

**COMMUNITY DEVELOPMENT DEPARTMENT**

616 NE 4th Avenue
Camas, WA 98607
www.cityofcamas.us

January 20, 2023

Apex Education
Attn: Nick Jones
Sent via email to: nick@vestcapital.com

RE: 1241 NW Couch Street (CUP22-04 & DR22-11) application completeness review

Dear Nick,

Thank you for your application for the property located at 1241 NW Couch Street. I am the Case Planner assigned to your project. The purpose of this letter is to inform you that the above applications submitted on October 7, 2022, have been deemed incomplete in accordance with Camas Municipal Code (CMC) Section 18.55.130 and there are items that need to be addressed prior to proceeding with the review. Once the items below are submitted, staff will review the information to verify whether the application can be deemed complete. As a reminder, staff is not authorized to waive any requirement of the City Code. Any omission or failure by staff to recite applicable code requirements shall not constitute a waiver by the City of any standard or requirement.

Items necessary for completeness:

- A copy of a full title report.
- Two copies of full-sized site plan, preliminary grading plan, landscape plan, and building elevations.
- As per CMC 18.43.050 A-F Criteria of Approval for Conditional Use Permit:
 - A. The proposed use shall meet or exceed the development standards that are required in the zoning district in which the property is situated;
 - The application did not include an engineering site plan showing the following:
 - Full width of the adjacent road; including rights-of-way limits, existing sidewalks, including the dimensions of the paved surface, right-of-way, sidewalks, etc.
 - Nearest existing cross streets.
 - Existing water main and proposed location of future water services; one per dwelling unit.
 - Existing sewer main and proposed location of future sewer laterals; one per dwelling unit.

If you have any questions, please contact me at YSennewald@cityofcamas.us

Respectfully,

A handwritten signature in black ink that reads "Yvette Sennewald". The signature is fluid and cursive, with a large loop at the end of the last name.

Yvette Sennewald, Senior Planner