

**Port of Walla Walla
Walla Walla Regional Airport
General Guidelines for Developing Property**

1. Land Lease Term. 5-year lease with (9) 5-year options for a total of 50 years. The Port of Walla Walla cannot sell the ground.
2. Lease Rate. Base rate per Port Commission Minimum Rate & Charge Guidelines for the first 5-years. Consumer Price Index (CPI) increase for each 5-year option.
3. Permitting Authority. Developer to work directly with and receive permit from Walla Walla County Community Development prior to construction.
4. 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.
5. 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.
6. All building construction will be set back 60-feet from the centerline of all adjacent streets in the Airport District.
7. For hangar construction on the airfield the developer is required to submit Form 7460-1 to the FAA (through the Obstruction Evaluation/Airport Airspace Analysis OE/AAA) website. The 7460-1 is a "Notice of Proposed Construction or Alteration" on the airport for the FAA to promote air safety and efficient use of the navigable airspace. An aeronautical study is conducted based on the information provided.
8. For hangar construction on the airfield setback a minimum of 40-feet from the east zipper lane marking.
9. For hangar construction on the airfield apron access into the leased parcel to be constructed and maintained by Developer. Pavements to meet, at a minimum, WSDOT mix specifications.
10. 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.
11. Drainage culverts will be installed on all entrance and exit roads from the leased parcel to maintain the Airport's stormwater swale system.
12. All utilities brought on site will be at the developers cost and will be constructed underground.
13. A backflow prevention unit will be required and installed on all new water hookups and/or new developments. All required maintenance and upkeep shall be at the sole cost and expense of Lessee.
14. Sewer Service. The Port of Walla Walla charges a one-time Capital Connection Fee of \$2,000 for 2021. In addition, the Developer will be responsible to reimburse the Port for actual labor and material costs to install the sewer service to the leased property line. The Port will identify the location of the existing sewer line. Port staff will make the sewer connection to the leased property line and the developer will extend the sewer line from the Port connection point into the Developer facility. Developer is required to install a 12-gauge locator wire adjacent to the sewer line.
15. Port will determine the location of all sewer clean outs on the leased premises.

16. Water Service. The Port of Walla Walla charges a one-time Capital Connection Fee of \$2,000 for 2021. In addition, the Developer will be responsible to reimburse the Port for actual labor and material costs to install the water service to the leased premises. 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 to the leased property line and the developer shall extend the water line into the facility from the water meter. Developer is required to connect water service from meter to facility using solid bruiser pipe with no couplers and to install a 12-gauge locator wire on top of or adjacent to the water line.
17. All tenant signage will be installed on the building(s) and approved by the Port.
18. All parking lots will be paved and striped with designated parking areas.
19. All perimeter site lighting will be installed on the buildings.
20. All outside trash containers will be completely screened by slated fencing.
21. Building addresses will be installed on each building and easily seen and readable from the nearest public road.
22. Stormwater Service. All stormwater will be retained on the leased premises through an approved system.
23. Developer will fill out a tenant information sheet on each tenant leasing space from the developer.
24. No hazardous materials or waste will be stored in the leased premises.
25. Mailboxes will be installed by developer with input from the Port and U.S. Postal Service.
26. 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.
27. 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.
28. 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.
29. Specific to a development with an exterior drain system (ie. winery crush pad or similar) developer required to install a valve that allows for drainage into the sewer system or to an approved stormwater retention site depending on the activity at the time of use.
30. Specific to winery production developments, developer required to install an approved drain system to collect grape skins prior to entering into the sewer line or stormwater retention site.