



COMMUNITY DEVELOPMENT DEPARTMENT

616 NE 4th Avenue
Camas, WA 98607
www.ci.camass.wa.us

November 22, 2021

Bart Brynestad
AHBL
4707 NW Lake Road
Camas, WA 98607
Sent via email bbrynestad@ahbl.com

RE: Camas Business Park (SPRV21-06)

Dear Mr. Brynestad,

Thank you for your application submittal for the Camas Business Park. There are items that remain to be addressed with your application. The purpose of this letter is to inform you that the above application submitted on October 26, 2021 has been deemed incomplete in accordance with Camas Municipal Code (CMC) Section 18.55.130. You have 180 days from the date of application to submit the missing information pursuant to CMC 18.55.130.C. If the below requested information is submitted, staff will again verify whether the application is complete.

Items necessary for completeness:

1. Per the pre-application notes, provide a complete list of permit approvals sought by the applicant per CMC 18.55.110.B.
2. Per the pre-application notes, the mailing labels shall be certified by Clark County assessor per CMC 18.55.110.C.

Site Plan Review:

3. Per the pre-application notes, a development sign must be posted per CMC 18.55.1100.H(1-5) and as such provide proof of posting of the sign.
4. Per the pre-application notes, an application for site plan review shall also include a written narrative addressing the criteria of approval in CMC 18.18.060 (A-F).
5. Per CMC 18.18.040.A, identify the total amount of square footage to be covered by impervious surfaces.
6. Per CMC 18.18.040.B, a vicinity map showing site boundaries, and existing roads and accesses within the bounding site.
7. Per CMC 18.18.040.E, a circulation plan should be provided consistent with CMC 17.19.040.B.10. A circulation plan needs to be provided for onsite circulation and offsite circulation to/from the proposed access roads and driveways.

Design Review:

8. Per CMC 18.19.070, the application for design review shall also include a written narrative that demonstrates compliance with applicable Design Review principles and guidelines per CMC 18.19.050 and the Design Review Manual in addition to the architectural design and landscape standards in CMC Chapter 18.37 Business Park.

SEPA:

9. Sign the current SEPA checklist signature page that includes the "penalty of perjury" language. The current SEPA checklist is on the City website.

Archaeological Review:

10. Per CMC 16.31.160.A.3, provide proof of mailing or emailing the archaeological predetermination report to the tribes.

Other preliminary project issues noted by staff to be addressed but are not completeness review items:

Boundary line adjustment:

1. Application requirements for Boundary Line Adjustments are found in CMC 17.07.030.
A narrative is required addressing the approval criteria in CMC 17.07.040.

Once the application is deemed complete, the City will begin its review of the project application and provide subsequent comments. If you have any questions, please contact me at lhollenbeck@cityofcamas.us.

Respectfully,



Lauren Hollenbeck
Senior Planner