



**Pre-Application Meeting Notes
Green Mountain Estates
File PA 18-40**

Thursday, July 12, 2018
1:30pm, Council Chambers
616 NE Fourth Avenue, Camas, WA 98607

Applicant / Contact:	Paul Williams, Columbia NW Engineering 7504 NW 10th Ave. Vancouver, WA 98665 (360) 931-3122 paulwilliamspe@gmail.com
Representing City of Camas:	Sarah Fox, Senior Planner Anita Ashton, Engineering Project Manager Randy Miller, Fire Marshall Bob Cunningham, Building Official
Location:	4601 NE Ingle Road
Zoning:	R-10
Description:	The applicant is proposing to rezone to R-12 and to divide the parcel into 14 individual lots.

NOTICE: Notwithstanding any representation by City staff at a pre-application conference, staff is not authorized to waive any requirement of the City Code. Any omission or failure by staff to recite to an applicant all relevant applicable code requirements shall not constitute a waiver by the City of any standard or requirement. [CMC 18.55.060 (C)] This pre-application conference shall be valid for a period of 180 days from the date it is held. If no application is filed within 180 days of the conference or meeting, the applicant must schedule and attend another conference before the City will accept a permit application. [CMC 18.55.060 (D)] Any changes to the code or other applicable laws, which take effect between the pre-application conference and submittal of an application, shall be applicable. [CMC 18.55.060 (D)]. **A link to the Camas Municipal Code (CMC) can be found on the City of Camas website, <http://www.cityofcamas.us/> on the main page under "Business and Development".**

PLANNING DIVISION

SARAH FOX (360) 817-7269

The applicant is responsible for reviewing the code, addressing the applicable provisions, and paying the appropriate fees at the time of submittal.

The name of the development will need to change as the city has an approved subdivision by the same name. That development will likely have final plat approval this year. Staff provided some suggestions at the meeting in regard to choosing a name that is unique to Camas, by naming it after a historically significant person, plant or other such feature. Any of the following suggestions would work well with an “Estates” ending, or for that matter, a “Meadows”, “Heights” or “Hills”.

Watlallas Watlallas	Native American Tribe
Wright (Louisa Wright)	First woman doctor in the town – 1885
McMaster	Elizabeth McMaster first teacher -1881
Ough	Richard Ough First permanent settler 1851

Your proposal will need to comply with the general application requirements per **CMC Section 18.55.110** in addition to the specific application requirements outlined in **CMC Section 17.11.030.B** for a preliminary subdivision plat. The following is an excerpt from the requirements of CMC Section 17.11.030.B ([see code section for full text](#)):

1. Install a development sign that is visible from the public road. The sign must be at least 4’x 8’ and remain until a decision is issued. Send a photo by email to staff of the installed sign as proof for the application file.
2. Mailing labels must be provided by the Clark County Assessor for property owners within 300-feet of the subject property.
3. Submittal must include a narrative that replies to each criteria that must be met for approval. The criteria may be found at CMC§17.11.030(D).
4. Plat drawings must include the following as described in full at CMC§17.11.030(B): vicinity map; existing significant features; adjacent property owners; existing lot lines and structures; locations of streets, sidewalks, street lights, and street trees; lot dimensions and setbacks; and location and size of proposed and existing utilities.
5. Preliminary stormwater report and plan must be submitted.
6. Preliminary grading plan, which includes the total quantity of cut and fill.
7. State Environmental Policy Act (SEPA) checklist must be submitted. A current form is attached to these notes.
8. Critical area reports must be submitted for steep slopes and Critical Aquifer Recharge Areas.
 - a. General requirements for critical areas reports are found at CMC§16.51.140. The city’s code contains additional requirements for each type of critical area (e.g. steep slopes).

- b. Critical Aquifer Recharge Area report requirements are found at CMC§16.55.050.
 - c. Steep Slopes additional analysis can be found at CMC16.59.060.
9. An Archaeological Predetermination Report must be submitted that complies with [CMC§16.31.080](#), and must include proof of notification to tribes. Refer to [CMC§16.31.160](#) for notification procedure.

10. **Lot design**

- a. As discussed at the meeting, the preservation of open space tracts or dedicating land for parks or trails may allow the project to utilize the Density Standards for new lots at CMC§18.09.040(Table 2, Subsection B). Also review the criteria at CMC§18.09.060 Density transfers. If using this standard, then the project does not need to meet the “average lot size” standard of Subsection A, and may design all lots to be within the minimum and maximum of the size range.
- b. Lot lines must be at right angles or radial to curves. Refer to CMC Chapter 17.19.030.D.2. As such, the cul-de-sac lots and tracts fronting on the curved streets do not meet this requirement and shall be revised to comply with this code requirement.
- c. Lot 1 is considered to be a double frontage lot. The city has a requirements that include landscaping, fencing and setbacks that differ from other standards. Refer to CMC§17.19.030 (D)(6) Double Frontage Lots.

“Double Frontage Lots. Residential lots which have street frontage along two opposite lot lines shall be avoided, except for double frontage lots adjacent to an arterial or collector, which must comply with the following design standards:

*a. **Landscaping.** A ten-foot landscaped tract is provided along the real property line to visually buffer the rear yards from public view and prevent vehicular access. The ten-foot landscaped tract shall include a minimum two-inch caliper trees every thirty feet on center, three-foot tall shrubs that form a continuous screen, groundcover plants that fully cover the remainder of the landscaped area, and maintained in perpetuity by the homeowners association; i. If the front of the structure faces a collector or arterial street, the ten-foot landscape tract is not required; and ii. The lot must provide pedestrian access to the arterial or collector, and include a rear-loaded garage;*

*b. **Fencing and Walls.** A sight-obscuring fence or masonry wall shall be located at the line that separates the lot from the ten-foot landscape tract (see Figure 17.19-1). The design must include:*

i. The height of the fence or wall shall be a minimum four feet tall along a collector and six feet tall along an arterial; ii. The fence or wall shall include columns or physical indentations in the fence or wall at least every fifty lineal feet to reduce the massing effect of the fencing material;

*c. **Architectural Design.** Side and rear building facades visible from an arterial or collector shall maintain the architectural design, horizontal and vertical articulation, level of detail, and materials and colors consistent with the front building facade. Avoid large blank walls on side and rear building facades;*

*d. **Setbacks.** Minimum of twenty-foot setback will be provided from the property line separating the lot from the tract that is adjacent to the arterial or collector.”*

11. Per CMC 17.19.040.B.10, Street layout shall provide for the most advantageous development of the land development, adjoining area and entire neighborhood. Street segments shall be interconnected. For cross circulation, we need to see a plan that overlays the proposed development with the topography and critical areas. Comp Plan Policy T-23 requires the inclusion of pedestrian and bicycle linkages in the construction of cul-de-sacs or dead end streets.
12. There is likelihood that retaining walls will be necessary as part of this development. Include the location and height of the retaining walls on the grading plan. Also, the elevation plans with an overlay of lot layout should be included with the submittal.
13. There is no need for a zone change to develop the proposed plan.
14. Tree preservation efforts are required.
 - a. Tree survey must be conducted by biologist (include qualifications). The biologist will be required to review and coordinate tree preservation efforts with preliminary grading plans.
 - b. CMC 18.31 requires preservation of significant trees “to the extent practical”, “healthy trees” and prefers “groups of significant trees”. CMC§18.31.110 requires “mandatory preservation” in the form acceptable to the city. CMC§17.19.030 (A)(2) requires “every reasonable effort” to retain trees.
 - c. The city is considering a new tree preservation ordinance, which could be adopted in August. If you are interested in utilizing these provisions, then submittal of your application will need to occur after the code is adopted.

Potential land division fees include:

- Preliminary plat \$6,650 + \$234/lot
- SEPA \$ 749
- Critical areas \$ 718 (per type)
- Fire Department Review & Insp. \$ 328

ENGINEERING DIVISION

ANITA ASHTON (360) 817-7231

General Requirements:

1. Construction plans shall be prepared by a licensed Washington State engineer in accordance with City of Camas Design Standards Manual (CSDM).
2. A 3% plan review and inspection fee will be required per resolution number 1023. The fee will be based on an engineer’s estimate or construction bid. The fee is due prior to approved construction drawings being released by the City.
3. The applicant shall locate telecommunication facilities, per CMC 5.45.365.
4. Existing wells and septic tanks and septic drain fields shall be abandoned in accordance with state and county guide lines per CMC 17.19.020 (A3).
5. The applicant will be responsible for all traffic control signs, street name signs, pavement markings and street lighting per CMC 17.19.030 (I) (J). LED street lighting is a requirement for all street lighting.
6. The applicant will be responsible for ensuring that private utilities; underground power, telephone, gas, CATV, street lights, and associated appurtenances are installed.

7. A 6-foot private utility easement (PUE) shall be located outside of the right-of-way on public streets and outside of the tracts on private streets.
8. A draft street lighting plan shall be submitted for review prior to final plan submittal to Clark Public Utility.
9. Regulations for installation of public improvements, improvement agreements, bonding, final platting, and final acceptance can be found at CMC 17.21.

Traffic/Transportation:

1. Anticipated trips generated are less than 199 vehicles per day (vpd). Therefore, a traffic study will not be required for this project, however an evaluation of adequate sight distance and intersection safety, from a Traffic Engineer will be required.
2. The Applicant shall provide a circulation plan that includes the proposed development and properties within 600-ft. The plan needs to show the access points for vehicles, pedestrians, bicycles, and transit per CMC 17.19.040 (B.10.a).
3. The Applicant shall provide a trip distribution report to and from the site.
4. The Applicant shall anticipate a proportionate share payment for PM Peak Hour trips thru the intersection of NE 199th Avenue and NE 58th Street (SR500).

Streets:

1. NE Ingle Road is designated as a collector street, as such, minimum intersection access spacing of 330' is required, as well as provisions for a left turn pocket are required.
2. Access to the proposed development shall match the access requirements for Green Mountain PRD Phase 3, with a minimum access spacing of 330-feet from NE 48th Circle (Mountain Glen Subdivision).
3. Residential access to NE Ingle Road is prohibited and uniform fencing and landscaping is required along NE Ingle Road.
4. Half width street improvements and ROW dedication will be required along NE Ingle Road per CMC 17.19.040 (B2 & B5).
5. At this time, the full width road improvements to NE Ingle Road, which would be part of Green Mountain PRD Phase 3 have not been constructed, as such the Applicant would be required to construct the full width access road off NE Ingle Road to the eastern most property line of the Proposed Development.
6. The minimum intersection setback from a collector street is 110-feet. The proposed setback for the access road into the Proposed Development is approximately 225-feet thereby exceeding the minimum requirement.
7. Per CMC 17.19.040 Private streets greater than 300' long shall meet the requirements of Table 17.19.040-1(D). *Tract width 48' Pavement 28', five-foot detached sidewalks required on both sides of the street, with planter strip. No parking on one side.*
8. The Applicant is proposing a cul-de-sac at the end of the approximate 730-foot long private road. Cul-de-sacs are required to have a minimum 35-foot paved radius, per the Camas Design Standards Manual (CDSM).
9. The Applicant shall be required to place the existing driveway to 4601 NE Ingle Road, in a 20-foot wide Tract and provide a 12-foot wide paved surface. Additionally, there is to be a 42-foot easement over the Tract, with 11-feet on each side of the Tract on Lots 8 and 9 in the event that future subdividing of the property to the southeast, Parcel No. 171730-000, occurs.

10. Street tree planting is required in accordance with CMC 17.19.030 (F).
11. ADA compliant pedestrian ramps and ADA compliant street crossings are required. To provide ADA compliant pedestrian ramps and street crossings careful evaluation of street profile grades and intersection site grading will be required.
12. Streets should extend to the boundaries of the plat where appropriate to ensure access and circulation to neighboring properties per CMC 17.19.040 (B6a).
13. The application narrative shall specifically address the approval criteria CMC 17.11.030 (D) Plat approval criteria and CMC 18.23.100. PRD approval standards.
14. LED street lighting is to be installed along all street frontages within and adjacent to the proposed development, in accordance with CDSM.
15. All private streets, with street lighting, are to have separate meters and the maintenance of all lights and power will be the responsibility of the Owner/Homeowner's Association.
16. Gated entries are subject to the requirements of CMC 12.36 and require permits from the Fire Marshall's Office (FMO) and the Public Works.

Stormwater:

1. Per CMC 14.02 Stormwater Control, stormwater treatment and detention shall be designed in accordance with the latest edition of Ecology's Stormwater Management Manual for Western Washington (2014 SWMMWW) and the City of Camas Stormwater Design Standards Manual.
2. Stormwater facilities are to meet the minimum 30-foot setback from the roadway, per CMC 17.19.030 (F.6).
3. Stormwater facilities are to be in separate tracts, which are to include landscaping and fencing.
4. Maintenance of stormwater facilities will be the responsibility of the owner/HOA per CMC 17.19.040 (C3).
5. This development is subject to payment of stormwater utility fees in accordance with the provisions of CMC 13.89.
6. Storm easements, if required, will be shown on the construction drawings.

Erosion Control

1. The applicant shall provide an erosion control bond will be required for land-disturbing activities of an acre or more, prior to release of approved construction plans, per CMC 17.21.030.
2. The applicant shall provide a copy of their NPDES Construction Stormwater General Permit and their Stormwater Pollution Prevention Plan (SWPPP), prior to release of approved construction plans.

Water:

1. There is an existing 18-inch water main located in the northbound lane of NE Ingle Road. This water main extends north and dead ends at the northern most limits of Tract H (stormwater facility) of Green Mtn. PRD Ph. 1A & 1B.
2. The Applicant will be required to extend the existing 18-inch water main, located in NE Ingle Road, to the northwest to the limits of the Proposed Development.

3. Additionally, the Applicant will be required to design and construct the water main that will serve the Proposed Development, in order to provide a separate service and water meter to each of the 14 lots.
4. The Applicant shall stub the water main to the southeastern most edge of the development, in order to provide for potential future development of Parcel No. 171730-000.
5. Applicant shall demonstrate that there are adequate fire flows available.
6. Private fire hydrants shall be painted red from the factory and shall maintain a 3-foot clearance around all sides of the hydrant.
7. A 10-foot separation shall be maintained between water and sanitary sewer lines.

Sanitary Sewer:

1. There is an existing 10-inch gravity sanitary sewer line, located in the southbound lane of NE Ingles Road. The existing gravity main flows to the Goodwin Road Pump Station. The 10-inch sanitary mainline is capped with a temporary sanitary sewer cleanout at the northern most limits of Green Mtn. PRD Phase 1A.
2. As the existing sanitary sewer main does not extend northwest to the proposed Development site, the Applicant will be required to extend the 10-inch mainline northwest on NE Ingle Rd. to the northwestern most boundary of the proposed Development.
3. Additionally, the Applicant shall design and construct the 8-inch sanitary sewer system to serve the Development and install 6-inch laterals for each lot.
4. The Applicant shall extend the sewer main to the southeastern most edge of the development, in order to provide for potential future development of Parcel No. 171730-000.
5. A 10-foot separation shall be maintained between water and sanitary sewer lines.

Parks/Trails:

- 2014 Parks, Recreation, and Open Space (PROS) plan indicates two future trails near the proposed development improvements, T-27 and T-30.

Impact Fees (collected at time of building permit):

- This development is located in the North District (NUGA)
- Single Family Detached:
 - Traffic Impact Fees - \$8,495.00
 - School Impact Fees (Camas) - \$5,371.00
 - School Impact Fees (Evergreen) - \$6,100.00
 - Park/Open Space - \$2,290.00
 - Fire - \$0.20 psf

System Development Charges (Residential):

- This development is located in the North District (NUGA)
- Water
 - 3/4" meter - \$7,310.00 + \$380.00 connect fee
- Sewer
 - Residential - \$4,420.00 + \$164.00 STEP/STEF Inspection

BUILDING DIVISION

BOB CUNNINGHAM (360) 834-6191

1. The structures will be reviewed under the most current edition of the International Residential Code.
2. Existing structures need an asbestos survey and demolition permit.
3. Decommissioning of septic tanks and drain fields through Clark County Department of Health. A Geotechnical engineer's report will be required
4. The structures will be reviewed under the most current building codes as adopted by The State of Washington.
5. The structural drawings and calculations shall be prepared and stamped by a Professional Engineer licensed by the State of Washington.
6. The placement of buildings and structures on or adjacent to slopes steeper than one unit vertical in three units horizontal shall conform to Sections R403.1.7.1 through R403.1.7.4. A geotechnical reports may be required
7. Geotechnical engineer's report may be required
8. The required fire distance between buildings and property line shall be in accordance with the International Building Codes.
9. The required fire suppression system shall be in accordance with IBC and other applicable codes standards and shall be reviewed by the Camas Fire Marshal's office.
10. Storm sewer disposal and connections shall identified on the approved plans.
11. All lots shall be provided a storm drain lateral at the lowest practical location.
12. Storm water from adjacent properties and existing developments should be taken into consideration.
13. System Development Charges and Impact fees shall be assessed prior to permits
14. An approved monument sign for posting addresses shall be provided at all Flag lots, the monument sign, location and design a shall be noted on the Plat.
15. Any development located within a special flood hazard area shall be in accordance with CMC 16.57
16. Impact fees and System Development charges shall be applicable

PARKS DEPARTMENT

JERRY ACHESON (360) 834-5307

The development must address compliance with the city's Parks & Trails Plan, namely there are two proposed trails near the subject property—Trail #27 (T-27) and Trail #29 (T-29). Development of planned parks and trail networks is impact fee creditable.

Trail T-27 is the primary trail that will connect uses along the northshore of Lacamas Lake. This route will run parallel to the future realignment of Leadbetter Road and provide a continuous trail from the northern corner of the city towards Lacamas Park to the southeast.

Trail T-29 is intended to align with the BPA easement, which crosses the northern portion of the site.

FIRE DEPARTMENT

RANDY MILLER (360) 834-6191

- 1) Low Flow Life Safety Residential Fire Sprinklers (NFPA 13D) required in all new dwellings. Contact the FMO if you have any questions.
- 2) All Private Fire Hydrants to be ordered from the factory in the color red.
- 3) The distance from a required fire hydrant may be doubled when Low Flow Life Safety Residential Fire Sprinklers are installed throughout a fully sprinklered subdivision. CMC 17.19.040.C.4.a.
- 4) Establishing Hydrant Flow Tests per NFPA 24 (National Fire Protection Association) utilizing a Washington State Licensed Fire Sprinkler Contractor may be waived when Low Flow Life Safety Residential Fire Sprinklers are installed throughout a fully sprinklered subdivision. 17.15.030.D.C
- 5) An approved address sign, in accordance with the Camas Municipal Code, must be posted for each residence where the flag lot leaves the public road or access tract. CMC 17.19.030.D.5.d
- 6) Provide hundred block designations on all street signs.
- 7) Underground oil tank removal requires a permit with the fire marshal's office following IFC (International Fire Code) 3404.2.14
- 8) Any existing structures that are scheduled to be torn down may be considered for fire department training.
- 9) Any blasting that may be needed for this location is required to follow the CMC Blasting Code and requires a permit with the fire marshal's office. CMC 15.40
- 10) Any gates serving three or more homes is required to follow the gate code CMC 12.36
- 11) Private Streets require a plan for access obstruction per CMC, 17.19.040.A.9
- 12) When contacting the Fire Marshal regarding any permit, it is required that you have available or provide the APPLICATION number as noted on the permit.

13) To request inspections on any future permits contact the Fire Marshal's Office via Camas Connect (see attached for details). Otherwise please call our inspection line at 360-891-6191 x1.