

Port of Walla Walla
General Guidelines for Developing Property
at the Walla Walla Regional Airport

1. Port will approve all site plans and building designs prior to construction.
2. Port and Developer will determine general leased property boundaries. Once agreed, the Port or the Developer will obtain a survey to establish property corners and provide a drawing depicting the parcel size, which will be attached to the lease as Exhibit "A". If Port obtains survey the Developer will reimburse the Port for said survey costs.
3. A 30-foot public right-of-way and utility easement will be established from the centerline of all adjacent streets. Developers leased premises will start from the end of the 30-foot right-of-way.
4. All building construction will be set back 60-feet from the centerline of all adjacent streets.
5. Street access points into the leased parcel will be determined by the Port in consultation with the developer. All site access roads will be paved.
6. Drainage culverts will be installed on all entrance and exit roads from the leased parcel for off-site storm water purposes.
7. All utilities brought on site will be at the developers cost and will be constructed underground.
8. Sewer Service. The Port of Walla Walla charges a one-time Capital Connection Fee of \$1,000 for 2015, \$1,125 for 2017, \$1,250 for 2018, \$1,375 for 2019, \$1,500 for 2020 and \$2,000 for 2021. The Port will identify the location of the existing sewer line. Port staff will make the sewer connection to the leased premises and the developer will extend the sewer line from the Port connection point into the leased premises. Developer is required to install a 12-gauge locator wire adjacent to the sewer line. Developer will be responsible to reimburse the Port for actual labor and material costs to install the sewer service.
9. Port will determine the location of all sewer clean outs on the leased premises.
10. Water Service. The Port of Walla Walla charges a one-time Capital Connection Fee of \$1,000 for 2015, \$1,125 for 2017, \$1,250 for 2018, \$1,375 for 2019, \$1,500 for 2020 and \$2,000 for 2021. The Port will identify the location of the existing water line. Port staff will determine the minimum size and type of water meter to be installed. The Port will install the water service and meter and the developer shall extend the water line into the leased premises from the water meter. Developer is required to install a 12-gauge locator wire adjacent to the water line. Developer will be responsible to reimburse the Port for actual labor and material costs to install the water service.
11. A backflow prevention unit will be required and installed on all new water hookups and/or new developments.

12. All tenant signage will be installed on the building(s) and approved by the Port and Walla Walla County Regional Planning Department.
13. All parking lots will be paved and striped with designated parking areas.
14. All perimeter site lighting will be installed on the buildings.
15. All outside trash containers will be completely screened by slated fencing.
16. Building addresses will be installed on each building and easily seen and readable from the nearest public road.
17. Storm water Service. All storm water will be retained on the leased site through an approved system. Developer will also prepare a storm water plan for the leased parcel that will be approved by the Port's engineering firm at developers cost. In the event the Port's storm water system can be utilized or there is discharge into the roadway swales the Port shall charge \$3.24 for every 3,000 sq.ft. of impervious surface.
18. Developer's tenants will be strictly prohibited from subleasing their leased space.
19. Developer will fill out a tenant information sheet on each tenant leasing space from the developer.
20. No hazardous materials or waste will be stored in the leased premises.
21. Mail boxes will be installed by developer with input from the Port and U.S. Postal Service.
22. No outside storage will be allowed on site unless storage is screened by slated fencing as approved by the Port. Any fencing projects on the leased parcel will be installed per the Port fencing specification guidelines. In no event shall non-business related items be stored within the fenced area including, but not limited to, cars, boats, motor homes, et.al.
23. Fire Hydrants. If additional fire hydrants are required by Walla Walla Fire District 4, developer will be required to install and pay for such improvements.
24. Developer will be required to develop a landscaping plan for the Port's approval. To encourage a healthy landscape and to encourage water conservation, landscaping shall be supported by underground sprinkler systems and a water timer. Developer will be required to install a double-back check valve on all irrigation sprinklers.
25. For wine related developments, developer may be required to connect crush pad to an underground holding tank that developer would need to pump out periodically.