuse	\$172.19
			001-000-000-523-61-47-18	Refuse	\$172.18
			001-000-000-554-31-47-18	Refuse	\$54.89
			101-000-000-542-31-47-18	Refuse	\$108.96
			400-000-000-534-80-47-18	Refuse	\$229.46
			402-000-000-535-80-47-18	Refuse	\$161.45
			410-000-000-546-10-49-00	Misc.	\$353.84
			410-000-000-552-50-47-18	Refuse	\$109.78
			410-000-000-575-50-47-18	Refuse	\$105.70
		Total 391709			\$1,468.45
	Total 45833				\$1,468.45
Total West Waste & Recycling					\$1,468.45
West Waste Sanitation					
	45834		2026 - June - First Council Date		
		391709			
			Sanicans		
			001-000-000-576-80-49-00	Misc.	\$280.00
			140-000-000-557-30-49-00	Misc.	\$220.00
			410-000-000-546-10-47-18	Sanitation	\$120.00
			412-000-000-546-10-47-18	Sanitation	\$50.00
			Sanican		
		Total 391709			\$670.00
	Total 45834				\$670.00
Total West Waste Sanitation					\$670.00
Grand Total		Vendor Count	29		\$74,286.55



Fund Transaction Summary

Transaction Type: Invoice
Fiscal: 2026 - June - First Council Date

001	General Fund	\$25,143.41
010	Donation Program	\$2,431.25
101	Street	\$7,338.53
130	Community Action Contract	\$8,851.58
140	Lodging Tax Fund	\$317.02
150	Transit Center Fund	\$135.21
304	Capital Improvement	\$4,406.12
400	Water	\$11,628.46
402	Sewer	\$8,789.39
410	Airport/Industrial Park	\$1,667.01
412	Quillayute Airport	\$3,550.00
650	State Collections	\$28.57
	Count: 12	\$74,286.55

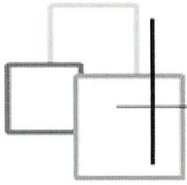
I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Forks, and that I am authorized to authenticate and certify to said claim.

Signed: _____
Title: Accounting Technician

Audited and ordered paid by Forks City Council:

Date: _____

Auditing Committee



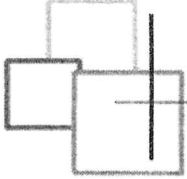
Voucher Directory

Fiscal: : 2026 - May

Council Date: : 2026 - May - Travel Checks

Vendor	Number	Reference	Account Number	Description	Amount
Hampton, Paul					
	3783			2026 - May - Travel Checks	
		05252026/Hampton Travel			
			TIB Funding W.Shop-Chehalis, WA		
			402-000-000-535-80-43-00	Travel	\$20.00
		Total 05252026/Hampton Travel			\$20.00
	Total 3783				\$20.00
Total Hampton, Paul					\$20.00
Jacoby, Maddie					
	3784			2026 - May - Travel Checks	
		05262026/Jacoby Travel			
			MRSC Bars Training-Sequim, WA		
			001-000-000-514-23-43-00	Travel	\$2.29
			001-000-000-523-61-43-00	Travel	\$5.71
			400-000-000-534-80-43-00	Travel	\$75.41
			402-000-000-535-80-43-00	Travel	\$25.14
			410-000-000-546-10-43-00	Travel	\$5.70
		Total 05262026/Jacoby Travel			\$114.25
	Total 3784				\$114.25
Total Jacoby, Maddie					\$114.25
Tyree, Miranda					
	3779			2026 - May - Travel Checks	

Vendor	Number	Reference	Account Number	Description	Amount
		05012026/Tyree Travel			
			BLEA Academy-Burien, WA		
			001-000-000-521-20-43-00	Travel	\$87.50
		Total 05012026/Tyree Travel			\$87.50
	Total 3779				\$87.50
	3780			2026 - May - Travel Checks	
		05082026/Tyree Travel			
			BLEA Academy-Burien, WA		
			001-000-000-521-20-43-00	Travel	\$87.50
		Total 05082026/Tyree Travel			\$87.50
	Total 3780				\$87.50
	3781			2026 - May - Travel Checks	
		05152026/Tyree Travel			
			BLEA Academy-Burien, WA		
			001-000-000-521-20-43-00	Travel	\$87.50
		Total 05152026/Tyree Travel			\$87.50
	Total 3781				\$87.50
	3782			2026 - May - Travel Checks	
		05222026/Tyree Travel			
			BLEA Academy-Burien, WA		
			001-000-000-521-20-43-00	Travel	\$87.50
		Total 05222026/Tyree Travel			\$87.50
	Total 3782				\$87.50
	3785			2026 - May - Travel Checks	
		08292026/Tyree Travel			
			BLEA Academy=Burien, WA		
			001-000-000-521-20-43-00	Travel	\$87.50
		Total 08292026/Tyree Travel			\$87.50
	Total 3785				\$87.50
Total Tyree, Miranda					\$437.50
Grand Total		Vendor Count	3		\$571.75



Fund Transaction Summary

Transaction Type: Invoice
Fiscal: 2026 - May - Travel Checks

Fund Number	Description	Amount
001	General Fund	\$445.50
400	Water	\$75.41
402	Sewer	\$45.14
410	Airport/Industrial Park	\$5.70
	Count: 4	\$571.75

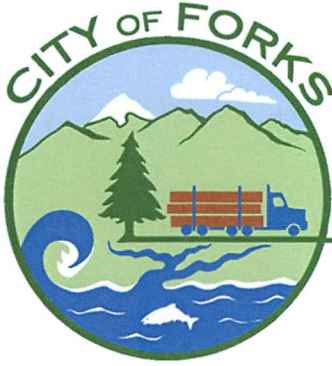
I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Forks, and that I am authorized to authenticate and certify to said claim.

Signed: _____
Title: Accounting Technician

Audited and ordered paid by Forks City Council:

Date: _____

Auditing Committee



500 E. Division St. • Forks, Washington 98331-8618

(360) 374-5412 • Fax: (360) 374-9430 • TTY: (360) 374-2696
forkswashington.org

**Notice of Public Hearing
Forks 2025-2045 Comprehensive Plan and Implementing Development Regulations**

**7:30 PM, Monday, 8 June 2026
Forks City Council Chambers
500 E. Division St.
Forks, WA 98331**

Notice is hereby given of a public hearing to be held during the City Council's Regular Meeting on 8 June 2026 on the proposed updated Forks 2025-2045 Comprehensive Plan and implementing Development Regulations. A ZOOM link will be available for those interested in attending and unable to do so in person with the link available on the City's website. A draft of the proposed comprehensive plan and development regulations is also available via the City's website <https://forkswashington.org/notices/2025-2045-comprehensive-plan/>

Written comments will be accepted until 5:00 p.m. on June 8, 2026. Please address all comments to the Forks City Council. Individuals requiring special assistance in order to participate in the hearing should contact Caryn DePew, Clerk/Treasurer prior to the meeting. Please call 360/374-5412, ext. 106.

**CITY OF FORKS
ORDINANCE NO. 689**

**AN ORDINANCE OF THE CITY OF FORKS,
WASHINGTON, ADOPTING THE 2025-2045 UPDATE OF
THE FORKS COMPREHENSIVE PLAN, PURSUANT TO
THE STATE OF WASHINGTON'S GROWTH
MANAGEMENT ACT, CHAPTER 36.70A RCW,
PROVIDING FOR SEVERABILITY AND CORRECTIONS,
AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, with the passage of the Washington State Growth Management Act in 1990 (GMA), Chapter 36.70A RCW, local governments are required to adopt a comprehensive plan that outlines strategies to accommodate the needs of a growing population; and

WHEREAS, the City of Forks (City), Washington is a fully planning city under the state Growth Management Act (GMA), Chapter 36.70A Revised Code of Washington (RCW); and

WHEREAS, the Washington State Growth Management Act (under RCW 36.70A.130) requires that all cities and counties periodically take legislative action to review and, if needed, revise its comprehensive land use plan and development regulations, including critical areas ordinance, to ensure the plan and regulations comply with the requirements of the Washington State Growth Management Act; and

WHEREAS, this Ordinance is a part of the periodic update process required under RCW 36.70A.130, and adoption of this Ordinance evidences completion of that process; and

WHEREAS, in June 1993, the City Council adopted a Comprehensive Plan for the City of Forks and its urban growth area, pursuant to the requirements set forth in the GMA; and

WHEREAS, the City of Forks completed a periodic update of the Comprehensive Plan in 2002; and

WHEREAS, the City of Forks completed its most recent periodic update of the Comprehensive Plan in 2018; and

WHEREAS, the City of Forks has made Comprehensive Plan amendments since 2018 through the annual amendment process; and

WHEREAS, the City of Forks seeks to be in compliance with the goals, policies, and procedures of the Growth Management Act; and

WHEREAS, the City of Forks has actively sought citizen input, utilizing several forms of public informational media and outreach, in addition to the regularly noticed public meetings and

public hearings; and

WHEREAS, the City Council adopted a public participation program for the 2025-2045 Comprehensive Plan Update on December 11, 2023, via Resolution No. 515, after holding a public hearing; and

WHEREAS, on throughout 2024 and 2025, the City of Forks Planning Commission held monthly public meetings to review and discuss the draft 2025-2045 Comprehensive Plan, and solicit public comment on the draft; and

WHEREAS, on September 17, 2025, the City of Forks Planning Commission held a public meeting to review and discuss the updated draft 2025-2045 Comprehensive Plan, and solicit public comment on the draft; and

WHEREAS, on October 15, 2025, the City of Forks Planning Commission held another public meeting to review and discuss the updated draft 2025-2045 Comprehensive Plan, and solicit public comment on the draft; and

WHEREAS, on November 26, 2025, the updated draft 2025-2045 Comprehensive Plan Update was published on the City's website, reflecting edits made in response to comments from the preceding meetings, requesting public comment via email; and

WHEREAS, on December 17, 2025, the City of Forks Planning Commission held a duly-noticed public hearing to review, discuss, and receive public comment on the draft 2025-2045 Comprehensive Plan, including modifications made in response to comments during the September and October public hearings; and

WHEREAS, in December 2025, notice of the proposed adoption of the 2026 Forks Comprehensive Plan Update was sent to the Washington State Department of Commerce at least sixty days before the amendments were adopted, in accordance with RCW 36.70A.106; and

WHEREAS, the Department of Commerce acknowledged completion of their review of the Comprehensive Plan on January 16, 2026, and requisite time has now passed to allow this ordinance to be adopted; and

WHEREAS, on January 21, 2025, the City of Forks Planning Commission held a public meeting to review and discuss the draft 2025-2045 Comprehensive Plan, and solicit public comment on the draft; and

WHEREAS, on April 9, 2026, the City Planner issued a SEPA Determination of Non-Significance based on an Environmental Checklist prepared for the adoption of the 2025-2045 Comprehensive Plan Periodic Update, and distributed it to Washington Department of Community, Trade, & Economic Development, Washington Department of Natural Resources, Washington Dept. of Fish & Wildlife, Washington Department of Ecology, Suquamish Tribe, the Washington Department of Archaeology and Historic Preservation, Washington State Dept. of Transportation,

Clallam County, and other stakeholders, and published the Determination in the newspaper and on the City website; and

WHEREAS, as of the end of the SEPA comment on April 27, 2026, no SEPA appeals had been filed; and

WHEREAS, on April 29, 2026, a Notice of Hearing was published for a public hearing to be held by the Planning Commission on the complete draft 2025-2045 Comprehensive Plan Update, and email notice of the hearing and availability of the draft plan was sent to the Washington Department of Fish and Wildlife, the Washington Department of Ecology, the Washington Department of Transportation, the Quileute and Hoh Tribes, Clallam County, and other stakeholders; and

WHEREAS, on April 29, 2026, the City of Forks Planning Commission held a public hearing to review, discuss, and receive public comment on the draft 2025-2045 Comprehensive Plan; and

WHEREAS, the Planning Commission issued a recommendation for approval of the draft 2025-2045 Comprehensive Plan at its April 29, 2026, meeting; and

WHEREAS, on May 21, 2026, a Notice of Hearing was published for a public hearing to be held by the City Council on the complete draft 2025-2045 Comprehensive Plan Update; and

WHEREAS, on June 8, 2026, the City Council held a public hearing and met to discuss the proposed 2026 Comprehensive Plan Periodic Update at their regular meeting to consider the Planning Commission's recommendation, the public record including public and agency comments; and

WHEREAS, the City Council deems it in the public interest to adopt the amendments to the Forks Comprehensive Plan as set forth in this Ordinance; **now, therefore,**

THE CITY COUNCIL OF THE CITY OF FORKS, WASHINGTON, DO ORDAIN AS FOLLOWS:

SECTION 1. Findings. The City Council finds as follows: The amendments adopted by this ordinance have been developed through a rigorous public process, have been reviewed under the State Environmental Policy Act, have the recommendation of the Forks Planning Commission made after holding a public hearing, and are consistent with Clallam Countywide Planning Policies, and that Forks has fulfilled requirements for the Periodic Update process as required by the Growth Management Act pursuant to RCW 36.70A.130. The City Council adopts the recitals as additional findings in support of this Ordinance.

SECTION 2. Extension of Critical Areas Update Deadline. The City Council finds that the Department of Community Development has made substantial progress on the required Critical Areas Code Update and as such, as documented by the Department of Commerce, is afforded an additional year to complete its update to the Critical Areas Code.

SECTION 3. Adoption of Comprehensive Plan Amendments. In accordance with the above-described Findings and Conclusions, the City Council hereby amends the text and maps of the Forks Comprehensive Plan by approving and adopting the following:

The 2025-2045 Draft Forks Comprehensive Plan Update dated January 2026 including the revised Comprehensive Plan Map (Future Urban Growth Area) and Zoning Map therein, and the wording changes incorporated into the draft plan by the City Council on that date.

SECTION 4. Severability. If any sentence, section, provision, or clause of this ordinance or its application to any person, entity or circumstance is for any reason held invalid or unconstitutional, the remainder of the ordinance, or the application of the provision to other persons, entities, or circumstances is not affected.

SECTION 6. Corrections. Upon approval of the city attorney, the city clerk, and/or the code publisher is authorized to make any necessary technical corrections to this ordinance, including but not limited to the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers, and any reference thereto.

SECTION 7. Publication. This Ordinance shall be published by an approved summary consisting of the title.

SECTION 8. Effective Date. This ordinance shall be in full force and effect five (5) days after posting and publication as required by law. A summary of this Ordinance may be published in lieu of the entire ordinance, as authorized by State Law.

PASSED by the City Council of the City of Forks, **APPROVED** by the Mayor and attested by the Clerk in authentication of such passage this __ day of June, 2026.

Tim, Fletcher Mayor

ATTEST:

Caryn Depew, City Clerk/Treasurer

APPROVED AS TO FORM:

Charlotte Archer, Special Legal Counsel

**CITY OF FORKS
ORDINANCE NO. 690**

**An Ordinance Amending The Forks Zoning Code Map, In
Response To The Annual Request For Rezones
*Amy and Guy Ruble Rezone of 950 Big Pine Way***

WHEREAS, the City of Forks adopted its first zoning code in 1997 and adopted a zoning code map that reflected the Forks Urban Growth Area (FUGA) Comprehensive Plan (Comp Plan) and map; and

WHEREAS, on an almost annual basis, the City solicits for proposed changes to the Zoning Code and particularly to the mapping designations of parcels; and

WHEREAS, one proposal was received in response to this request by Amy and Guy Ruble for the rezone of 950 Big Pine Way from Very Low Density Residential (R1) zoning to Low Density Residential (R2); and

WHEREAS, on February 27, 2026, the City’s SEPA Official issued a Determination of Non-Significance on the proposed rezone, which was not appealed; and

WHEREAS, on March 10, 2026, the City provided notice of the proposed rezone to the Department of Commerce; and

WHEREAS, on April 27, 2026, the Forks Planning Commission held a public hearing on the proposed rezone, which culminated in the Planning Commission recommended approval of the rezone to the City Council; and

WHEREAS, on May 26, 2026, the City Council held a public hearing on the during its regular meeting on the recommendation from the Forks Planning Commission to approve the rezone; and

WHEREAS, following the public hearing the City Council deliberated upon the materials provided and as a result of that deliberation decided to take the action found herein; **now, therefore,**

**THE CITY COUNCIL OF THE CITY OF FORKS, WASHINGTON, DO ORDAIN
AS FOLLOWS:**

SECTION 1. Amending the Forks Zoning Map per Request of Amy and Guy Ruble, Owners of 950 Big Pine Way.

A. City Council concurs with the Planning Commission's recommendation approving the request of the Rubles’ request to rezone their property from being zoned “Very Low Density Residential (R1)” to being zoned as “Low Density Residential (R2)” zoning.

B. The City hereby amends the zoning code map associated with Forks Municipal Code Title 17 - Zoning, to designate and zone Clallam County Parcels Number 132804240025 (Parcel B) and 132804240050 (Parcel C) as “Low Density Residential (R2)”. These parcels are located in the SE ¼ of the SW ¼ of Section 33, T 29 N, R 13, W.M.

SECTION 2. Authorization. Staff are directed to modify the zoning code map embedded in the 2025-2045 Comprehensive Plan to reflect this zoning amendment.

SECTION 3. Corrections. Upon approval of the city attorney, the city clerk, and/or the code publisher is authorized to make any necessary technical corrections to this ordinance, including but not limited to the correction of scrivener’s/clerical errors, references, ordinance numbering, section/subsection numbers, and any reference thereto.

SECTION 4. Publication. This Ordinance shall be published by an approved summary consisting of the title.

SECTION 5. Effective Date. This ordinance shall be in full force and effect five (5) days after posting and publication as required by law. A summary of this Ordinance may be published in lieu of the entire ordinance, as authorized by State Law.

PASSED by the City Council of the City of Forks, **APPROVED** by the Mayor and attested by the Clerk in authentication of such passage this __ day of June, 2026.

Tim, Fletcher Mayor

ATTEST:

Caryn Depew, City Clerk/Treasurer

APPROVED AS TO FORM:

Charlotte Archer, Special Legal Counsel

PUBLISHED:
EFFECTIVE DATE:

**CITY OF FORKS
ORDINANCE NO. 691**

**An Ordinance Amending The Forks Zoning Code Map, In
Response To The Annual Request For Rezones
*Forks Municipal Airport (FMA)***

WHEREAS, the City of Forks adopted its first zoning code in 1997 and adopted a zoning code map that reflected the Forks Urban Growth Area (FUGA) Comprehensive Plan (Comp Plan) and map; and

WHEREAS, on an almost annual basis, the City solicits for proposed changes to the Zoning Code and particularly to the mapping designations of parcels; and

WHEREAS, one proposal was received in response to this request by the City of Forks to rezone three parcels associated with the main operational areas of the FMA from the current overlap zoning of Moderate Density Commercial/Moderate Density Residential (OL-5)(FMC 17.60) to Moderate Density Commercial (C2) (FMC Chapter 17.45).; and

WHEREAS, on February 27, 2026, the City's SEPA Official issued a Determination of Non-Significance on the proposed rezone, which was not appealed; and

WHEREAS, on March 10, 2026, the City provided notice of the proposed rezone to the Department of Commerce; and

WHEREAS, on April 27, 2026, the Forks Planning Commission held a public hearing on the proposed rezone, which culminated in the Planning Commission recommended approval of the rezone to the City Council; and

WHEREAS, on May 26, 2026, the City Council held a public hearing on the during its regular meeting on the recommendation from the Forks Planning Commission to approve the rezone; and

WHEREAS, following the public hearing the City Council deliberated upon the materials provided and as a result of that deliberation decided to take the action found herein; **now, therefore,**

**THE CITY COUNCIL OF THE CITY OF FORKS, WASHINGTON, DO ORDAIN
AS FOLLOWS:**

SECTION 1. Amending the Forks Zoning Map per Request of City of Forks for the Forks Municipal Airport (FMA).

A. City Council concurs with the Planning Commission's recommendation approving the request of the City of Forks request to rezone three parcels associated with the main operational

areas of the FMA from the current overlap zoning of Moderate Density Commercial/Moderate Density Residential (OL-5)(FMC 17.60) to Moderate Density Commercial (C2) (FMC Chapter 17.45).

B. The City hereby amends the zoning code map associated with Forks Municipal Code Title 17 - Zoning, to designate and zone the three lots associated with the FMA property, located at 1510 South Forks Avenue (SR 101) totaling ~ 70.2 acres, as Moderate Density Commercial (C2).

The lots have the following short legal descriptions:

1. Tax Parcel #1092, Except the West 30' consisting of the portion of the SE ¼ of the NE ¼ of Section 17 north of the State Highway consisting of 5.5 acres and identified with Clallam County Parcel Number 132817140015;

2. The NE ¼ of the NE ¼ of Section 17 except the West 30' and except the State right of way consisting of 38.9 acres identified with Clallam County Parcel Number 132817110010.

3. Those portions of the NW ¼ of the NW ¼ of Section 16 located North of Highway consisting of 25.8 acres and identified with Clallam County Parcel Number 132816220000; Clallam County Parcels Number 132804240025 (Parcel B) and 132804240050 (Parcel C).

SECTION 2. Authorization. Staff are directed to modify the zoning code map embedded in the 2025-2045 Comprehensive Plan to reflect this zoning amendment.

SECTION 3. Corrections. Upon approval of the city attorney, the city clerk, and/or the code publisher is authorized to make any necessary technical corrections to this ordinance, including but not limited to the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers, and any reference thereto.

SECTION 4. Publication. This Ordinance shall be published by an approved summary consisting of the title.

SECTION 5. Effective Date. This ordinance shall be in full force and effect five (5) days after posting and publication as required by law. A summary of this Ordinance may be published in lieu of the entire ordinance, as authorized by State Law.

PASSED by the City Council of the City of Forks, **APPROVED** by the Mayor and attested by the Clerk in authentication of such passage this __ day of June, 2026.

Tim, Fletcher Mayor

ATTEST:

Caryn Depew, City Clerk/Treasurer

APPROVED AS TO FORM:

Charlotte Archer, Special Legal Counsel

PUBLISHED:
EFFECTIVE DATE:



**Notice of Public Hearing
on an Appeal to the Forks City Council
of the Forks Planning Commission's
Approval of Conditional Use Permit
issued to Tom Tucker for
Eight Unit Tiny Home Development – Small Inn
170 Sportsman Club Road**

**7:30 PM, Monday, 8 June 2026
Forks City Council Chamber
Forks, WA 98331**

Notice is hereby given of a public hearing to be held during the City Council's Regular Meeting on 8 June 2026 on an appeal filed by Cora Sasticum of the Forks Planning Commission's 15 April 2026 Approval of a Conditional Use Permit issued to Tom Tucker for Eight Unit Tiny Home Development – Small Inn, to be constructed at 170 Sportsman Club Road. Pursuant to Forks Municipal Code (FMC) 17.85.040, FMC Chapter 17.120, and RCW 36.70B.060, this Hearing shall be an open record hearing and any member of the public may be heard on this matter.

Appeal of a decision of the Forks Planning Commission is to the City Council pursuant to FMC 17.90.050 and portions of FMC Chapter 17.135.

Appellant(s): Cora Sasticum

Project

Proponent: Tom Tucker

General Property

Description: 170 Sportsman Club Road, Tax Parcel Nos. 132809430060 & 132809430145

Stated Basis for

Appeal: At its meeting of 15 April 2026, the Forks Planning Commission approved the issuance of a Conditional Use Permit to Tom Tucker, subject to conditions stated in the decision. The proposal seeks to install eight units with each unit being approximately 11' x 38' in size and having approximately 385 sq. ft. of floor space totaling 3,080 sq. ft. in the northeastern portions of the eastern two parcels (Parcel Nos. 132809430060 & 132809430145). Each unit would become a short-term rental, and the development has been identified as a small inn by the applicant, see FMC 17.10.055, instead of an RV Overnight Parking Facility, see FMC 17.10.475. The basis for this distinction would be that the proposed eight units would be set in place subject to obtaining a City of Forks Building Permit Development would occur outside of the buffer associated with Mill Creek, which is a Class II Aquatic Conservation Habitat. The proposed boundary line adjustment would place the entire proposed development into a newly aligned parcel outside of this buffer.

On 25 March 2026, Cora Sasticum submitted an appeal of the Forks Planning Commission's decision. The appeal document cites concerns regarding septic, water consumption, water

availability and capacity, compatibility with existing seasonal restrictions and the existing neighborhood, impact on municipal resources, and impacts of traffic, noise and privacy.

AGENDA

FOR PUBLIC During the regularly scheduled meeting of the Forks City Council set for 8 June 2026, the Council will conduct a hearing to consider this appeal. Pursuant to FMC 17.85.050, the City Council shall "affirm, reverse, remand, or modify (including attaching additional conditions) the decision of the Forks planning commission."

The appeal portion of the agenda of the City Council's 8 June 2026, 7:30 p.m., meeting will be as follows:

3. Satsicum Appeal of Forks Planning Commissions Approval of Conditional Use Permit to Tom Tucker - Charlotte Archer, Inslee Best, pro tem City Attorney to Council
 - a. Attorney Archer's review of quasi-judicial procedures, conflict of interest and appearance of fairness disclosures, and City Council's role in an appeal of Planning Commission's decision
 - b. Staff Reports of Record & Previously Cited Legal Authorities
 - c. Appellant's Presentation on Appeal
 - i. Statement and Case Presentation from Appellant
 - ii. Questions, if any, by City Council
 - d. Public testimony on the appeal (limited to 3 minutes per speaker)
 - e. Proponent/Respondent's Position
 - i. Statement by the Applicant or their Representatives'
 - ii. Questions, if any, by City Council
 - f. Appellant's Rebuttal, if any
 - g. Deliberations of the Forks City Council - This will occur "in chambers" due to quasi-judicial nature of this proceeding, per See RCW 42.30.140(2)
 - h. Decision of City Council
 - i. Action on Appeal
 - ii. Authorize the Mayor to execute decision documents.

Individuals requiring special assistance in order to participate in the hearing should contact Caryn DePew, Clerk/Treasurer prior to the meeting. Please call at 360/374-5412, ext. 106.

To Forks Planning Commission

I would like to appeal the planning commission's decision on the installation of eight tiny homes described as a small inn by Mr. Tom Tucker.

I would ask for a submission and review of a preliminary septic design, including: Soil evaluation, drain field location, flood and saturation mitigation, capacity relative to intended use. Before signing off on this development. All the information we have so far is it is supposedly engineered to be on a time release system that won't cause problems with nearby systems.

I would also like more information on the Units themselves. All the information we have so far is they are 11' X 38' and have approximately 385 sq. ft. of floor space.

Are these units being permitted as fixed structures, temporary structures or something else. It just says the Units will be placed.

How many people can each one accommodate? Do they have washer/dryers and dishwashers in them? This would be useful information to determine how much water would be needed for this development on a regular basis.

Google estimates that a person uses 15-25 gallons of water per shower and 10 gallons for flushing toilets. Times that by a minimum of 2 or 4 people per unit. It adds up to a lot of water and we are already rationing water in the summers as it is now. Can our water system sustain 8 more tiny homes. Will there be a manager on site to enforce the restrictions if needed?

I request there be a water availability and capacity analysis done.

Clarification on how this use aligns with existing seasonal restrictions.

Assurance that approval will not further strain municipal resources.

I also feel this development is compatible with the existing neighborhood.

It raises concerns with traffic, privacy and noise in what is now a peaceful area.

This plan doesn't seem to protect the existing residents from these adverse impacts.

I feel adding 16-32 people and their cars on average to this neighborhood would completely destroy a once peaceful neighborhood.

For these reasons, I respectfully request that the Conditional Use Permit approval be reconsidered and remanded until these issues are fully addressed.

Thank you

Cora Sasticum



4/25/2026





**NOTICE OF DECISION
OF FORKS PLANNING COMMISSION
on Application for Conditional Use Permit for
Eight Unit Tiny Home Development – Small Inn
170 Sportsman Club Road**

- Applicant:** Tom Tucker
- Project Location:** 170 Sportsman Club Road, Tax Parcel Nos. 132809430060 & 132809430145
- Proposed Project:** The proposal seeks to install eight units with each unit being approximately 11' x 38' in size and having approximately 385 sq. ft. of floor space totaling 3,080 sq. ft. in the northeastern portions of the eastern two parcels (Parcel Nos. 132809430060 & 132809430145). Each unit would become a short-term rental, and the development has been identified as a small inn by the applicant, see FMC 17.10.055, instead of an RV Overnight Parking Facility, see FMC 17.10.475. The basis for this distinction would be that the proposed eight units would be set in place subject to obtaining a City of Forks Building Permit Development would occur outside of the buffer associated with Mill Creek, which is a Class II Aquatic Conservation Habitat. The proposed boundary line adjustment would place the entire proposed development into a newly aligned parcel outside of this buffer.
- Hearing Date:** 15 April 2026, 5:15 P.M.
- Hearing Location:** Forks City Council Chamber, 500 East Division, Forks, WA 98331

FINDINGS, CONCLUSION AND DECISION

COMES NOW the Forks Planning Commission and enters the following findings, conclusions, and decision on this matter.

I. FINDINGS AND CONCLUSIONS.

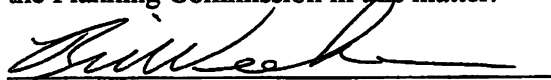
1. The following documents were presented to the Planning Commission and are incorporated herein as if set forth in full:
 - A. Application for Conditional Use Permit, dated 12 March 2026;
 - B. Revised Application for Conditional Use Permit, dated 18 March 2026, and associated email transmittal;
 - C. Notice of Receipt of Conditional Use Application;
 - D. Notice of Meeting and Public Hearing before Forks Planning Commission;
 - E. Narrative of Proposed Development and Preliminary Site Plan
 - F. SEPA Environmental Checklist
 - G. Clallam County Map of Site
 - H. SEPA Mitigated Determination of Non-Significance, dated 26 March 2026

2. The Planning Commission held a public hearing on this application on 15 April 2026, and received testimony from the following individuals:
 - A. Applicant Tom Tucker
 - B. Cora Sasticum
 - C. Robin Schostak
 - D. Randy Mesenbrink

II. DECISION.

Based upon the above findings and conclusions, on 15 April 2026, the Planning Commission voted 4-0 to approve the Conditional Use Permit, with the conditions set out in the SEPA Mitigated Determination of Non-Significance, dated 26 March 2026, which is incorporated herein by this reference, as well as an additional condition that the Applicant shall construct fencing or vegetative screening along the property line with the neighboring parcel to provide mitigation of impacts.

Signed on 19th May 2026, and in so signing I certify that the above accurately reflects the findings of the Planning Commission in this matter.



Chair Brian Weekes
City of Forks

Dissemination of Notice of Decision and Appeal:

Pursuant to Forks Municipal Code Section 17.85.040, this decision is issued in writing following the conclusion of the hearing and recites the Commission's findings in support thereof. This decision may be appealed to the City Council pursuant to FMC 17.85.040 and 17.85.050.

NOTICE OF RECEIPT OF CONDITIONAL USE APPLICATION

***Eight Unit Tiny Home Development - Small Inn
170 Sportsman Club Road***

Pursuant to the Forks Zoning Code, specifically FMC 17.85 and FMC 17.120, notice is hereby provided that the City has received an application for a conditional use permit (CUP). The application was submitted on 12 March 2026, and revised following questions by the City and resubmitted on 18 March 2026. Application will be the subject of a Conditional Use Permit Hearing and Decision by the Forks Planning Commission on 15 April 2026 as explained in the associated Notice of Meeting and Public Hearing. Application included the necessary SEPA checklist. The following information is provided regarding the application:

Applicant: Tom Tucker with permission of
the property owner (Corey Pearson)
713 Senz Road
Sequim, WA 98382

Location of Property: Three parcels with the larger, central parcel having the current address of
170 Sportsman Club Road

Legal Description Property: Proposed development would involve two of the following parcels:

Clallam County Parcel No. 132809430060
Having a short legal description of Tax Parcel No. 1692, except the eastern fifteen feet (15') of the northern half located in the SW 1/4 of the SE 1/4 of Section 9 being 0.9 acres in size; and,

Clallam County Parcel No. 132809430145
Having a short legal description of Tax Parcel No. 1000 in the SW 1/4 of the SE 1/4 of Section 9 being 2.9 acres in size; and,

Clallam County Parcel No. 132809430185
Having a short legal description of Tax Parcel No. 1013 in the SW 1/4 of the SE 1/4 of Section 9 being 1.0 acres in size.

All parcels are located in the SW 1/4 of the SE 1/4 of Section 9, Township 28 North, Range 13 West, W.M., in Clallam County, WA.

Project Description: With the permission of the current landowner (Corey Pearson), Tom Tucker is seeking a conditional use permit to construct/install eight individual units as short term rentals described below. In addition, the applicant is proposing a boundary line adjustment with the boundaries of the adjusted parcels based upon field surveying.

The proposal seeks to install eight units with each unit being approximately 11' x 38' in size and having approximately 385 sq. ft. of floor space totaling 3,080 sq. ft. for all structures to be situated in what is now the northeastern portions of the eastern two parcels (Parcel Nos. 132809430060 & 132809430145). See map attached to mailing and available online. Each unit would become a short-term rental, and the development has been identified as a small inn by

the applicant, see FMC 17.10.055, instead of an RV Overnight Parking Facility, see FMC 17.10.475. The basis for this distinction would be that the proposed eight units would be set in place subject to obtaining a City of Forks Building Permit versus spaces for the driving in and out of RVs..

The development will utilize an on-site septic system that is designed and approved by Clallam County Environmental Health. The proposed drain field for this septic system would be in the northeastern most portion of current Parcel No. 132809430060. This would also create a buffer between the proposed development and the neighboring residential use east of Parcel No. 132809430060. Water services are provided to all parcels by the City of Forks. Electrical services are available from Clallam County PUD. Telephone/Broadband are available through various providers. The applicant has indicated that a stormwater drainage system would be constructed as part of the development to capture and infiltrate stormwater runoff from the eight individual units. This stormwater drainage system would be designed for the proposed newly constructed gravel driveway and each unit's individual parking area.

The proposed boundary line adjustment would realign the shared boundary between the two parcels described above (Parcel Nos. 132809430060 & 132809430145). The proposed eight-unit development is to occur outside of the 150' ordinary high-water mark of Mill Creek, a Class Two Aquatic Conservation Habitat's buffer area for major development. The exact line of the adjusted boundary would be determined by a survey of the two parcels as well as the noted buffer area. That buffer area also incorporates both the floodway associated with Mill Creek and areas of designated AE Floodplains. The objective of the boundary line adjustment would be to legally redefine one parcel outside of any critical areas upon which the proposed CUP development would be placed. The other parcel, the larger of the two parcels, would then contain Mill Creek and its associated buffers. The applicant noted that the buffers may be reduced in some situations with appropriate compliance with the City's Critical Areas Ordinance (CAO). However, if such requests were to be made, the applicant will have to apply for the applicable CAO permits upon completion of the field survey.

All three parcels designated with one of the City's overlap zones, specifically moderate density commercial/moderate density residential (OL5). A small inn requires a conditional use permit.

Property is accessed from paved City streets with all units having both city water and sewer utilities installed, electrical provided by the PUD, and telecommunications access via CenturyLink.

Hearing
Required
and Public
Comment:

The Forks Zoning Code requires that a hearing on a conditional use permit be held after sufficient notice has been given to the public. Written comments may be filed up to and throughout the actual hearing. Such comments should be sent to Mr. Fleck at the address noted below. Notice of public hearing is being disseminated along with this notice. The public hearing on this matter is scheduled for **Wednesday, 15 April 2026 at 5:15 P.M.** in the City Council Chambers at Forks City Hall. The purpose of the hearing is to obtain information from nearby landowners regarding impacts or concerns they may have with this proposal.

Approval
and
Appeal

Process: Within 21 days of the public hearing, the Forks Planning Commission may authorize the conditional use permit.

In reviewing a conditional use permit, the Forks Planning Commission may attach thereto such conditions regarding the location, character, and/or other features of the proposed use as the commission deems necessary in the public interest, in the interest of furthering the purpose of the Forks Zoning Code, and for the purpose of fulfilling the Forks Comprehensive Plan. These conditions must be stated in writing as part of the permit and must state the connection between the use, condition and public interest being invoked.

Appeal Process

The Forks Planning Commission shall report to the City Council its findings regarding an application for a conditional use permit within fifteen (15) days of its decision. Any affected party, including a member of the City Council may appeal the decision to the City Council within fifteen (15) days of the date of the decision of the Forks Planning Commission is issued.

The appeal shall be filed in writing with the city clerk on forms established for this purpose. Once a hearing time is established proper notification shall be given concerning time, place and purpose of such a hearing and shall be in conformance with FMC 17.135, *et al.* Upon receipt of the appeal the city clerk shall publicize and schedule a public hearing by the council.

The City Council within twenty-one (21) days of the close of the hearing shall affirm, reverse, remand, or modify (including attaching additional conditions) the decision of the Forks Planning Commission.

Individuals needing a copy of the application materials, or requiring additional information regarding this notice should contact Rod Fleck, City Attorney/Planner at 360/374-5412, ext. 111 or at 500 East Division, Forks, WA 98331.

The purpose of the public hearing regarding the Conditional Use Permit is to determine whether the Forks Planning Commission should approve or deny the permit application submitted by Tom Tucker. In addition, the Planning Commission may attach requirements to the development as part of any approval of the Tucker's application. Such conditions could involve the location, character, and/or other features of the proposed use as the commission deems necessary in the public interest, in the interest of furthering the purpose of the Forks Zoning Code, and/or for the purpose of fulfilling the Forks Comprehensive Plan. These conditions would be stated in writing as part of the permit and would state the connection between the use, condition and public interest being preserved or protected.

WRITTEN COMMENTS WILL BE ACCEPTED BY THE FORKS PLANNING DIRECTOR UP TO AND TO THE CLOSE OF THE PUBLIC HEARING on 15 April 2026. Address all such comments to Rod Fleck, City Attorney/Planner, 500 East Division, Forks, WA 98331. Comments may be delivered to City Hall at 500 East Division during the course of regular business hours. All written comments must be received by the City Planner prior to the close of the public hearing on 15 April 2026. Copies of the Application or SEPA Checklist can be obtained from Mr. Fleck. SEPA determination will be forthcoming.

Individuals requiring special accommodations to participate in this hearing should contact Mr. Fleck at 360/374-5412, ext.111 so that such accommodations can be arranged prior to the hearing. Individuals with questions regarding this notice, and its attachment, should contact Mr. Fleck at the number above.

**NOTICE OF MEETING
AND PUBLIC HEARING**

**Forks Planning Commission
15 April 2026, 5:15 P.M.
City Council Chambers
Forks City Hall
500 East Division**

***Eight Unit Tiny Home Development - Small Inn
170 Sportsman Club Road***

Notice is hereby provided that the Forks Planning Commission will hold a public hearing as part of its regular meeting to consider the Conditional Use Permit application from Tom Tucker, with permission of the property owner (Corey Pearson).

With the permission of the current landowner (Corey Pearson), Tom Tucker is seeking a conditional use permit to construct/install eight individual units as short term rentals briefly described below and in more detail in the accompanying Notice of the receipt of the application for a Conditional Use Permit. As part of the proposed development, the applicant is proposing a boundary line adjustment with the boundaries of the adjusted parcels based upon field surveying.

The proposal seeks to install eight units with each unit being approximately 11' x 38' in size and having approximately 385 sq. ft. of floor space totaling 3,080 sq. ft. in the northeastern portions of the eastern two parcels (Parcel Nos. 132809430060 & 132809430145). See map attached to mailing and available online. Each unit would become a short-term rental, and the development has been identified as a small inn by the applicant, see FMC 17.10.055, instead of an RV Overnight Parking Facility, see FMC 17.10.475. The basis for this distinction would be that the proposed eight units would be set in place subject to obtaining a City of Forks Building Permit. Development would occur outside of the buffer associated with Mill Creek, which is a Class II Aquatic Conservation Habitat. The proposed boundary line adjustment would place the entire proposed development into a newly aligned parcel outside of this buffer.

Parcels associated with the proposed development are accessed from a paved City street, can access city water, would require the construction of a Clallam County Environmental Health permitted commercial on-site septic system, electrical provided by the PUD, and telecommunications access via CenturyLink and other providers

Notice of the receipt of the application for the Conditional Use Permit is attached. The Planning Commission will consider this application as part of its regularly scheduled meeting to be held on 15 April 2026 at 5:15 p.m. in the City Council Chambers within City Hall and/or by ZOOM as noted above. ZOOM links will be posted on the City's website prior to the 15 April 2026 hearing. That portion of the agenda associated with this application is as follows:

Conditional Use Application of Tom Tucker for for the construction, installation, and operation of an eight-unit small inn

Public Hearing, Deliberations, and Decision on the Tucker's CUP Application

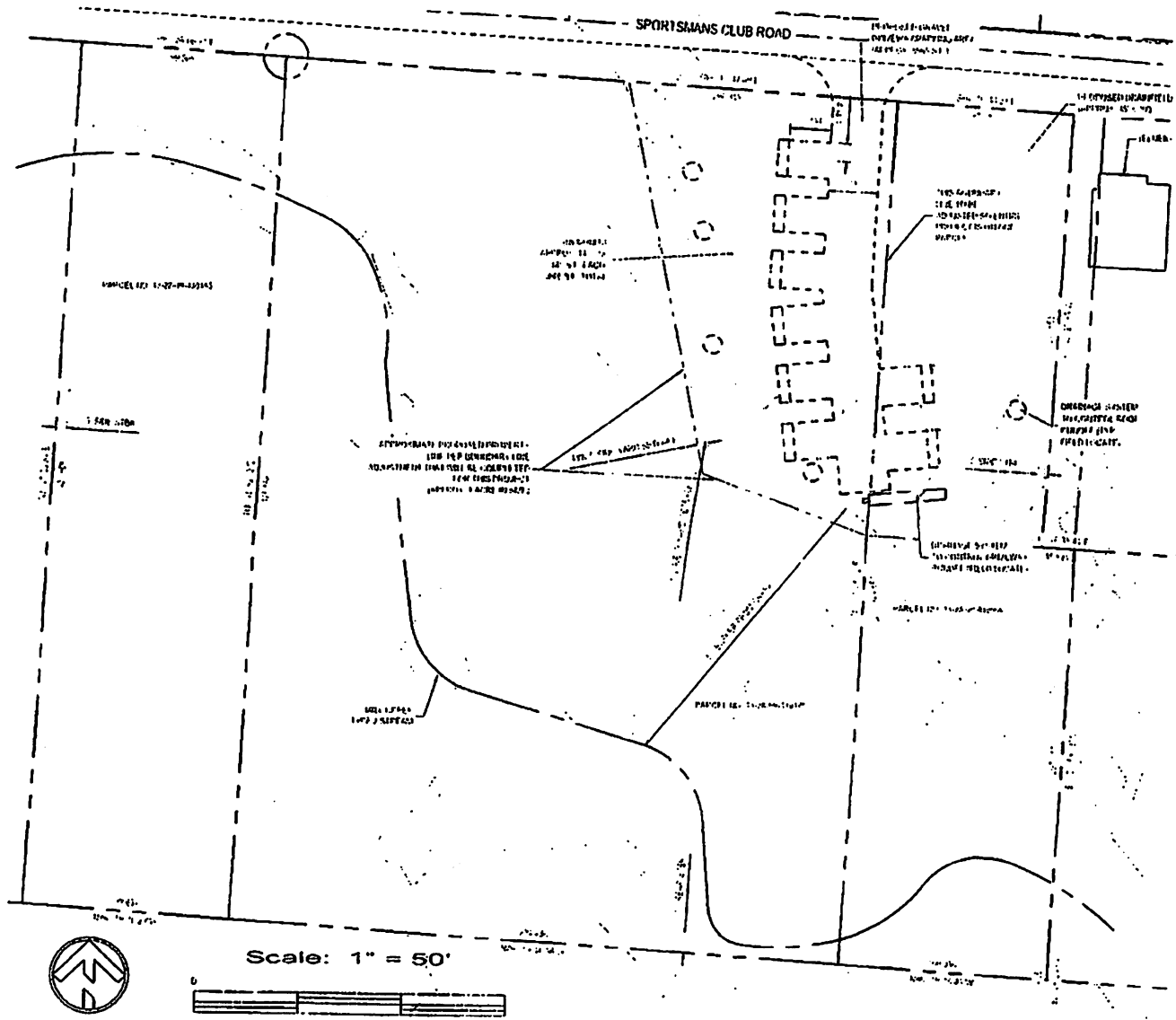
- 1. Staff report regarding procedure, SEPA, and City staff concerns (if any)**
- 2. Presentation by the Applicant or its designated representative**
- 3. Reading into the record of written comments submitted to the Planning Commission**
- 4. Public Comment/Testimony For or Against Application**
- 5. Applicant's response/rebuttal**
- 6. Questions, if any, by Planning Commission Members**
- 7. Closing of Public Hearing**

8. Deliberations and decision of the Commission (if any)

The purpose of the public hearing regarding the Conditional Use Permit is to determine whether the Forks Planning Commission may need to attach any conditions to the permit noted above. Such conditions could involve the location, character, and/or other features of the proposed use as the commission deems necessary in the public interest, in the interest of furthering the purpose of the Forks Zoning Code, and/or for the purpose of fulfilling the Forks Comprehensive Plan. These conditions would be stated in writing as part of the Commission's approval of the permit and would state the connection between the use, condition and public interest being preserved or protected.

WRITTEN COMMENTS WILL BE ACCEPTED BY THE FORKS PLANNING DIRECTOR UP TO AND TO THE CLOSE OF THE PUBLIC HEARING ON 15 April 2026. Address all such comments to Rod Fleck, City Attorney/Planner, 500 East Division, Forks, WA 98331. Comments may be delivered to City Hall at 500 East Division during the course of regular business hours. All written comments must be received by the City Planner prior to the close of the public hearing on 15 April 2026. Copies of the Application, SEPA Checklist, and SEPA determination can be obtained from Mr. Fleck.

Individuals requiring special accommodations to participate in this hearing should contact Mr. Fleck at 360/374-5412, ext. 111 so that such accommodations can be arranged prior to the hearing. Individuals with questions regarding this notice, and its attachment, should contact Mr. Fleck at the number above.



Site Plan Notes

1. Proposed project is located outside the 150' buffer to ASD Creek based on use of County GIS information. Possible minor adjustments to the site plan may be completed once the actual location of the creek and flood plain areas have been field located by surveyors.
2. A boundary line adjustment will be completed as part of this project. Final location of the boundary lines will be determined once mapping of stream, flood plain, etc. are mapped by surveyors as noted in note #1.

LEGEND

- (1) EASEMENT LINES
- PROPERTY LINE
- PROPERTY SETBACK
- (2) STORAGE DRAIN LINE
- (3) BUILDING FOOTPRINT
- (4) BUILDING FOOTPRINT
- (5) POOF LINES
- (6) EDGE OF GRAVEL
- (7) EDGE OF GRAVEL
- (8) POOF LINES
- (9) SEPTIC SYSTEM
- (10) VEG-TACTIC LINES

LOCATION AND ELEVATION DATA

THESE MAPS ARE NOT BASED ON A FIELD LOCATE OR SITE SURVEY DATA. THE ELEVATION DATA ON THESE MAPS ARE BASED ON A "BEST FIT" FROM AERIAL DATA, AS-BUILT DRAWINGS AND RECORDS OF SURVEYS. ALL DIMENSIONS SHALL BE FIELD VERIFIED AS NOTED.

TITLE: SITE PLAN WITH CHANGE FOR TRUCKER 715 SENECA RD. SEBOWA WA 99027 CLALLAM COUNTY PARCEL NUMBERS 10-11-27-14-21145 & 1012	<h2 style="margin: 0;">PRELIMINARY SITE PLAN</h2>	
SCALE: 1" = 50' DATE: 3/18/2016 FILE: 71505 E11RACYNEW JOB NO: 19065	CLIENT: KCM TRUCKER 170 SPORTSMANS CLUB RD FURMS WA 98711	
C1		

SEPA¹ Environmental Checklist

Purpose of checklist

Governmental agencies use this checklist to help determine whether the environmental impacts of your proposal are significant. This information is also helpful to determine if available avoidance, minimization, or compensatory mitigation measures will address the probable significant impacts or if an environmental impact statement will be prepared to further analyze the proposal.

Instructions for applicants

This environmental checklist asks you to describe some basic information about your proposal. Please answer each question accurately and carefully, to the best of your knowledge. You may need to consult with an agency specialist or private consultant for some questions. **You may use “not applicable” or “does not apply” only when you can explain why it does not apply and not when the answer is unknown.** You may also attach or incorporate by reference additional studies reports. Complete and accurate answers to these questions often avoid delays with the SEPA process as well as later in the decision-making process.

The checklist questions apply to **all parts of your proposal**, even if you plan to do them over a period of time or on different parcels of land. Attach any additional information that will help describe your proposal or its environmental effects. The agency to which you submit this checklist may ask you to explain your answers or provide additional information reasonably related to determining if there may be significant adverse impact.

Instructions for lead agencies

Please adjust the format of this template as needed. Additional information may be necessary to evaluate the existing environment, all interrelated aspects of the proposal and an analysis of adverse impacts. The checklist is considered the first but not necessarily the only source of information needed to make an adequate threshold determination. Once a threshold determination is made, the lead agency is responsible for the completeness and accuracy of the checklist and other supporting documents.

Use of checklist for nonproject proposals

For nonproject proposals (such as ordinances, regulations, plans and programs), complete the applicable parts of sections A and B, plus the Supplemental Sheet for Nonproject Actions (Part D). Please completely answer all questions that apply and note that the words "project," "applicant," and "property or site" should be read as "proposal," "proponent," and "affected geographic area," respectively. The lead agency may exclude (for non-projects) questions in "Part B: Environmental Elements" that do not contribute meaningfully to the analysis of the proposal.

¹ <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/Checklist-guidance>

A. Background

Find help answering background questions²

1. Name of proposed project, if applicable:

Eight Unit Tiny Home Development

2. Name of applicant:

Tom Tucker

3. Address and phone number of applicant and contact person:

Tom Tucker

713 Senz Road

Sequim, WA 98382

360-461-0830

4. Date checklist prepared:

March 10, 2026

5. Agency requesting checklist:

City of Forks

6. Proposed timing of schedule (including phasing, if applicable):

Construction to begin spring of 2026 and be completed by summer of 2026 pending permit approvals from City of Forks

7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain.

No

8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal.

SEPA Checklist being prepared for this project. On-site soils test pits completed for on-site septic system. Septic system and site registration not yet completed. System will be designed to meet State requirements.

9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain.

None known

10. List any government approvals or permits that will be needed for your proposal, if known.

Conditional Permit Approval, Building permit approval, Septic system permit, and drainage system approval

² <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-A-Background>

Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. (Lead agencies may modify this form to include additional specific information on project description.)

The site consists of 3 parcels along Sportsman Club Road that will be developed into an 8-unit individual tiny home development for short term rental. The total square footage of the 8 units is approximately 3080 s.f.. This site will have a parking lot developed to serve the units. There will be a boundary line adjustment between the lots to place the development onto one parcel that will include the 8 units, water service and the septic system. The approximate size of this lot will be 1 acre. The parcel lines of the other 2 parcels will be adjusted as part of the boundary line adjustment. The other parcels will be undeveloped at this time. The total acreage of the 3 parcels is approximately 4.76 acres.

11. Location of the proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit applications related to this checklist.

Parcel numbers 13-28-09-430060, 430145 and 430185. There is currently an address of 170 Sportsman Club Road on Parcel No. 13-28-09-430145. Township 28 N, Range 13W.

B. Environmental Elements

1. Earth

Find help answering earth questions³

- a. General description of the site:

Upper bench area of site along Sportsman Club Road is fairly flat and currently lawn with a few large trees. The site slopes to the south towards Mill Creek. There is a steeper slope from the upper bench area to a lower bench with significant tree and brush cover before the bank of Mill Creek.

Circle or highlight one: Flat, rolling, hilly, steep slopes, mountainous, other:

- b. What is the steepest slope on the site (approximate percent slope)?

³ <https://ecology.wa.gov/regulations-permits/sepa/environmental-review/sepa-guidance/sepa-checklist-guidance/sepa-checklist-section-b-environmental-elements/environmental-elements-earth>

Upper bench slopes at 2%-5%, steepest slope on site 45% and steeper as the bank of Mill Creek.

- c. **What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them, and note any agricultural land of long-term commercial significance and whether the proposal results in removing any of these soils.**

The USGS Soils Map classifies the soils as Quillayute silt loam on slopes from 0-8%. Soils are mapped as hydrologic group B. Some topsoil soil will be removed for construction of the parking area and foundations for the proposed tiny homes. The septic soils found Loam and Sandy Loam in the area of the proposed drainfield at the east side of the property

- d. **Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe.**

There are no indications of unstable soils except at the bank of the stream located along the south side of the property.

- e. **Describe the purpose, type, total area, and approximate quantities and total affected area of any filling, excavation, and grading proposed. Indicate source of fill.**

Approximately 450 c.y. will be excavated for foundation and gravel parking area. It is assumed this topsoil will be moved to other portions of the site and graded out to create lawn area. This will occur outside the 150' buffer. Imported gravel fill will be installed for the parking lot and foundations of the proposed tiny homes. This fill will come from offsite approved gravel pit.

- f. **Could erosion occur because of clearing, construction, or use? If so, generally describe.**

Work will occur on upper bench which has minor slopes and therefore erosion is unlikely. Work will also occur during dryer portion of the year. Best management practices to be used during site construction to minimize erosion potential.

- g. **About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)?**

Approximately 6% of the site will be covered with gravel surfacing and buildings.

- h. **Proposed measures to reduce or control erosion, or other impacts to the earth, if any.**

Best management practices to be used to control erosion and work will occur during dryer time of the year. Areas outside the development will remain vegetated to protect against erosion.

Air

Find help answering air questions⁴

- a. **What types of emissions to the air would result from the proposal during construction, operation, and maintenance when the project is completed? If any, generally describe and give approximate quantities if known.**

During construction there will be construction equipment and truck traffic emissions. There may be dust created during construction activities. After completion there will be passenger vehicle emissions from tenants renting the units. There will be some emission from small engines for lawn and landscape maintenance equipment.

- b. **Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe.**

There are emissions from vehicle traffic along Sportsman Club Road and smoke from the neighboring single-family residence fire place. These emissions will not affect the proposal.

- c. **Proposed measures to reduce or control emissions or other impacts to air, if any:**

Construction equipment and vehicles will be properly maintained. Dust control measures will be used during construction as needed to control dust.

3. Water

Find help answering water questions⁵

- a. Surface:

Find help answering surface water questions⁶

1. **Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into.**

Yes, Mill Creek is located on the south portion of the property. It is classified as a Type 2 stream. Proposed development will occur 150' or more from the stream unless the field survey determines that based on the actual location of the stream some portions of the work might occur closer than 150' from the stream. In that case, buffer averaging would be used but in no case would any development occur

⁴ <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-Air>

⁵ <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-3-Water>

⁶ <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-3-Water/Environmental-elements-Surface-water>

any closer than 112.5' from the creek. Additional buffers in other portions of the property would be created to account for any reduced buffer if needed.

2. **Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans.**

Proposed edge of development is 150' from the stream

3. **Estimate the amount of fill and dredge material that would be placed in or removed from surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material.**

No dredging will occur on the site. Any fill will be limited to gravel fill as needed for the driveway and parking lot areas. This fill will come from off site approved gravel pits. There may be some minor grading of existing topsoil removed for driveway and parking areas. None of this grading or fill will occur within the required creek buffer which has a 150' buffer with an allowed reduced buffer of 112.5' with buffer averaging.

4. **Will the proposal require surface water withdrawals or diversions? Give a general description, purpose, and approximate quantities if known.**

No

5. **Does the proposal lie within a 100-year floodplain? If so, note location on the site plan.**

The developed portion of the project is outside the 100-year floodplain

6. **Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge.**

No

b. **Ground:**

[Find help answering ground water questions⁷](#)

1. **Will groundwater be withdrawn from a well for drinking water or other purposes? If so, give a general description of the well, proposed uses and approximate quantities withdrawn from the well. Will water be discharged to groundwater? Give a general description, purpose, and approximate quantities if known.**

No

2. **Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (domestic sewage; industrial, containing the following chemicals...; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve.**

⁷ <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-3-Water/Environmental-elements-Groundwater>

Septic effluent will discharge to ground. Typical residential sewage strength. The system will serve all 8 units. It is estimated the maximum flow will be 960 gpd.

c. **Water Runoff (including stormwater):**

1. **Describe the source of runoff (including storm water) and method of collection and disposal, if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe.**

Stormwater runoff from parking lot and roof areas will be collected and infiltrated onsite provided the soils provide adequate infiltration capacity. No discharge to the Creek is expected.

2. **Could waste materials enter ground or surface waters? If so, generally describe.**

Possible oil/grease from parking lot. Treatment will be provided for parking lot prior to discharging to infiltration. No waste materials are expected will enter surface waters.

3. **Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe.**

No, the natural drainage paths will not be altered.

- d. **Proposed measures to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any:**

Surface water from all new impervious surfaces will be controlled. No drainage patterns will be affected.

4. Plants

Find help answering plants questions

- a. **Check the types of vegetation found on the site:**

deciduous tree: alder, maple, aspen, other

evergreen tree: fir, cedar, pine, other

shrubs

grass

pasture

crop or grain

orchards, vineyards, or other permanent crops.

wet soil plants: cattail, buttercup, bullrush, skunk cabbage, other

water plants: water lily, eelgrass, milfoil, other

other types of vegetation

- b. **What kind and amount of vegetation will be removed or altered?**

Portions of the existing lawn will be removed for the parking lot and building foundations. Approximately 12,040 s.f. of lawn will be removed or altered.

- c. **List threatened and endangered species known to be on or near the site.**

None known

- d. **Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any.**

Natural vegetation will be maintained on site except in parking and building areas. Additional landscaping will be installed if required by the City of Forks.

- e. **List all noxious weeds and invasive species known to be on or near the site.**

None known

5. Animals

Find help answering animal questions⁸

- a. **List any birds and other animals that have been observed on or near the site or are known to be on or near the site.**

Examples include:

- **Birds:** hawk, heron, eagle, songbirds, other:
- **Mammals:** deer, bear, elk, beaver, other:
- **Fish:** bass, salmon, trout, herring, shellfish, other:

- b. **List any threatened and endangered species known to be on or near the site.**

Northern Spotted Owl per WDFW

- c. **Is the site part of a migration route? If so, explain.**

No

- d. **Proposed measures to preserve or enhance wildlife, if any.**

Existing vegetation to remain in majority of property. Most of the 4.76-acre site will remain undisturbed with existing vegetative buffers remaining along the creek

- e. **List any invasive animal species known to be on or near the site.**

None Known

⁸ <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-5-Animals>

6. Energy and natural resources

Find help answering energy and natural resource questions⁹

- a. **What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc.**

Electricity for heating, lights, and cooking appliances.

- b. **Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe.**

No

- c. **What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any.**

Proposed structures will meet required federal and state energy code requirements. All lighting will likely be high efficiency LED fixtures.

7. Environmental health

Health Find help with answering environmental health questions¹⁰

- a. **Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste, that could occur because of this proposal? If so, describe.**

None anticipated. Construction equipment will be fueled by portable fuel tanks in trucks. No storage of fuels, grease, etc. will occur on site. Construction contractor to have containment equipment to address any fuel, oil or hydraulic leaks that might occur during construction activities. After development there will be typical household cleaners used to clean the units.

1. **Describe any known or possible contamination at the site from present or past uses.**

None Known

2. **Describe existing hazardous chemicals/conditions that might affect project development and design. This includes underground hazardous liquid and gas transmission pipelines located within the project area and in the vicinity.**

There are no hazardous chemicals/conditions that would affect the project.

3. **Describe any toxic or hazardous chemicals that might be stored, used, or produced during the project's development or construction, or at any time during the operating life of the project.**

⁹ <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-6-Energy-natural-resou>

¹⁰ <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-7-Environmental-health>

Construction contractor will not store any hazardous chemicals onsite. There will be typical household cleaning supplies in each unit.

4. Describe special emergency services that might be required.

Fire, ambulance and possible police services needed

5. Proposed measures to reduce or control environmental health hazards, if any.

Best management practices will be used during construction. After construction cleaning supplies used will be used per manufacturer's recommendations.

b. Noise

1. What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)?

Vehicle traffic along Sportsman Club Road. There is also a shooting range nearby. No affects from noise in the area are anticipated on this project.

2. What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site)?

Short term there will be construction equipment and truck traffic during construction during daylight hours from approximately 7am to 7pm. Long term there will be passenger vehicles coming and going from the site. This traffic will typically occur from 7am to 7pm but there will be traffic during other hours of the day.

3. Proposed measures to reduce or control noise impacts, if any:

Construction equipment and vehicles will be properly maintained. No measures proposed for passenger vehicles. There will be rules for the units regarding noise.

8. Land and shoreline use

Find help answering land and shoreline use questions¹¹

a. What is the current use of the site and adjacent properties? Will the proposal affect current land uses on nearby or adjacent properties? If so, describe.

Site was previously used as a residence but that structure was previously removed from the site. It is currently vacant land. The property to the east has a single-family residence. Property directly north and west is vacant, undeveloped land. There are commercial mini-storage units located northeast of the site.

Has the project site been used as working farmlands or working forest lands? If so, describe. How much agricultural or forest land of long-term commercial significance will be converted to other uses because of the proposal, if any? If resource lands have

¹¹ <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-8-Land-shoreline-use>

not been designated, how many acres in farmland or forest land tax status will be converted to nonfarm or nonforest use?

No

- 1. Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversize equipment access, the application of pesticides, tilling, and harvesting? If so, how?**

No

- b. Describe any structures on the site.**

No current structures on the site

- c. Will any structures be demolished? If so, what?**

Existing structures were previously demolished by others

- d. What is the current zoning classification of the site?**

Moderate Density Commercial/ Moderate Density Residential

- e. What is the current comprehensive plan designation of the site?**

Residential

- f. If applicable, what is the current shoreline master program designation of the site?**

Not applicable

- g. Has any part of the site been classified as a critical area by the city or county? If so, specify.**

Portion of site along creek is a floodplain, Mill Creek is a Type 2 stream

- h. Approximately how many people would reside or work in the completed project?**

There would be up to 16 transient occupants of the 8 units

- i. Approximately how many people would the completed project displace?**

None

- j. Proposed measures to avoid or reduce displacement impacts, if any.**

None proposed

- k. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any.**

None Proposed

- l. Proposed measures to reduce or control impacts to agricultural and forest lands of long-term commercial significance, if any:**

None proposed

9. Housing

Find help answering housing questions¹²

- a. **Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing.**
Transient units. No long-term occupancy
- b. **Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing.**
None
- c. **Proposed measures to reduce or control housing impacts, if any:**
None proposed

10. Aesthetics

Find help answering aesthetics questions¹³

- a. **What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed?**
Approximately 14' max. height to ridge
- b. **What views in the immediate vicinity would be altered or obstructed?**
Project would be visible from North, west, and east.
- c. **Proposed measures to reduce or control aesthetic impacts, if any:**
Project is located with an approximate buffer of 50' to the residence to the east with the proposed septic system being located near the existing residence. Natural vegetation will be maintained to minimize aesthetic impacts. Landscaping to be provided as required by the City of Forks to reduce impacts.

11. Light and glare

Find help answering light and glare questions¹⁴

- a. **What type of light or glare will the proposal produce? What time of day would it mainly occur?**
There would be dusk to dawn lighting on the units. No lighting is anticipated for the parking lot as the parking stalls are at each unit.
- b. **Could light or glare from the finished project be a safety hazard or interfere with views?**
No

¹² <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-9-Housing>

¹³ <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-10-Aesthetics>

¹⁴ <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-11-Light-glare>

c. What existing off-site sources of light or glare may affect your proposal?

Dust to dawn lighting from neighboring properties. Vehicle lights from traffic on Sportsman Club Road. This off-site lighting will not affect the project.

d. Proposed measures to reduce or control light and glare impacts, if any:

On-site lighting will be dusk to dawn and will have shielded lights to reduce glare to neighbors

12. Recreation

Find help answering recreation questions

a. What designated and informal recreational opportunities are in the immediate vicinity?

Mill Creek is located on the site. Olympic Natural Park located in the general area of Forks. Fishing opportunities exist at the Bogachiel River southwest of the site

b. Would the proposed project displace any existing recreational uses? If so, describe.

No

c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any:

Majority of the site will remain undeveloped which will provide occupants with the ability to walk the site and enjoy the creek

13. Historic and cultural preservation

Find help answering historic and cultural preservation questions¹⁵

a. Are there any buildings, structures, or sites, located on or near the site that are over 45 years old listed in or eligible for listing in national, state, or local preservation registers? If so, specifically describe.

None known

b. Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. Are there any material evidence, artifacts, or areas of cultural importance on or near the site? Please list any professional studies conducted at the site to identify such resources.

There are no known or observed features or other evidence of Indian or historic use or occupation.

c. Describe the methods used to assess the potential impacts to cultural and historic resources on or near the project site. Examples include consultation with tribes and the department of archeology and historic preservation, archaeological surveys, historic maps, GIS data, etc.

Historic maps and GIS data reviewed for this site and surrounding areas.

¹⁵ <https://ccology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-13-Historic-cultural-p>

- d. **Proposed measures to avoid, minimize, or compensate for loss, changes to, and disturbance to resources. Please include plans for the above and any permits that may be required.**

No specific measures proposed. In the event that any cultural or historical resources are discovered during construction the construction will be halted and the State Historical Preservation Office (SHPO), and the City of Forks will be notified. No construction will resume until notified by SHPO that such resources have been properly documented.

14. Transportation

Find help with answering transportation questions¹⁶

- a. **Identify public streets and highways serving the site or affected geographic area and describe proposed access to the existing street system. Show on site plans, if any.**

Site is served by Sportsman Club Road. Highway 101 is located approximately 750' west of the site.

- b. **Is the site or affected geographic area currently served by public transit? If so, generally describe. If not, what is the approximate distance to the nearest transit stop?**

Public transit serves the general area. Public transit is available approximately 750' west of the site at Highway 101.

- c. **Will the proposal require any new or improvements to existing roads, streets, pedestrian, bicycle, or state transportation facilities, not including driveways? If so, generally describe (indicate whether public or private).**

No

- d. **Will the project or proposal use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe.**

The Forks airport is located approximately 2500 feet southwest of the site. It is not anticipated that air transportation will be used by occupants of the site.

- e. **How many vehicular trips per day would be generated by the completed project or proposal? If known, indicate when peak volumes would occur and what percentage of the volume would be trucks (such as commercial and nonpassenger vehicles). What data or transportation models were used to make these estimates?**

Average vehicle trip ends are estimated at 48 (6 per unit) based on the number of units per the Institute of Transportation Engineers Trip Generation Manual, 7th Edition. Peak volumes will occur between 7 and 9am and 4 and 6 pm. Volume of trucks would be less than 1% once development is complete.

¹⁶ <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-14-Transportation>

- f. Will the proposal interfere with, affect, or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, generally describe.

No

- g. Proposed measures to reduce or control transportation impacts, if any:

None proposed

15. Public services

Find help answering public service questions¹⁷

- a. Would the project result in an increased need for public services (for example: fire protection, police protection, public transit, health care, schools, other)? If so, generally describe.

Fire protection, police protection may be needed for the project. It is unlikely that the transient tenants would use public transit, health care or schools.

- b. Proposed measures to reduce or control direct impacts on public services, if any.

None proposed

16. Utilities

Find help answering utilities questions¹⁸

- a. Circle utilities currently available at the site: electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system, other:

- b. Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed.

Water – City of Forks

Power – City of Forks

Refuse Service – West Waste

Phone - CenturyLink

C. Signature

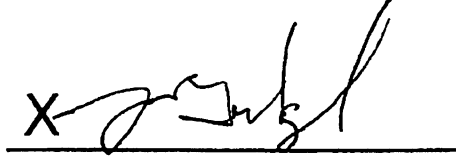
Find help about who should sign¹⁹

¹⁷ <https://ecology.wa.gov/regulations-permits/sepa/environmental-review/sepa-guidance/sepa-checklist-guidance/sepa-checklist-section-b-environmental-elements/environmental-elements-15-public-services>

¹⁸ <https://ecology.wa.gov/regulations-permits/sepa/environmental-review/sepa-guidance/sepa-checklist-guidance/sepa-checklist-section-b-environmental-elements/environmental-elements-16-utilities>

¹⁹ <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-C-Signature>

The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.



X _____

Type name of signee: Tracy Gudgel

Position and agency/organization: Principal, Zenovic & Associates, Inc.

Date submitted: 3/12/26

D. Supplemental sheet for nonproject actions

Find help for the nonproject actions worksheet²⁰

Do not use this section for project actions.

Because these questions are very general, it may be helpful to read them in conjunction with the list of the elements of the environment.

When answering these questions, be aware of the extent the proposal, or the types of activities likely to result from the proposal, would affect the item at a greater intensity or at a faster rate than if the proposal were not implemented. Respond briefly and in general terms.

1. How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise?
 - Proposed measures to avoid or reduce such increases are:

2. How would the proposal be likely to affect plants, animals, fish, or marine life?
 - Proposed measures to protect or conserve plants, animals, fish, or marine life are:

3. How would the proposal be likely to deplete energy or natural resources?
 - Proposed measures to protect or conserve energy and natural resources are:

²⁰ <https://ecology.wa.gov/regulations-permits/sepa/environmental-review/sepa-guidance/sepa-checklist-guidance/sepa-checklist-section-d-non-project-actions>

4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection, such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands?

- **Proposed measures to protect such resources or to avoid or reduce impacts are:**

5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans?

- **Proposed measures to avoid or reduce shoreline and land use impacts are:**

6. How would the proposal be likely to increase demands on transportation or public services and utilities?

- **Proposed measures to reduce or respond to such demand(s) are:**

7. Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.

Rod Fleck

From: Tracy Gudge
Sent: Wednesday, March 18, 2026 12:47 PM
To: Rod Fleck
Cc: Tom Tucker
Subject: 8 UNIT TRANSIENT HOUSING PROJECT - SPORTSMAN ROAD, FORKS, WA
Attachments: revised narrative of project.pdf; REVISED SITE PLAN FOR TUCKER PROJECT.pdf; REVISES SEPA DOCUMENT.pdf

Rod,

Based on your feedback on the original submittal we have revised the submittal documents for the project and they are attached for your review. Please let me know if you have any questions.

Thanks,

Tracy Gudge
Zenovic & Associates, Inc.

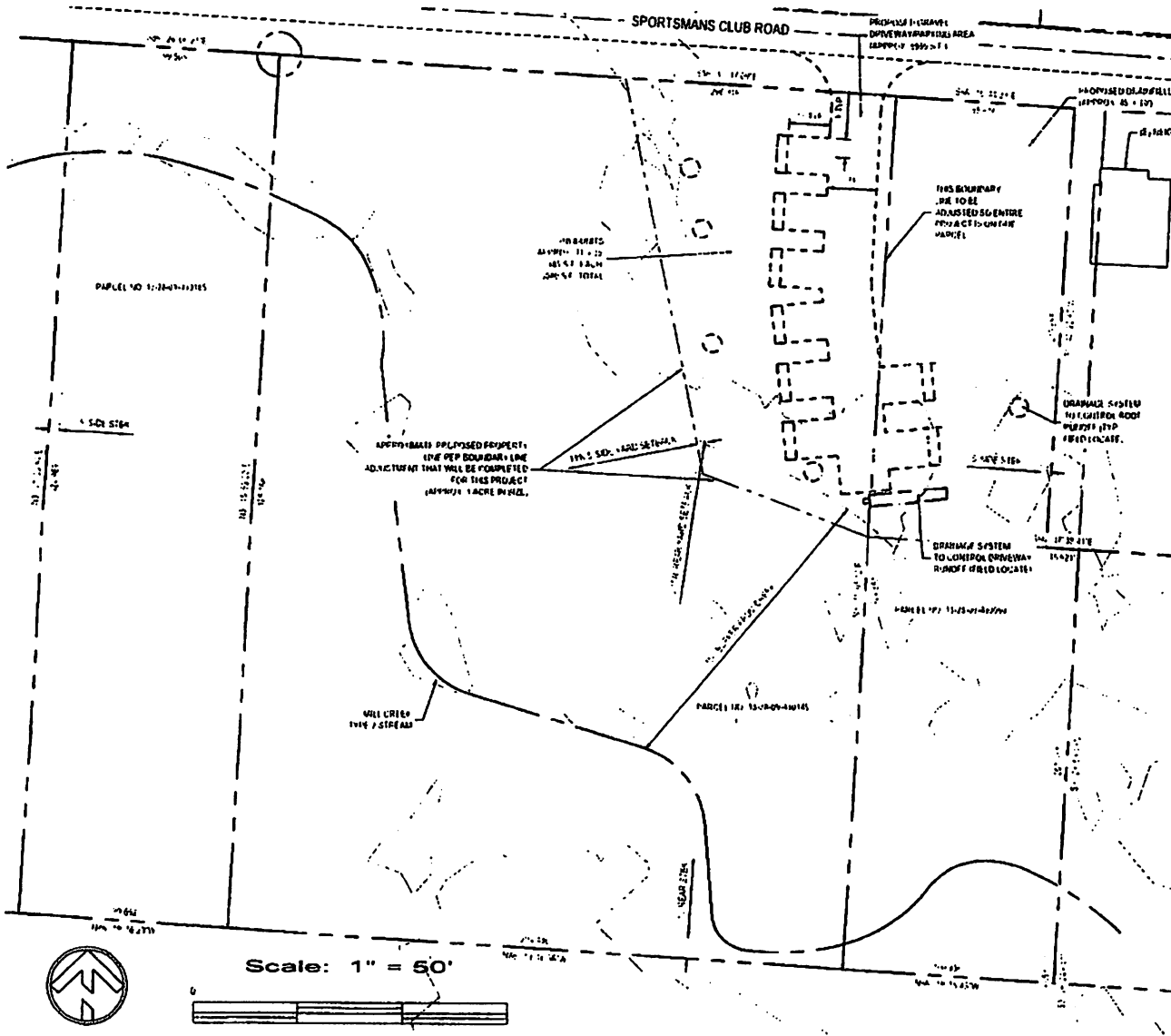
**Narrative of the proposed development of Property at 170 Sportsman Club Road,
Forks, Washington for CUP application
Parcel No. 13-28-09-430060, 430145, and 430185**

The proposed development consists of the construction/installation of eight individual units to serve as short term rentals on the property noted above. The property will be developed with a parking lot to serve the units with one driveway providing access from Sportsman Club Road. All development will occur at the northeast portion of the property along Sportsman Club Road in an area approximately 1 acre in size. This portion of the site was previously cleared and is currently mostly lawn with a couple of isolated trees.

Based on a review of the City of Forks Municipal Code this project most closely matches the definition of a Small Inn per Section 17.10.055 of the Code which allows for up to eight lodging units not exceeding 6000 s.f. The proposed units will have a total floor area of approximately 3080 s.f. total (approx.. 385 s.f. per unit) which is well below the maximum allowed per the Code. This project has similarities to an RV Park as well, however the proposed units are stationary and will not be moved in or out of the site. In either case a conditional use permit is required for project approval.

A boundary line adjustment is proposed for this project with the preliminary location of the proposed boundary lines for this proposed eight-unit development shown on the attached preliminary site plan. The final number of parcels will be 3 to match the current number of parcels. The site currently consists of 3 parcels with a total acreage of approximately 4.76 acres. It is anticipated that the remaining portion of the property will remain undeveloped at this time. The development will occur at least 150' from Mill Creek based on County GIS mapping information. The actual location of the creek and flood plain will be field located by the surveyor as part of the final project design. Minor adjustments of the site plan may occur based on the actual field locations of the creek and flood plain. All proposed work will occur outside the flood plain of Mill Creek. Portions of the lots outside the area of development are within a flood plain along the edges of Mill Creek. It is not anticipated to occur but the Code does allow for buffer averaging in the event that portions of the project cannot be located at least 150' from the creek. In that case all development would occur a minimum of 112.5' from the creek to meet the required minimum buffer width which allows the buffer to be reduced to 75 percent provided increased buffers are provided in other portions of the site to mitigate for the reduced buffer.

City water will serve the property and it is anticipated that one master water meter will be used to serve the eight units. This service will be located on the parcel serving this development. An on-site septic system will be installed to serve the occupants of the units and will be located on the same parcel as the development.



Site Plan Notes

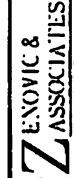

1. Proposed project is located outside the 150' buffer to Mill Creek based on use of County GIS information. Possible minor adjustments to the site plan may be completed once the actual location of the creek and flood plain areas have been field located by surveyor.
2. A boundary line adjustment will be completed as part of this project. Final location of the boundary lines will be determined once mapping of stream, flood plain, etc. are mapped by surveyor as noted in note #1.

LEGEND

- (1) EASEMENT LINES
- PROPERTY LINE
- PROPERTY SETBACK
- STORM DRAIN LINE
- BUILDING FOOTPRINT
- BUILDING FOOTPRINT
- ROOF LINES
- EDGE OF GRAVEL
- EDGE OF GRAVEL
- ROOF LINES
- SEPTIC SYSTEM
- VEGETATION LINE

LOCATION AND ELEVATION NOTE

THIS MAP IS NOT BASED ON A FIELD LOCATE OR SITE SURVEY DATA. THE FEATURES ON THIS MAP ARE BASED ON A "BEST FIT" FROM AERIAL DATA, AS OUR TYPICAL DRAWINGS AND RECORDS OF SURVEYS. ALL DIMENSIONS SHALL BE FIELD VERIFIED AS NEEDED.

<p>PRELIMINARY SITE PLAN</p>	
<p>TITLE SITE PLAN WITH DRAINAGE FOR TUCKER 711 SENZ RD. SECUM WA 98227 CLALLAM COUNTY PARCEL NUMBERS 13-28-79-43-000 014 & 015</p>	<p>CLIENT TON TUCKER 170 SPORTSMANS CLUB RD FORKS WA 98701</p>
	
<p>SCALE: 1" = 50'</p>	
<p>DATE: 3/18/2025</p>	
<p>FILE: 20056-E1TRACTYNEW</p>	
<p>JOB NO: 21056</p>	
	
<p>SHEET</p>	
<p>C1</p>	

**SEPA Rules - WAC 197-11-970
Mitigated Determination of Non-Significance (MDNS)**

***Eight Unit Tiny Home Development - Small Inn
170 Sportsman Club Road***

Project

Proponent: Tom Tucker with permission of
the property owner (Corey Pearson)
713 Senz Road
Sequim, WA 98382

**Description
of proposal:**

Proponent, with the approval of the property owner, is seeking to install eight units with each unit being approximately 11' x 38' in size and having approximately 385 sq. ft. of floor space totaling 3,080 sq. ft. in the northeastern portions of the eastern two parcels (Parcel Nos. 132809430060 & 132809430145). See map attached to mailing and available online. Each unit would become a short-term rental, and the development has been identified as a small inn by the applicant, see FMC 17.10.055, instead of an RV Overnight Parking Facility, see FMC 17.10.475. Either of those uses requires a Conditional Use Permit from the City in order for the development to proceed. The basis for this distinction would be that the proposed eight units would be set in place subject to obtaining a City of Forks Building Permit. Development would occur outside of the buffer associated with Mill Creek, which is a Class II Aquatic Conservation Habitat.

In addition, the proponent would seek a boundary line adjustment that would place the entire proposed development into a redefined parcel outside of any of the buffer area associated with Mill Creek subject to field surveying.

Parcels associated with the proposed development are accessed from a paved City street, can access city water, would require the construction of a Clallam County Environmental Health permitted commercial on-site septic system, electrical provided by the PUD, and telecommunications access via CenturyLink and other providers

Location of

Property: Three parcels with the larger, central parcel having the current address of 170 Sportsman Club Road, and all of which are located south of said road.

Legal

Description: Proposed development would involve two of the following parcels::

Clallam County Parcel No. 132809430060
Having a short legal description of Tax Parcel No. 1692, except the eastern fifteen feet (15') of the northern half located in the SW 1/4 of the SE 1/4 of Section 9 being 0.9 acres in size; and,

Clallam County Parcel No. 132809430145
Having a short legal description of Tax Parcel No. 1000 in the SW 1/4 of the SE 1/4 of Section 9 being 2.9 acres in size; and,

Clallam County Parcel No. 132809430185
Having a short legal description of Tax Parcel No. 1013 in the SW ¼ of the SE ¼ of Section 9 being 1.0 acres in size.

All parcels are located in the SW ¼ of the SE ¼ of Section 9, Township 28 North, Range 13 West, W.M., in Clallam County, WA.

Lead Agency Rod Fleck, City Attorney/Planner
City of Forks
500 East Division
Forks, Washington 98331

**Proposed
Project:**

With the permission of the current landowner (Corey Pearson), Tom Tucker is seeking a conditional use permit to construct/install eight individual units as short term rentals described below. In addition, the applicant is proposing a boundary line adjustment with the boundaries of the adjusted parcels based upon field surveying.

The proposal seeks to install eight units with each unit being approximately 11' x 38' in size and having approximately 385 sq. ft. of floor space totaling 3,080 sq. ft. for all structures to be situated in what is now the northeastern portions of the eastern two parcels (Parcel Nos. 132809430060 & 132809430145). See map attached to mailing and available online. Each unit would become a short-term rental, and the development has been identified as a small inn by the applicant, see FMC 17.10.055, instead of an RV Overnight Parking Facility, see FMC 17.10.475. The basis for this distinction would be that the proposed eight units would be set in place subject to obtaining a City of Forks Building Permit versus spaces for the driving in and out of RVs..

The development will utilize an on-site septic system that is designed and approved by Clallam County Environmental Health. The proposed drain field for this septic system would be in the northeastern most portion of current Parcel No. 132809430060. This would also create a buffer between the proposed development and the neighboring residential use east of Parcel No. 132809430060. Water services are provided to all parcels by the City of Forks. Electrical services are available from Clallam County PUD. Telephone/Broadband are available through various providers. The applicant has indicated that a stormwater drainage system would be constructed as part of the development to capture and infiltrate stormwater runoff from the eight individual units. This stormwater drainage system would be designed for the proposed newly constructed gravel driveway and each unit's individual parking area.

The proposed boundary line adjustment would realign the shared boundary between the two parcels described above (Parcel Nos. 132809430060 & 132809430145). The proposed eight-unit development is to occur outside of the 150' ordinary high-water mark of Mill Creek, a Class Two Aquatic Conservation Habitat's buffer area for major development. The exact line of the adjusted boundary would be determined by a survey of the two parcels as well as the noted buffer area. That buffer area also incorporates both the floodway associated with Mill Creek and areas of designated AE Floodplains. The objective of the boundary line adjustment would be to legally redefine one parcel outside of any critical areas upon which the proposed CUP development would be placed. The other parcel, the larger of the two parcels, would then contain Mill Creek and its associated buffers. The applicant noted that the buffers may be reduced in some situations with appropriate compliance with the City's Critical Areas Ordinance (CAO). However, if such requests were to be made, the applicant will have to apply for the applicable CAO permits upon completion of the field survey.

All three parcels designated with one of the City's overlap zones, specifically moderate density commercial/moderate density residential (OL5). A small inn requires a conditional use permit.

Property is accessed from paved City streets with all units having both city water and sewer utilities installed, electrical provided by the PUD, and telecommunications access via CenturyLink.

Prior SEPA

Documents: None associated with this proposal.

Mitigation required:

1. **Critical Areas Ordinance Review Not Required At This Time.** At this point, the proposed development would occur outside of the buffers associated with Mill Creek as both a Class II Aquatic Conservation Habitat and the identified Flood Insurance Risk Maps adopted in April 2025. See proponent's proposed development illustration and City illustration of the floodway and flood zones associated with these three parcels. Both of which will be attached to the mailed copies of this notice, as well as with the online posting of the SEPA MDNS.

The boundary line adjustment would not require CAO review as it is not creating any new lot. However, if during the field survey, it is determined that the proposed development area within the reconfigured lot would be within any buffer, CAO review would need to be done prior to the commencement of the development. CAO review does allow for some modification of the standard buffers under certain conditions and circumstances.

2. **Mitigation Required of Development.**

- a. Proponent will obtain a building permit for each proposed unit from the City of Forks prior to construction of the proposed development.
- b. Proponent will be required to obtain from the City a driveway access. The City may require an improved driveway approach beyond gravel at the interface of the southern edge of Sportsman Club Road and the proposed development.
- c. Proponent will be required to obtain a new address permit for the proposed development.
- d. Proponent will be required to obtain a new water service for the proposed development and will be required to pay the costs and fees associated with that utility service.
- e. Proponent will have to site register both lots associated with the proposed development and will be required to do so as part of any proposed boundary line adjustment process. Installation of any septic system must be in accordance with Clallam County Environmental Health's on-site septic rules and regulations. All on-site septic work must be concluded and approved by Clallam County prior to the City's issuance of any building permit for this development.
- f. All grading associated with the development of the proposed gravel driveway must be done in accordance with a grading permit and the proponent must take precautions to ensure that silts and sediments do not leave the development area through the use of siltation fences or similar best management practices. Proponent will ensure that any soils, gravels, or materials used in association with the development of any space is from local sources and monitored to ensure that invasive species such as scotch broom do not become established in the filled areas.

- g. Prior to any construction, proponents will request a utility locate by utilizing the State's Call Before You Dig program to determine locations of underground utilities in the project area. Proponents, and their contractors, are required to ensure the protection of such utilities during the construction period and may be required to work with utility providers to accommodate or relocate such utilities.
- h. Proponents, their contractor, or any subcontractors, and their employees are required to immediately stop construction upon discovering of any archaeological resource(s), as well as any discovery of human remains. Further, they all shall be required to notify the City of Forks (Forks Police Department and City Attorney's Office), the Quileute Tribal Council, Hoh Tribal Council, and DAHP. Failure to do so may result in state action and penalties.
- i. All stormwater drainage must be done pursuant to the terms of any grading and/or building permit with the specific requirement that the stormwater be maintained on site with all onsite stormwater infiltration improvements occurring outside of the buffer area associated with Mill Creek. Further, the proposed storm water drainage system may require registration with the Washington Department of Ecology as an injection well or network of such. If such registration is required, the proponents shall ensure such registration occurs prior to project completion.
- j. Exterior lighting for the development will be installed in such a manner as to direct light downward and towards the shared driveway areas and specifically away from the neighboring residence, as well as Mill Creek.
- k. All utility connections must be done pursuant to the utility providers' requirements in a manner that meets local, state and/or federal code requirements.

The Lead Agency has determined that the above proposed redevelopment does not have a probable significant adverse impact based upon the proposed mitigation required above. An environmental impact statement (EIS) is not required under RCW 43.21C.030(2). This decision was made after review of a complete environmental checklist and other information on file with the lead agency. This information is available to the public on request.

This MDNS is issued under 197-11-340 (2); the lead agency will not act on this proposal for a period of 14 days from the date of issuance to allow for agency review and comment, as well as comments from the general public. Comments must be submitted to the City Planner at:

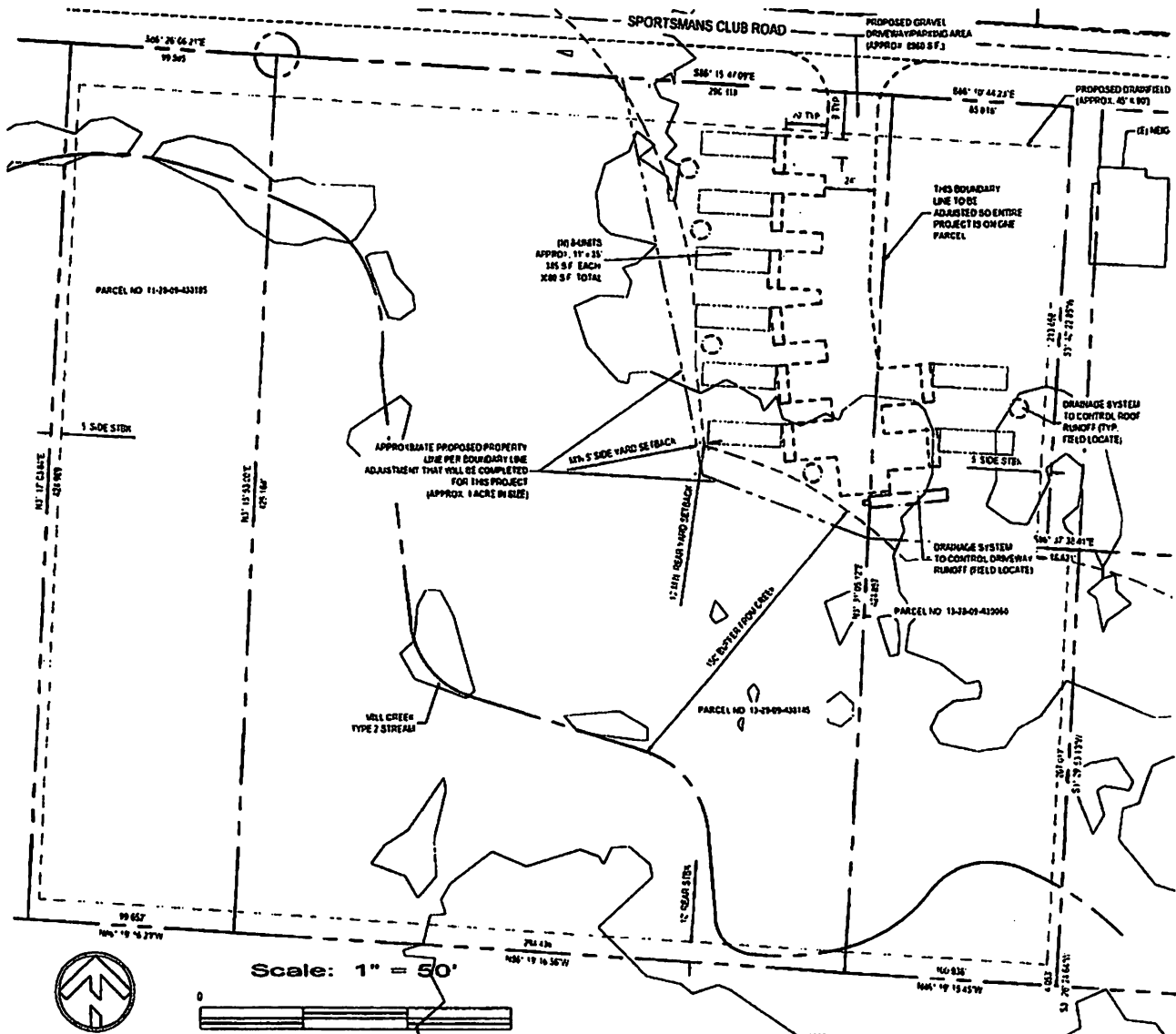
Rod Fleck, City Attorney/Planner
 Forks City Hall
 500 East Division
 Forks, Washington 98331

Comments will be accepted up to Noon, 10 April 2026. The City will review said comments together to determine the impact upon the stated MDNS. Submittal of comments is not the same as a written appeal of this determination, or asserting lead agency status. The City may not issue any other determination if the review of the comments does not alter the stated MDNS.

You may appeal this determination no later Noon, 10 April 2026, by filing a written appeal with the City Clerk of Forks at 500 East Division, Forks, Washington 98331. You should be prepared to make specific factual objections. The appeal must be received prior to Noon. Contact Rod Fleck at 360/374-5412, ext. 111 to read or ask about the procedures for appeals.



Date: 26 March 2026
William R. Fleck
Attorney/Planner



Site Plan Notes:

- Proposed project is located outside the 150' buffer to Mill Creek based on use of County GIS information. Possible minor adjustments to the site plan may be completed once the actual location of the creek and flood plain areas have been field located by surveyor.
- A boundary line adjustment will be completed as part of this project. Final location of the boundary lines will be determined once mapping of stream, flood plain, etc. are mapped by surveyor as noted in note #1.

LEGEND

- (E) EASEMENT LINES
- PROPERTY LINE
- PROPERTY SETBACK
- (S) STORAGE DRAIN LINE
- (D) BUILDING FOOTPRINT
- (F) BUILDING FOOTPRINT
- (R) ROOF LINES
- (G) EDGE OF GRAVEL
- (L) EDGE OF GRAVEL
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- VEGETATION LINE

LOCATION AND ELEVATION NOTE

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PRELIMINARY SITE PLAN

ZENOVIC & ASSOCIATES
INCORPORATED

CLIENT:
TOM TUCKER
170 SPORTSMANS CLUB RD
FOKES, WA 98331

TITLE:
SITE PLAN WITH DRAINAGE FOR TUCKER, 713 SENE RD, SEQUIM, WA 98287
CLALLAM COUNTY, PARCEL NUMBERS 11-28-01-41204, 0145 & 0185

SCALE:
1" = 50'

DATE:
3/18/2026

FILE:
25256 E11FRACYNEW

JOB NO:
26056

SHEET
C1

Rod Fleck

From: Corey Pearson <unitedconcepts@mac.com>
Sent: Tuesday, April 14, 2026 3:59 PM
To: Rod Fleck
Subject: Re: DNR Communication Regarding Historic Wells – 170 Sportsman Club Road

Yes, and his realtor, Rachel Breed, is also aware.

On Apr 14, 2026, at 2:14 PM, Rod Fleck <rodf@forkswashington.org> wrote:

Received. Has this been shared with the applicant?

Rod

William R. Fleck
City Attorney/Planner
500 East Division Street
Forks, WA 98331
rodf@forkswashington.org
360/374-5412
"Fortes Fortuna Juvat"

From: Corey Pearson <unitedconcepts@mac.com>
Sent: Tuesday, April 14, 2026 2:10 PM
To: Rod Fleck <rodf@forkswashington.org>
Subject: DNR Communication Regarding Historic Wells – 170 Sportsman Club Road

Dear Rod,

I am writing to formally share information I received from the Washington Department of Natural Resources (DNR) regarding the property located at **170 Sportsman Club Road**, specifically in relation to historic oil and gas well activity on the site.

I contacted DNR to better understand any potential environmental or safety considerations associated with the property, given its pending sale and proposed future use. Below is a summary of the information provided by Rian Skov, Lead Regulatory Geologist and Deputy Oil and Gas Supervisor:

- **Two historic wells are documented on the property: CM-1 and CM-4.**
- **Well CM-1**
 - Drilled by the Washington Oil Company (formerly part of Standard Oil prior to its dissolution in 1911).
 - The company appears to have dissolved around 1965.
 - **No records of plugging or abandonment are on file with DNR**, though absence of records does not confirm whether proper closure occurred.
- **Well CM-4**

- Drilled by the Forks Drilling Company (also referred to as Forks Development Company).
- No active business records exist for either entity in Washington State.
- Only limited driller logs are available; no closure or remediation records are on file.
- **Record Limitations**
 - DNR noted that it is not unusual to lack complete records for wells drilled between 1912 and 1924.
- **Environmental Considerations**
 - Due to unknown well construction and closure status, **soil and water contamination is a definite possibility.**
 - DNR recommended environmental testing prior to any new construction, including:
 - Soil sampling near well sites
 - Water sampling downstream in the creek
 - Air testing for potential gas emissions
- **Public Health & Safety**
 - Potential gas emissions could present a hazard, depending on concentration.
 - While significant accumulation would be required to reach explosive thresholds, DNR advised that **evaluation by environmental consultants and local fire authorities would be appropriate.**
- **Remediation Status**
 - There are currently **no known cleanup efforts or responsible entities**, as the original companies are defunct.
 - Any required remediation would fall under the Department of Ecology if contamination above regulatory limits is identified.
 - It was suggested that Ecology be contacted to determine whether any historical cleanup (e.g., 1970s–1980s) may have occurred.
- **Recommended Next Step**
 - DNR strongly advised engaging an **environmental consulting firm** to conduct testing and establish whether a risk is present before proceeding with development.

Given the proximity of the property to a creek and the proposed use involving residential or short-term occupancy, I believe this information is important for the City's awareness as it relates to land use, environmental safety, and public health considerations.

My intent in sharing this is simply to ensure that all relevant information is available as discussions or decisions move forward. I appreciate your time in reviewing this and am happy to provide the full correspondence and well records provided by DNR if helpful or appropriate.

Please let me know if there is any additional information you would like me to gather or share.

Respectfully,
Corey Pearson
Property Owner

Rod Fleck

From: Seth Rodman <Seth@zenovic.net>
Sent: Wednesday, April 15, 2026 8:46 AM
To: Rod Fleck
Cc: Tom Tucker; Tracy Gudgel
Subject: RE: DNR Communication Regarding Historic Wells – 170 Sportsman Club Road
Attachments: DNR Map.pdf

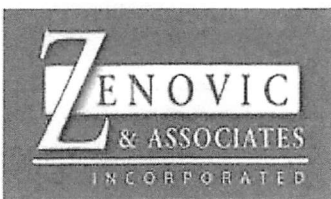
Rod,

I reviewed the DNR Geologic Information Portal and based on their mapping it appears that the wells in question are located on the adjacent property to the east. Attached is a printout from the DNR's portal which I have marked up with the approximate parcel line locations taken from the Clallam County GIS data. The well labeled *Washington (Old)* corresponds to well CM-1 and *Forks No. 2* corresponds to well CM-4 as referenced by the DNR below.

The proposed project spans parcels 13-28-09-43-0185, 0145 and 0060 with all planned developed being on the east side of parcel 43-0145 and on parcel 43-0060. I estimate that the closest that the proposed development could get to those wells is approximately 350 feet as limited by the 150' creek buffer.

Thank you,

Seth Rodman, P.E.
Zenovic & Associates, Inc.
301 East 6th Street
Port Angeles, WA 98363
PH: (360) 417-0501
Fax: (360) 417-0514



From: Rod Fleck <rodf@forkswashington.org>
Sent: Tuesday, April 14, 2026 5:31 PM
To: Tom Tucker <tomtuckerfishing@gmail.com>; Seth Rodman <Seth@zenovic.net>; Tracy Gudgel <tracy@zenovic.net>
Subject: FW: DNR Communication Regarding Historic Wells – 170 Sportsman Club Road

Gentlemen,

Based upon this information received earlier today, I will be asking the Planning Commission to add conditions associated with the received information and particularly the DNR suggestions regarding the DNR official's advisement found within this document below.

Sincerely,

Rod

William R. Fleck
City Attorney/Planner
500 East Division Street
Forks, WA 98331
rodf@forkswashington.org
360/374-5412
"Fortes Fortuna Juvat"

From: Corey Pearson <unitedconcepts@mac.com>
Sent: Tuesday, April 14, 2026 3:59 PM
To: Rod Fleck <rodf@forkswashington.org>
Subject: Re: DNR Communication Regarding Historic Wells – 170 Sportsman Club Road

Yes, and his realtor, Rachel Breed, is also aware.

On Apr 14, 2026, at 2:14 PM, Rod Fleck <rodf@forkswashington.org> wrote:

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Rod

William R. Fleck
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500 East Division Street
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Sent: Tuesday, April 14, 2026 2:10 PM
To: Rod Fleck <rodf@forkswashington.org>
Subject: DNR Communication Regarding Historic Wells – 170 Sportsman Club Road

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I contacted DNR to better understand any potential environmental or safety considerations associated with the property, given its pending sale and proposed future use. Below is a summary of the information provided by Rian Skov, Lead Regulatory Geologist and Deputy Oil and Gas Supervisor:

- **Two historic wells are documented on the property: CM-1 and CM-4.**
- **Well CM-1**

- Drilled by the Washington Oil Company (formerly part of Standard Oil prior to its dissolution in 1911).
- The company appears to have dissolved around 1965.
- **No records of plugging or abandonment are on file with DNR**, though absence of records does not confirm whether proper closure occurred.
- **Well CM-4**
 - Drilled by the Forks Drilling Company (also referred to as Forks Development Company).
 - No active business records exist for either entity in Washington State.
 - Only limited driller logs are available; no closure or remediation records are on file.
- **Record Limitations**
 - DNR noted that it is not unusual to lack complete records for wells drilled between 1912 and 1924.
- **Environmental Considerations**
 - Due to unknown well construction and closure status, **soil and water contamination is a definite possibility**.
 - DNR recommended environmental testing prior to any new construction, including:
 - Soil sampling near well sites
 - Water sampling downstream in the creek
 - Air testing for potential gas emissions
- **Public Health & Safety**
 - Potential gas emissions could present a hazard, depending on concentration.
 - While significant accumulation would be required to reach explosive thresholds, DNR advised that **evaluation by environmental consultants and local fire authorities would be appropriate**.
- **Remediation Status**
 - There are currently **no known cleanup efforts or responsible entities**, as the original companies are defunct.
 - Any required remediation would fall under the Department of Ecology if contamination above regulatory limits is identified.
 - It was suggested that Ecology be contacted to determine whether any historical cleanup (e.g., 1970s–1980s) may have occurred.
- **Recommended Next Step**
 - DNR strongly advised engaging an **environmental consulting firm** to conduct testing and establish whether a risk is present before proceeding with development.

Given the proximity of the property to a creek and the proposed use involving residential or short-term occupancy, I believe this information is important for the City's awareness as it relates to land use, environmental safety, and public health considerations.

My intent in sharing this is simply to ensure that all relevant information is available as discussions or decisions move forward. I appreciate your time in reviewing this and am happy to provide the full correspondence and well records provided by DNR if helpful or appropriate.

Please let me know if there is any additional information you would like me to gather or share.

Respectfully,
Corey Pearson
Property Owner

TO: Forks Planning Commission

FROM: Rod Fleck, Attorney/Planner

RE: Additional Recommendations associated with the 14 April 2026 DNR Email and historic oil and gas well activity on site.

Below are my recommended conditions for the 8-Unit Small Inn CUP arising from the email provided, and read into the record, by Corey Pearson forwarding information from the Department of Natural Resources' Rian Skov, Lead Regulatory Geologist and Deputy Oil and Gas Supervisor.

Recommended Conditions for the Conditional Use Permit associated with the DNR comments associated with the two historic wells. These recommendations specifically relate to issues raised about pre-existing land contamination and risks to public safety in relationship between the historic wells and the proposed development:

- 1. Survey and document the location of the two wells in relationship to the three parcels and specifically in relationship to the area of proposed development that would be the subject of a boundary line adjustment if the CUP were to be approved.**
- 2. Proponent must undertake soil, air, and water samplings near the well sites prior to any development or boundary line adjustment of the property lines where the wells are located. Similar samplings are also required on the two other lots, if the wells are not located on those lots, per the documented recommendations of an environmental consultant discussed below.**
- 3. Proponent must have an environmental consultant, and local fire authorities, determine if potential gas emissions could present a hazard on the proposed development site and lots associated with the boundary line adjustment.**
- 4. Proponent must have an environmental consultant determine, via testing, whether a risk is present from the historic wells to the area associated with the development before proceeding with any construction of that development.**

From: Corey Pearson <unitedconcepts@mac.com>

Sent: Tuesday, April 14, 2026 3:59 PM

To: Rod Fleck <rodf@forkswashington.org>

Subject: Re: DNR Communication Regarding Historic Wells – 170 Sportsman Club Road

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City Attorney/Planner

500 East Division Street

Forks, WA 98331

rodf@forkswashington.org

360/374-5412

"Fortes Fortuna Juvat"

From: Corey Pearson <unitedconcepts@mac.com>

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 - Potential gas emissions could present a hazard, depending on concentration.
 - While significant accumulation would be required to reach explosive thresholds, DNR advised that **evaluation by environmental consultants and local fire authorities would be appropriate.**

- **Remediation Status**

- There are currently **no known cleanup efforts or responsible entities**, as the original companies are defunct.
- Any required remediation would fall under the Department of Ecology if contamination above regulatory limits is identified.
- It was suggested that Ecology be contacted to determine whether any historical cleanup (e.g., 1970s–1980s) may have occurred.

- **Recommended Next Step**

- DNR strongly advised engaging an **environmental consulting firm** to conduct testing and establish whether a risk is present before proceeding with development.

Given the proximity of the property to a creek and the proposed use involving residential or short-term occupancy, I believe this information is important for the City's awareness as it relates to land use, environmental safety, and public health considerations.

My intent in sharing this is simply to ensure that all relevant information is available as discussions or decisions move forward. I appreciate your time in reviewing this and am happy to provide the full correspondence and well records provided by DNR if helpful or appropriate.

Please let me know if there is any additional information you would like me to gather or share.

Respectfully,
Corey Pearson
Property Owner

BIDDER BIDDER ADDRESS WASHINGTON STATE WORKMAN'S COMP. ACCT. NO. WASHINGTON STATE CONTRACTOR'S REG. NUMBER BID BOND OR OTHER GOOD FAITH TOKEN				ENGINEER'S ESTIMATE		Roglin's Inc 321 W State Street Arberdeen, WA 98520 141-005-883 ROGNL**342LF 5% BID BOND		Lakeside Insudtries , Inc. PO Box 728 Port Angeles, WA 98363 601-106-847 LAKEESI*274JD 5% BID BOND		NOVA Contracting, Inc. 6526 100th Ave. SW Olympia, WA 98512 601-964-026 NOVACI*991N3 5% BID BOND	
NO.	ITEM	QUANTITY	UNIT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
001	SPCC Plan (SS 1-07.15(1))	1	LS	\$500.00	\$500.00	\$1,000.00	\$1,000.00	\$1,500.00	\$1,500.00	\$600.00	\$600.00
002	Record Drawing (SP 1-05.18)	1	LS	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,500.00	\$1,500.00	\$1,400.00	\$1,400.00
003	Project Temporary Traffic Control (SS 1-10)	1	LS	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$89,000.00	\$89,000.00	\$6,000.00	\$6,000.00
004	Clearing and Grubbing (SS 2-01)	1	LS	\$3,000.00	\$3,000.00	\$4,000.00	\$4,000.00	\$15,000.00	\$15,000.00	\$37,000.00	\$37,000.00
005	Removal of Structures and Obstructions (SP 2-02)	1	LS	\$8,000.00	\$8,000.00	\$3,000.00	\$3,000.00	\$24,000.00	\$24,000.00	\$45,000.00	\$45,000.00
006	Excavation, Embankment, Grading, Incl. Haul (SP 2-03)	170	CY	\$90.00	\$15,300.00	\$26.00	\$4,420.00	\$180.00	\$30,600.00	\$50.00	\$8,500.00
007	Locate Existing Utilities (SP 2-09.5)	1	LS	\$500.00	\$500.00	\$500.00	\$500.00	\$3,900.00	\$3,900.00	\$1,000.00	\$1,000.00
008	Construction Geotextile for Underground Drainage (SS 2-12)	452	SY	\$3.00	\$1,356.00	\$4.00	\$1,808.00	\$1.75	\$791.00	\$5.00	\$2,260.00
009	Shoulder Finishing (SS 4-04)	0.19	MI	\$10,000.00	\$1,900.00	\$18,600.00	\$3,534.00	\$32,000.00	\$6,080.00	\$30,000.00	\$5,700.00
010	Pavement Pulverization (SP 4-05)	3756	SY	\$4.00	\$15,024.00	\$9.50	\$35,682.00	\$15.70	\$58,969.20	\$8.00	\$30,048.00
011	HMA CL 3/8", PG 58H-22 (0.3-3 ESAL) (3 Inch Roadway Section)(SP 5-04)	642	TN	\$180.00	\$115,560.00	\$256.00	\$164,352.00	\$190.00	\$121,980.00	\$410.00	\$263,220.00
012	HMA CL 3/8", PG 58H-22 (0.3-3 ESAL) (2 Inch Driveway Transition)(SP 5-04)	36	TN	\$210.00	\$7,560.00	\$463.00	\$16,668.00	\$355.00	\$12,780.00	\$385.00	\$13,860.00
013	Gravel Backfill for Drain (SS 7-01)	92	CY	\$80.00	\$7,360.00	\$62.00	\$5,704.00	\$150.75	\$13,869.00	\$100.00	\$9,200.00
014	Perforated Corrugated Polyethelene Underdrain Pipe 18 in diam (SP 7-04)	245	LF	\$200.00	\$49,000.00	\$58.00	\$14,210.00	\$125.00	\$30,625.00	\$115.00	\$28,175.00
015	Adjust Manhole (SP 7-05)	4	EA	\$500.00	\$2,000.00	\$500.00	\$2,000.00	\$1,400.00	\$5,600.00	\$1,000.00	\$4,000.00
016	Connection to Drainage Structure (SS 7-05)	2	EA	\$500.00	\$1,000.00	\$1,400.00	\$2,800.00	\$1,500.00	\$3,000.00	\$2,000.00	\$4,000.00
017	Catch Basin, Type 1 (SP 7-05)	2	EA	\$2,250.00	\$4,500.00	\$2,000.00	\$4,000.00	\$8,600.00	\$17,200.00	\$3,000.00	\$6,000.00
018	Catch Basin Type 2, 48 in Diam (SP 7-05)	2	EA	\$5,000.00	\$10,000.00	\$4,600.00	\$9,200.00	\$11,500.00	\$23,000.00	\$8,000.00	\$16,000.00
019	Cleaning Existing Drainage Structures (SP 7-07)	1	LS	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$6,850.00	\$6,850.00	\$3,000.00	\$3,000.00
020	C900 DR-Pipe, 12 in. Diam (Incl. Bedding)(SP 7-08)	40	LF	\$180.00	\$7,200.00	\$80.00	\$3,200.00	\$255.50	\$10,220.00	\$150.00	\$6,000.00
021	Adjust Water Valve (SP 7-09)	8	EA	\$500.00	\$4,000.00	\$300.00	\$2,400.00	\$450.00	\$3,600.00	\$500.00	\$4,000.00
022	Erosion Control and Water Pollution Prevention (SP 8-01.5(1))	1	LS	\$3,000.00	\$3,000.00	\$1,000.00	\$1,000.00	\$1,500.00	\$1,500.00	\$2,187.00	\$2,187.00
023	Detectable Warning Surface (SS 8-14)	40	SF	\$60.00	\$2,400.00	\$40.00	\$1,600.00	\$155.00	\$6,200.00	\$50.00	\$2,000.00
024	Mailbox Suport, Type 2 (SS 8-18)	5	EA	\$750.00	\$3,750.00	\$400.00	\$2,000.00	\$650.00	\$3,250.00	\$300.00	\$1,500.00
025	Permanant Signing (SP 8-21.5)	1	LS	\$4,000.00	\$4,000.00	\$3,000.00	\$3,000.00	\$3,200.00	\$3,200.00	\$1,000.00	\$1,000.00
026	Paint Line (White) (SS 8-22)	1534	LF	\$2.00	\$3,068.00	\$1.00	\$1,534.00	\$0.95	\$1,457.30	\$1.00	\$1,534.00
027	Paint Line (Yellow) (SS 8-22)	2976	LF	\$2.00	\$5,952.00	\$1.00	\$2,976.00	\$0.95	\$2,827.20	\$1.00	\$2,976.00
028	Painted Traffic Letter	4	EA	\$400.00	\$1,600.00	\$180.00	\$720.00	\$194.00	\$776.00	\$200.00	\$800.00
029	Painted Crosswalk Line (SS 8-22)	144	SF	\$3.50	\$504.00	\$6.25	\$900.00	\$6.50	\$936.00	\$5.00	\$720.00
030	Painted Stop Line (SS 8-22)	30	LF	\$15.00	\$450.00	\$13.00	\$390.00	\$14.25	\$427.50	\$11.00	\$330.00
Subtotal:					\$304,484.00		\$318,598.00		\$500,638.20		\$508,010.00
Sales Tax @ 0% Per W.S. Revenue Rule No. 171					\$0.00		\$0.00		\$0.00		\$0.00
SCHEDULE A CONSTRUCTION COST					\$304,484.00		\$318,598.00		\$500,638.20		\$508,010.00

DATE: MAY 26, 2026
DRAWN: HJR
CHECKED: DEJ
APPROVED: DEJ

CITY OF FORKS
WEST E STREET RECONSTRUCTION

BIDDER BIDDER ADDRESS				ENGINEER'S ESTIMATE		Roglin's Inc 321 W State Street Arberdeen, WA 98520 141-005-883 ROGNL**342LF 5% BID BOND		Lakeside Insudtries , Inc. PO Box 728 Port Angeles, WA 98363 601-106-847 LAKEESI*274JD 5% BID BOND		NOVA Contracting, Inc. 6526 100th Ave. SW Olympia, WA 98512 601-964-026 NOVACI*991N3 5% BID BOND	
WASHINGTON STATE WORKMAN'S COMP. ACCT. NO. WASHINGTON STATE CONTRACTOR'S REG. NUMBER BID BOND OR OTHER GOOD FAITH TOKEN											
NO.	ITEM	QUANTITY	UNIT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
100	Mobilization, Cleanup, and Demobilization (SP 1-09.7)	1	LS	\$45,000.00	\$45,000.00	\$10,000.00	\$10,000.00	\$117,000.00	\$117,000.00	\$55,000.00	\$55,000.00
101	Crushed Surfacing Top Course (Under Sidewalk &/ or Curb) (SP 4-04)	222	TN	\$80.00	\$17,760.00	\$50.00	\$11,100.00	\$146.00	\$32,412.00	\$60.00	\$13,320.00
102	HMA CL 3/8", PG 58H-22 (0.3-3 ESAL) (2 in Sidewalk Section) (SP 5-04)	123	TN	\$250.00	\$30,750.00	\$444.00	\$54,612.00	\$290.00	\$35,670.00	\$327.00	\$40,221.00
103	Cement Concrete Curb with Scuppers (SP 8-04)	791	LF	\$75.00	\$59,325.00	\$66.00	\$52,206.00	\$114.00	\$90,174.00	\$50.00	\$39,550.00
Subtotal:					\$152,835.00		\$127,918.00		\$275,256.00		\$148,091.00
Sales Tax @ 0% Per W.S. Revenue Rule No. 171					\$0.00		\$0.00		\$0.00		\$0.00
SCHEDULE A CONSTRUCTION COST					\$152,835.00		\$127,918.00		\$275,256.00		\$148,091.00
TOTAL: BADE BID +ALTERNATIVE A Cement Curb With Scuppers							\$446,516.00		\$775,894.20		\$656,101.00

BIDDER BIDDER ADDRESS WASHINGTON STATE WORKMAN'S COMP. ACCT. NO. WASHINGTON STATE CONTRACTOR'S REG. NUMBER BID BOND OR OTHER GOOD FAITH TOKEN				ENGINEER'S ESTIMATE		Roglin's Inc 321 W State Street Arberdeen, WA 98520 141-005-883 ROGNL**342LF 5% BID BOND		Lakeside Insudtries , Inc. PO Box 728 Port Angeles, WA 98363 601-106-847 LAKEESI*274JD 5% BID BOND		NOVA Contracting, Inc. 6526 100th Ave. SW Olympia, WA 98512 601-964-026 NOVACI*991N3 5% BID BOND	
NO.	ITEM	QUANTITY	UNIT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
100	Mobilization, Cleanup, and Demobilization (SP 1-09.7)	1	LS	\$38,000.00	\$38,000.00	\$10,000.00	\$10,000.00	\$85,000.00	\$85,000.00	\$55,000.00	\$55,000.00
101	Crushed Surfacing Top Course (Under Sidewalk &/ or Curb) (SP 4-04)	227	TN	\$80.00	\$18,160.00	\$50.00	\$11,350.00	\$146.00	\$33,142.00	\$60.00	\$13,620.00
102	HMA CL 3/8", PG 58H-22 (0.3-3 ESAL) (2-Inch Sidewalk Section) (SP 5-04)	130	TN	\$210.00	\$27,300.00	\$432.00	\$56,160.00	\$270.00	\$35,100.00	\$327.00	\$42,510.00
103	Extruded Cement Concrete Curb with Scuppers (SP 8-04)	791	LF	\$50.00	\$39,550.00	\$46.00	\$36,386.00	\$25.50	\$20,170.50	\$29.00	\$22,939.00
Subtotal:					\$123,010.00		\$113,896.00		\$173,412.50		\$134,069.00
Sales Tax @ 0% Per W.S. Revenue Rule No. 171					\$0.00		\$0.00		\$0.00		\$0.00
SCHEDULE A CONSTRUCTION COST					\$123,010.00		\$113,896.00		\$173,412.50		\$134,069.00
TOTAL: BASE BID +ALTERNATIVE B Extrudeded Concrete Curb with Scuppers							\$432,494.00		\$674,050.70		\$642,079.00



Olympic Region
7407 31st Ave NE, Lacey
P.O. Box 47440
Olympia, WA 98504-7440
360-357-2600 / Fax 360-357-2601
TTY: 1-800-833-6388
www.wsdot.wa.gov

June 1, 2026

Tim Fletcher
Mayor, City of Forks
timf@forkswashington.org

RE: **Letter of Understanding (LOU): Radar Speed Feedback Signs**
US 101, MP 190.67 to MP 192.20: City of Forks

The following defines the expectations between the Washington State Department of Transportation (WSDOT) and the City of Forks Public Works (CITY) for the maintenance and operation of radar speed feedback signs within the 30-mph speed zone on US 101 between the mileposts noted above.

Description

The CITY will install radar feedback signs in response to constituent safety concerns. The CITY will install the radar feedback signs at the beginnings of the speed zone at or near the mileposts noted above (see Exhibit A).

Details

- The CITY is responsible for the operation of the radar feedback signs.
- The CITY is responsible for the maintenance of the radar feedback signs and all associated equipment including replacement if damaged or stolen.
- WSDOT, at no cost to the CITY, is responsible for the maintenance of the signposts along with the speed limit (sign code R2-1) signs.
- The CITY shall mount the radar feedback signs directly below the existing speed limit signs only and shall not cover any portion of the speed limit signs.
- The CITY shall mount the radar feedback signs at a minimum vertical height of five (5) feet per WSDOT [Standard Plan G-20.10](#).
- The CITY is required to obtain a [general permit](#) from WSDOT when doing any work within WSDOT right of way.
- The CITY shall set the radar feedback sign display settings as follows:
 - Below 30-mph: No display.
 - Between 30-mph and 35-mph: Speed displayed.
 - Over 35-mph: Warning displayed.

Thank you for your cooperation in this matter.

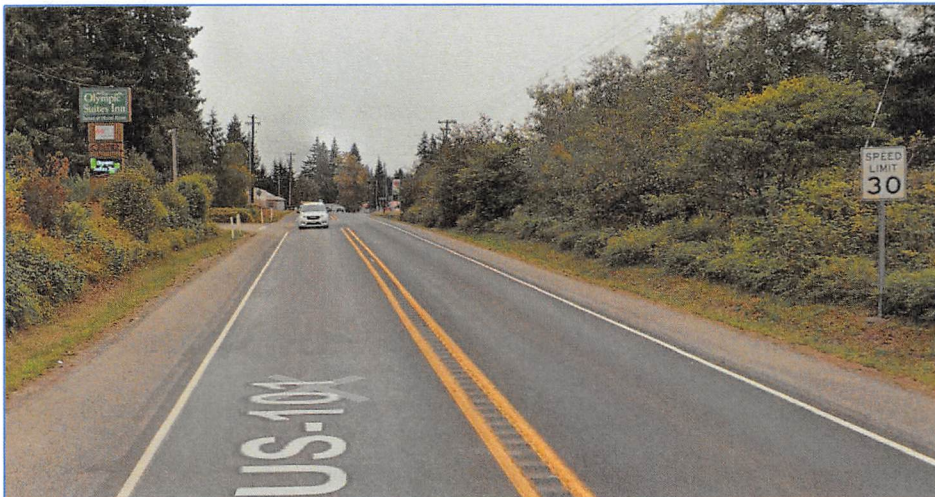
Date
Justin Belk, P.E.
Traffic Operations Engineer
WSDOT, Olympic Region Traffic

Date
Tim Fletcher
Mayor
City of Forks

Exhibit A: US 101, City of Forks - Radar Feedback Sign Locations



US 101, MP 190.64 NB (south of Sportsmans Club Road)
<https://maps.app.goo.gl/Z2Vc83ECGY3Zpv3F7>



US 101, MP 192.20 SB (north of Olympic Drive)
<https://maps.app.goo.gl/XT41ThB1JoRLGGkU7>

JB:kk

cc: File: Letter of Understanding
Maintenance Area 3
TRACTS

**PROFESSIONAL SERVICES AGREEMENT BETWEEN
THE CITY OF FORKS AND MAHONEY PLANNING, LLC**

THIS PROFESSIONAL SERVICES AGREEMENT is entered into by and between the City of Forks, Washington, a municipal corporation (“City”) and Mahoney Planning, LLC, a limited liability company organized under the laws of the State of Washington, located and doing business at 1410 S Meridian Ste B, Puyallup, WA, 98371-6902, (hereinafter the “Consultant”).

RECITALS:

WHEREAS, the City desires to have SEPA review and SEPA Official related services performed on behalf of the City during the absence of the City Planner/SEPA Official; and

WHEREAS, the City has selected the Consultant to perform such services pursuant to certain terms and conditions;

NOW, THEREFORE, in consideration of the mutual benefits and conditions set forth below, the Parties agree as follows:

AGREEMENT:

1. Scope of Services to be Performed by Consultant.

The Consultant shall perform the work as assigned by the City, which may include the services described in Exhibit “A” of this Agreement which is attached hereto and incorporated herein by this reference as if set forth in full. However, if Exhibit “A” conflicts with the terms of this Agreement, this Agreement shall control. Additional work may be assigned by the City, however, this Agreement does not obligate the City to assign any specific work or any work to the Consultant. In performing the services, the Consultant shall comply with all federal, state, and local laws and regulations applicable to the services. The Consultant shall perform the services diligently and completely and in accordance with professional standards of conduct and performance.

2. Compensation and Method of Payment.

The City shall pay the Consultant for services rendered according to the rates set forth in Exhibit “A”. The City shall pay the Consultant for services rendered within ten (10) days after City Council voucher approval. However, if the City objects to all or any portion of an invoice, it shall notify Consultant and reserves the option to only pay that portion of the invoice not in dispute. In that event, the Parties will immediately make every effort to settle the disputed portion.

3. Duration of Agreement. This Agreement shall be in full force and effect for a period commencing on the date the last Party executes this Agreement and ending December 31, 2026 unless sooner terminated under the provisions of this Agreement or extended by mutual agreement of the Parties. Time is of the essence of this Agreement in each and all of its provisions in which performance is required.

4. Ownership and Use of Documents.

A. *Ownership.* Any records, files, documents, drawings, specifications, data, or information, regardless of form or format, and all other materials produced by the Consultant in connection with the services provided to the City, shall be the property of the City whether the project for which they were created is executed or not.

B. *Records preservation.* Consultant understands that this Agreement is with a government agency and thus all records created or used in the course of Consultant's work for the City are considered "public records" and may be subject to disclosure by the City under the Public Records Act, Chapter 42.56 RCW ("the Act"). Consultant agrees to safeguard and preserve records in accordance with the Act. The City may be required, upon request, to disclose the Agreement, and the documents and records submitted to the City by Consultant, unless an exemption under the Public Records Act applies. If the City receives a public records request and asks Consultant to search its files for responsive records, Consultant agrees to make a prompt and thorough search through its files for responsive records and to promptly turn over any responsive records to the City's public records officer at no cost to the City.

5. Independent Consultant. The Parties intend that an independent contractor-client relationship will be created by this Agreement. As the Consultant is customarily engaged in an independently established trade which encompasses the specific service provided to the City hereunder, no agent, employee, representative or sub-consultant of the Consultant shall be or shall be deemed to be the employee, agent, representative or sub-consultant of the City. In the performance of the work, the Consultant is an independent contractor with the ability to control and direct the performance and details of the work, the City being interested only in the results obtained under this Agreement. None of the benefits provided by the City to its employees, including, but not limited to, compensation, insurance, and unemployment insurance are available from the City to the employees, agents, representatives, or sub-consultants of the Consultant. The City shall not be responsible for withholding or otherwise deducting federal income tax or social security or contributing to the State Industrial Insurance Program, or otherwise assuming the duties of an employer with respect to the Consultant, or any employee of the Consultant. The Consultant will be solely and entirely responsible for its acts and for the acts of its agents, employees, representatives, and sub-consultants during the performance of this Agreement. The City may, during the term of this Agreement, engage other independent contractors to perform the same or similar work that the Consultant performs hereunder.

6. Indemnification. Consultant shall defend, indemnify, and hold the City, its officers, officials, employees, agents, and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorneys' fees, arising out of or resulting from the acts, errors or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Consultant's negligence.

It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the Parties.

The provisions of this section shall survive the expiration or termination of this Agreement.

7. Insurance. The Consultant shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

A. *Minimum Scope of Insurance.* Consultant shall obtain insurance of the types described below:

- i. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.
- ii. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
- iii. Professional Liability insurance appropriate to the Consultant's profession.

B. *Minimum Amounts of Insurance.* Consultant shall maintain the following insurance limits:

- i. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
- ii. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.

C. *Other Insurance Provision.* The Consultant's Automobile insurance policy is to contain, or be endorsed to contain, that they shall be primary insurance as respect the City. Any Insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute with it.

D. *Acceptability of Insurers.* Insurance is to be placed with insurers with a current A.M. Best rating of not less than A-VII.

E. *Verification of Coverage.* The Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work.

F. *Notice of Cancellation.* The Consultant shall provide the City with written notice of any policy cancellation, within two business days of their receipt of such notice.

G. *Failure to Maintain Insurance.* Failure on the part of the Consultant to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five business days' notice to the Consultant to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Consultant from the City.

H. *No Limitation.* Consultant's maintenance of insurance as required by the agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

8. Record Keeping and Reporting.

A. The Consultant shall maintain accounts and records, including personnel, property, financial, and programmatic records, which sufficiently and properly reflect all direct and indirect costs of any nature expended and services performed pursuant to this Agreement. The Consultant shall also maintain such other records as may be deemed necessary by the City to ensure proper accounting of all funds contributed by the City to the performance of this Agreement.

B. The foregoing records shall be maintained for a period of seven (7) years after termination of this Agreement unless permission to destroy them is granted by the Office of the Archivist in accordance with Chapter 40.14 RCW and by the City.

9. City's Right of Inspection and Audit.

A. Even though the Consultant is an independent contractor with the authority to control and direct the performance and details of the work authorized under this Agreement, the work must meet the approval of the City and shall be subject to the City's general right of inspection to secure the satisfactory completion

thereof. The Consultant agrees to comply with all federal, state, and municipal laws, rules, and regulations that are now effective or become applicable within the terms of this Agreement to the Consultant's business, equipment, and personnel engaged in operations covered by this Agreement or accruing out of the performance of such operations.

B. The records and documents with respect to all matters covered by this Agreement shall be subject at all times to inspection, review or audit by the City during the performance of this Agreement. All work products, data, studies, worksheets, models, reports, and other materials in support of the performance of the service, work products, or outcomes fulfilling the contractual obligations are the products of the City.

10. Consultant to Maintain Records to Support Independent Contractor Status. On the effective date of this Agreement (or shortly thereafter), the Consultant shall comply with all federal and state laws applicable to independent contractors including, but not limited to the maintenance of a separate set of books and records that reflect all items of income and expenses of the Consultant's business, pursuant to the Revised Code of Washington (RCW) Section 51.08.195, as required to show that the services performed by the Consultant under this Agreement shall not give rise to an employer-employee relationship between the Parties which is subject to RCW Title 51, Industrial Insurance.

11. Work Performed at the Consultant's Risk. The Consultant shall take all precautions necessary and shall be responsible for the safety of its employees, agents, and sub-consultants in the performance of the work hereunder and shall utilize all protection necessary for that purpose. All work shall be done at the Consultant's own risk, and the Consultant shall be responsible for any loss of or damage to materials, tools, or other articles used or held by the Consultant for use in connection with the work.

12. Termination.

A. The City reserves the right to terminate or suspend this Agreement at any time, with or without cause, upon seven (7) days' prior written notice. In the event of termination or suspension, all finished or unfinished documents, data, studies, worksheets, models, reports, or other materials prepared by the Consultant pursuant to this Agreement shall promptly be submitted to the City.

B. In the event this Agreement is terminated or suspended, the Consultant shall be entitled to payment for all services performed and reimbursable expenses incurred to the date of termination.

C. This Agreement may be canceled immediately if the Consultant's insurance coverage is canceled for any reason, or if the Consultant is unable to perform the services called for by this Agreement.

D. The Consultant reserves the right to terminate this Agreement with not less than fourteen (14) days written notice, or in the event that outstanding invoices are not paid within sixty (60) days.

E. This provision shall not prevent the City from seeking any legal remedies it may otherwise have for the violation or nonperformance of any provisions of this Agreement.

13. **Force Majeure.** Notwithstanding anything to the contrary in this Agreement, any prevention, delay or stoppage due to strikes, lockouts, labor disputes, acts of God, acts of war, terrorist acts, inability to obtain services, labor, or materials or reasonable substitutes therefor, governmental actions, governmental laws, regulations or restrictions, civil commotions, Casualty, actual or threatened public health emergency (including, without limitation, epidemic, pandemic, famine, disease, plague, quarantine, and other significant public health risk), governmental edicts, actions, declarations or quarantines by a governmental entity or health organization, breaches in cybersecurity, and other causes beyond the reasonable control of the Party obligated to perform, regardless of whether such other causes are (i) foreseeable or unforeseeable or (ii) related to the specifically enumerated events in this paragraph (collectively, a "Force Majeure"), shall excuse the performance of such Party for a period equal to any such prevention, delay or stoppage. To the extent this Agreement specifies a time period for performance of an obligation of either Party, that time period shall be extended by the period of any delay in such Party's performance caused by a Force Majeure. Provided however, that the current COVID-19 pandemic shall not be considered a Force Majeure unless constraints on a Party's performance that result from the pandemic become substantially more onerous after the effective date of this Agreement. In order to claim Force Majeure, the Party claiming must provide notice to the other Party within fourteen (14) days of the event which constitutes Force Majeure, or such claim shall be waived for any period in which notice was due.

14. **Discrimination Prohibited.** The Consultant shall not discriminate against any employee, applicant for employment, or any person seeking the services of the Consultant under this Agreement, on the basis of race, color, religion, creed, sex, sexual orientation, age, national origin, marital status, presence of any sensory, mental or physical disability, or other circumstance prohibited by federal, State or local law or ordinance, except for a bona fide occupational qualification.

15. **Assignment and Subcontract.** The Consultant shall not assign or subcontract any portion of the services contemplated by this Agreement without the prior written consent of the City. Any assignment made without the prior approval of the City is void.

16. **Conflict of Interest.** The Consultant represents to the City that it has no conflict of interest in performing any of the services set forth in Exhibit "A." In the event that the Consultant is asked to perform services for a project with which it may have a conflict, Consultant will immediately disclose such conflict to the City.

17. **Confidentiality.** All information regarding the City obtained by the Consultant in performance of this Agreement shall be considered confidential. Breach of confidentiality by the

Consultant shall be grounds for immediate termination.

18. Non-Appropriation of Funds. If sufficient funds are not appropriated or allocated for payment under this Agreement for any future fiscal period, the City will so notify the Consultant and shall not be obligated to make payments for services or amounts incurred after the end of the current fiscal period. This Agreement will terminate upon the completion of all remaining services for which funds are allocated. No penalty or expense shall accrue to the City in the event that the terms of the provision are effectuated.

19. Employment of State Retirees. The City is a “DRS-covered employer” which is an organization that employs one or more members of any retirement system administered by the Washington State Department of Retirement Systems (DRS). Pursuant to RCW 41.50.139(1) and WAC 415-02-325(1), the City is required to elicit on a written form if any of the Consultant’s employees providing services to the City retired using the 2008 Early Retirement Factors (ERFs), or if the Consultant is owned by an individual who retired using the 2008 ERFs, and whether the nature of the service and compensation would result in a retirement benefit being suspended. Failure to make this determination exposes the City to significant liability for pension overpayments. As a result, before commencing work under this Agreement, Consultant shall determine whether any of its employees providing services to the City or any of the Consultant’s owners retired using the 2008 ERFs, and shall immediately notify the City and shall promptly complete the form provided by the City after this notification is made. This notification to DRS could impact the payment of retirement benefits to employees and owners of Consultant. Consultant shall indemnify, defend, and hold harmless the City from any and all claims, damages, or other liability, including attorneys’ fees and costs, relating to a claim by DRS of a pension overpayment caused by or resulting from Consultant’s failure to comply with the terms of this provision. This provision shall survive termination of this Agreement.

20. Entire Agreement. This Agreement contains the entire agreement between the Parties, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or bind either of the Parties. If there is a conflict between the terms and conditions of this Agreement and the attached exhibit, then the terms and conditions of this Agreement shall prevail over the exhibit. Either Party may request changes to the Agreement. Changes which are mutually agreed upon shall be incorporated by written amendments to this Agreement.

21. Notices. All notices or other communications required or permitted under this Agreement shall be in writing and shall be (a) personally delivered, in which case the notice or communication shall be deemed given on the date of receipt at the office of the addressee; (b) sent by registered or certified mail, postage prepaid, return receipt requested, in which case the notice or communication shall be deemed given three (3) business days after the date of deposit in the United States mail; or (c) sent by overnight delivery using a nationally recognized overnight courier service, in which case the notice or communication shall be deemed given one business day after the date of deposit with such courier. In addition, all notices shall also be emailed, however, email does not substitute for an official notice. Notices shall be sent to the following addresses:

Notices to the City of Forks shall be sent to the following address:

Clerk /Treasurer
City of Forks
500 East Division Street
Forks, WA 98331-8618

Notices to the Consultant shall be sent to the following address:

Mahoney Planning, LLC
Kimberly Gunderson
1410 S Meridian Ste B
Puyallup, WA, 98371-6902

22. Applicable Law; Venue; Attorneys' Fees. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. In the event any suit, arbitration or other proceeding is instituted to enforce any term of this Agreement, the Parties specifically understand and agree that venue shall be exclusively in Clallam County, Washington. The prevailing party in any such action shall be entitled to its attorneys' fees and costs of suit, which shall be fixed by the judge hearing the case and such fee shall be included in the judgment.

23. Compliance with Laws. The Consultant agrees to comply with all federal, state, and municipal laws, rules, and regulations that are now effective or in the future become applicable to Consultant's business, equipment, and personnel engaged in operations covered by this Agreement or accruing out of the performance of those operations.

24. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall constitute an original, and all of which will together constitute this one Agreement.

25. Severability. Any provision or part of this Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken and all remaining provisions shall continue to be valid and binding upon the City and the Consultant, who agree that the Agreement shall be reformed to replace such stricken provision or part with a valid and enforceable provision that comes as close as reasonably possible to expressing the intent of the stricken provision.

[Signatures on Next Page]

IN WITNESS WHEREOF, the City and the Consultant have executed this Agreement as of the dates listed below.

CITY OF FORKS

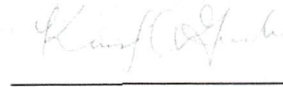


Name: Tim J Fletcher

Title: Mayor

Date: 5/29/2026

CONSULTANT



Name: Kimberly A. Gunderson

Title: Owner, Mahoney Planning LLC

Date: May 29, 2026

ATTEST



Caryn Depew
City Clerk/Treasurer

APPROVED AS TO FORM



Charlotte Archer, Interim City Attorney

EXHIBIT A

Scope of Services to be Provided by Consultant and Rates.

Consultant shall serve on an as-needed basis as the Interim SEPA Official and, in that capacity, shall perform the duties customarily associated with the role under the Washington State Environmental Policy Act (SEPA), Chapter 43.21C RCW, and applicable local codes and administrative procedures. Services may include, but are not limited to: reviewing project applications for SEPA applicability; determining the appropriate level of environmental review; preparing, issuing, and/or coordinating SEPA threshold determinations, environmental checklists, and related documentation; managing public notice and comment processes; coordinating with internal departments, external agencies, and project applicants; ensuring procedural compliance with SEPA rules and local implementing ordinances; maintaining required records; and providing technical guidance to staff, decision-makers, and the public. Consultant shall perform these services independently and exercise professional judgment consistent with statutory and regulatory requirements.

Nothing in this Agreement guarantees Consultant any specific quantity of work, hours, or assignments, and the jurisdiction shall request services solely at its discretion.

All services will be billed at an hourly rate of \$195, subject to a total contract cap of \$10,000.