



PRE-APPLICATION MEETING NOTES

Monte Verde Subdivision

PA22-05

Thursday, January 20, 2022

2:30pm, City Hall (meeting via zoom)

616 NE 4th Ave. Camas, WA. 98607

Applicant:	Nick Peets Pacific Lifestyle Homes, Inc.
City of Camas:	Lauren Hollenbeck, Senior Planner Eric Dugger, Sr. Engineering Technician Brian Smith, Building Official Ron Schumacher, Fire Dept.
Location:	22205 NE 28 th Street Camas, WA 98607 Parcel Number: 173184000
Zoning:	R-7.5 (Single-Family Residential)
Description:	To subdivide 8.84-acres into 32 single-family residential 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 "City Codes".

PLANNING DIVISION

LAUREN HOLLENBECK (360) 817-7253

An application for a subdivision is considered a Type III permit. Applicable codes for this proposal include Title 16 Environment, Title 17 Land Development and Title 18 Zoning of the Camas Municipal Code (CMC), which can be found on the city website. Please note it remains the **applicant's responsibility** to review the CMC and address all applicable provisions. The following pre-application notes are based on application materials and site plan submitted to the City on December 20, 2021:

Application Requirements

Your proposal will need to comply with the general application requirements per **CMC Section 18.55.110** in addition to the specific applicable 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. A completed city application form and required fee(s);

Fees will be based on the adopted fees at the time of land use application submittal. The current fees include the following:

1. Preliminary Plat	\$7,175 + \$250 per lot
2. SEPA	\$810.00
3. Critical Areas Review (<i>for each type</i>)	\$775.00
4. Archaeological Review	\$137.00
5. Fire Department Review	\$354.00

Fees for building permit are collected at the time of the building permit submittal. Fees for engineering are collected at time of engineering plan approval.

6. Building Permit and Plan Review	based on the valuation of the project
7. Engineering Review	3% of estimated construction costs

2. A completed and signed SEPA checklist;
3. Complete applications for other required land use proposals applicable to the proposal;
4. A vicinity map showing location of the site;
5. A survey of existing significant trees as required under CMC Section 18.13.045;
6. All existing conditions shall be delineated on the site plan per CMC Section 17.11.030.B.6(a-p);
7. A preliminary grading plan as slopes are greater than ten percent;
8. Preliminary stormwater plan and report;
9. A geotechnical report consistent with CMC Chapter 16.59 if development is proposed on slopes greater than ten percent
10. A copy of the Clark County assessor's map which show the location of each property within 300 feet of the subdivision;
11. One set of mailing labels for all property owners as provided in CMC Section 18.55.110;
12. A traffic study
13. A narrative addressing ownership and maintenance of open spaces, stormwater facilities, public trails and critical areas, and the applicable approval criteria (CMC Section 17.11.030.D) and standards of the Camas Municipal Code. It should also address any proposed building conditions or restrictions.
14. A development sign must be posted on site per CMC Section 18.55.110.H (1-5).
15. Necessary drawings and reports- three sets and an electronic copy (send as a PDF by email or on a disc). All documents and reports must be submitted as separate pdf copies.

Preliminary Plat

The following comments are based on the site plan materials submitted with this Pre Application:

1. The preliminary plat drawings must meet the density and dimensional standards for lots in a Single-Family Residential (R-7.5) zone, and infrastructure improvements (i.e. roads, easements, etc.).
2. Density calculation is based on development/net acreage which is defined as the total land use development exclusive of open space and critical areas.

3. Density transfer provisions of CMC 18.09.040.B Table-1 may be utilized if a land division sets aside of tract for the protection of a critical area, natural open space network, or network connector, or approved as a recreational area. Further, the city may provide additional or negotiated flexibility to the lot size, lot width, lot depth, building setback, or lot coverage standards under CMC Section 18.09.040 Table 1 and 2. A letter explaining the request for negotiated flexibility shall be submitted to the director for consideration per CMC 18.09.060.D.
4. Building setback requirements are found at CMC 18.09.040-Table 2, which includes the requirement for setbacks to be drawn on the plat. Per Note 2, *“Garage setback is five feet behind the front of the dwelling.”*
5. The side lot lines of lots 19 and 20 shall be radial to curved streets per CMC 17.19.030.D.2.
6. Building envelopes (setbacks) shall be shown on the preliminary and final plats. Per CMC Section 17.19.030.D.3.a, a 40ft. by 40ft. square dwelling should be able to fit within the building envelope.
7. Per CMC 17.19.030.D.6, Lot 1 shall comply with the provisions for double frontage lots.
8. Each dwelling unit within a new development shall be landscaped with at least one tree per CMC 17.19.030.F.
9. Per CMC 17.19.040.B.1.c, if the average lot size is less than 7,500 square feet, one additional off-street parking space is required for every 5 units and shall be located within a common tract.
10. Per CMC 17.19.040.B.10.a, a Circulation plan is required at application that includes the subject site and properties within six hundred feet showing topography, critical areas and existing and proposed streets, trails, etc.
11. The storm drainage facility shall include a 10-foot L2 landscape buffer per CMC 17.19.030.F.6.
12. The location and height of any retaining walls shall be shown on the grading plan. Retaining wall height requirements are found in CMC 18.17.060.

Landscaping Regulations and Tree Retention

Landscaping standards shall apply to all new land divisions per CMC 18.13.020.B.1. A Landscape, Tree and Vegetation plan must be submitted pursuant to CMC 18.13.040.A. If trees are proposed for removal, a Tree Survey is required per CMC 18.13.040.B and must be prepared by a certified arborist or professional forester pursuant to the requirements outlined in CMC 18.13.045. A minimum 20-unit tree density per net acre is required and needs to be incorporated in the overall landscape plan per CMC 18.13.051.A.

SEPA

The proposed development is not categorically exempt from the requirements of the State Environmental Policy Act (SEPA) per CMC Section 16.07.020.A as the proposed is more than ten residential units and contains environmentally sensitive areas per CMC 16.07.025.C. The current SEPA environmental checklist is on the website.

Critical Areas Review

Clark County GIS mapping identifies wetlands on the subject property. As such, per CMC Section 16.51.130, a critical areas report prepared by a qualified professional is required if a proposed development is within or adjacent to a critical area. The general requirements for a critical areas report are found in CMC Section 16.51.140. The City’s code contains additional requirements for each type of critical area.

- The critical areas report requirements for *Wetlands* are found in CMC 16.53.030.

- If Oregon White Oaks greater than 20" dbh, which are considered a habitat of local importance, are surveyed on site, a critical areas report is required per CMC 16.61.020 *Fish and Wildlife Habitat Conservation areas*.

Archaeological Review

The site is located in an area of high probability for the presence of archaeological objects. As such, an archaeological predetermination report is required consistent with the requirements of CMC 16.31.070.A. Submit proof of mailing or emailing the tribes per CMC 16.31.160.

ENGINEERING DIVISION

ANITA ASHTON (360) 817-7231 aashton@cityofcamas.us

ERIC DUGGER (360) 842-0907 edugger@cityofcamas.us

General Requirements:

1. Civil site construction plans shall be prepared by a licensed Washington State Engineer in accordance with the *Camas Design Standards Manual (CDSM)* and CMC 17.19.040.
2. The Community Development Engineering Dept. is responsible for plan review (PR) and construction inspection (CI).
3. A 3% PR&CI fee is collected by engineering for all infrastructure improvements.
 - a. A stamped preliminary engineer's estimate shall be submitted to the CDEV Engineering Dept prior to or with submittal of plans for first review.
 - i. The first review submittal shall consist of three (3) full size sets and one (1) half size set of the engineering plans, and one (1) hard copy of the revised TIR.
 - b. Payment of the 1% plan review (PR) fee shall be due prior to start of first review.
 - c. Payment of the 2% construction inspection (CI) fee shall be due prior to construction plan approval and release of approved plans to the applicant's consultant.
 - d. Under no circumstances will the applicant be allowed to begin construction prior to construction plan approval.
4. Engineering site improvements plans are not to be submitted until after land-use decision is issued.
5. Per CMC 17.21.060.H Except for one sales office or one model home, building applications will not be accepted until after Final Acceptance has been issued for all infrastructure improvements.
6. Final acceptance is issued by the Community Development Engineering Dept.
7. Any existing wells, septic tanks, and septic drain fields shall be decommissioned in accordance with State and County guidelines per CMC 17.19.020 (A3).
8. The applicant will be required to purchase all permanent traffic control signs, street name signs, street lighting, and traffic control markings for the proposed development.
9. Regulations for installation of public improvements, improvement agreements, bonding, final platting, and final acceptance can be found at CMC 17.21.
10. The applicant will be responsible for ensuring that private utilities; underground power, telephone, gas, CATV, interior street/parking lighting, and associated appurtenances are installed.

Traffic/Transportation:

1. A transportation impact study (TIA) is required as the proposed development will result in 200 vehicle trips per day (VPD) or more.
2. The transportation impact study (TIA) shall be prepared in accordance with the City's adopted Traffic Impact Study Guidelines as outlined in the CDSM Chapter I Support Documentation and the latest edition of the ITE Manual (11th Edition).
3. The applicant will be required to have a traffic engineer analyze the following:
 - a. Site distance access (es) at the intersection with NE 28th Street.
 - b. A traffic circulation plan showing ingress and egress, per CMC 17.19.040 (B.10.a).

- c. Address movement conflicts with nearby intersections, left-turn pocket analysis on NE 28th Street at the proposed access location, and applicable private driveways along NE 28th Street.
4. Provide trip AM and PM Peak distribution to and from the site. Offsite intersections to be analyzed, will be based on the trip distribution out to a threshold of 20 new trips per intersection.

Streets:

1. The proposed development is located along the south side of NE 28th Street.
2. NE 28th Street is classified as an existing 3-lane arterial per the City's 2016 Transportation Comp Plan.
3. Per CMC 17.19.040.B.1, the applicant will be required to construct full half-width street improvements along the frontage of the proposed development on NE 28th Street.
4. Per CMC 17.19.040.B.5, the applicant will be required to dedicate sufficient right-of-way for full half-width full depth street improvements along the proposed frontage on NE 28th Street.
 - a. The existing right-of-way (ROW) width along the frontage of the proposed development is 67-feet wide.
 - b. The applicant will be required to dedicate sufficient ROW to provide for a 37-foot wide ROW width from the centerline of NE 28th Street.
 - c. Current ROW width from centerline is 30-feet.
5. Per CMC 17.19.040.B Streets, public roads shall meet the requirements as shown on Table 17.19.040-2 'Minimum Public Street Standards'.
 - a. The applicant has proposed to construct public roads as follows: 60-foot wide right-of-way, 36-foot paved surface, 5-foot wide detached sidewalks and planter strips on both sides. Except for the width of the planter strip on one side of the road, this meets the street standards for Local Road Section B.
6. Per CDSM, Table 3 - Access Spacing Standards:
 - a. The minimum intersection setback from an arterial is 300-feet, as measured centerline to centerline. Proposed N 84th Avenue does not meet the minimum intersection setback standard. As shown it is approximately 168-feet from the centerline of NE 28th Street.
7. Per CDSM Table 3 – Access Spacing Standards:
 - a. The access spacing standard on an arterial is 660-feet with a maximum of 1,000-feet.
 - b. The applicant will be required to align the centerline of proposed NE Hargrave Street, on the south side of NE 28th Street, with the centerline of NE Hargrave Street on the north side of NE 28th Street.
8. The applicant should verify with BPA the location and construction of the proposed un-named public road within the BPA easement.
9. Per CMC 17.19.040.B.10.b.ii Cul-de-sacs and permanent dead-end streets over three hundred feet in length may be denied unless topographic or other physical constraints prohibit achieving this standard. When cul-de-sacs or dead-end streets are permitted, a direct pedestrian or bicycle connection shall be provided to the nearest available street or pedestrian oriented use.
 - a. The proposed cul-de-sac is approximately 350-feet in length.
 - b. The applicant will be required to provide a pedestrian path to the south for a future connection to the future T-27 trail to the south.
10. Street tree planting is required in accordance with CMC 17.19.030 (F).
11. LED street lighting is to be installed along all street frontages within and adjacent to the proposed development, in accordance with CDSM.

Stormwater:

1. The site of proposed development is approximately 8.84 acres.
2. The applicant shall provide a preliminary stormwater report (TIR), using the most current edition of Ecology's Stormwater Management Manual for Western Washington (latest edition 2019 SWMMWW).
3. Per CMC 14.02 Stormwater Control, stormwater treatment and detention shall be designed in accordance with the latest edition of Ecology's SWMMWW (2019 edition).
4. Refer to Ecology's Figure I-3.2 Flow Chart for Determining Requirements for Re- Development (Vol. I, Chapter 3).
 - a. All development projects shall comply with Minimum Requirement (MR) #2 – Submittal of a Stormwater Pollution Prevention Plan (SWPPP).
 - b. As the project will result in 5,000 sf, or greater, of new plus replaced hard surface area; than Minimum Requirements (MR) #1- #9 will apply.
5. Stormwater facilities are to be placed in a Tract, with right-of-entry to the City for inspection purposes.
6. Ownership and maintenance of onsite stormwater facilities will be the responsibility of the Owner/HOA, per CMC 17.19.040 (C3).
7. Public and private storm easements, if required, are to be shown on the construction drawings.
8. Provisions are to be provided for roof downspout controls. Stormwater from downspouts is not to be directed onto adjoining parcels. Reference Ecology's latest edition of the SWMMWW (2019) for roof downspout controls and CMC 14.02 and 17.19.040.C.
9. A designated concrete washout area (BMP C154, Vol. II, Chap. 3, pgs. 320-326) is to be shown on the engineering site plans. The concrete washout area is to be removed prior to issuance of final acceptance.
10. A designated concrete washout area will be required during the homebuilding phase. Said washout area is to be removed prior to issuance of final occupancy.

Erosion Control

1. The site of proposed development is approximately 8.84 acres.
2. As the land-disturbing activities are greater than one acre, the applicant will be required to obtain an NPDES Construction Stormwater General Permit from Ecology, which includes the Stormwater Pollution Prevention Plan (SWPPP).
 - a. Copies of both are to be submitted to Engineering prior to any land-disturbing activities.
3. The applicant will be responsible for all erosion and sediment control measures to ensure that sediment laden water does not leave the site or impact adjacent parcels.
4. Per CMC 17.21.030.B an erosion and sediment control (ESC) bond, in the amount 200% of the engineer's estimate for ESC measures, is to be submitted prior to any land-disturbing activities.
5. Mud tracking onto the road surface is discouraged and any mud tracking is to be cleaned up immediately.

Water

1. There is an existing 24-inch ductile iron water main located in the south half of NE 28th Street.
2. The applicant will be required to design and construct a minimum 8-inch ductile iron water main from NE 28th Street to serve the proposed development.
3. The applicant shall provide a separate 1-inch water service and install water meter boxes to each of the lots located within this development.
4. There is an existing fire hydrant on the North side of NE 28th Street, near the intersection of the proposed development.
 - a. The applicant will be required to provide a minimum of two new fire hydrants located within the new development, per FMO.

5. Trenching, backfill, and surface restoration on NE 28th Street will be required, per CDSM Detail G2 and G2A.
6. An onsite water sampling station will be required.
7. A separate irrigation service with meter and backflow prevention device will be required.
 - a. Irrigation meters are to be owned by the HOA.
8. Applicant shall demonstrate that there are adequate fire flows available for the development.
9. The tap on the existing water main is to be performed by a tapping Contractor approved by the City's Water/Sewer Dept. Approved list of Contractor's provided below.
10. A 10-foot separation shall be maintained between water and sanitary sewer lines.

Sanitary Sewer:

1. There is an existing 8-inch gravity sanitary sewer line that is located in the north half of NE 28th Street.
2. The Applicant will be required to design and construct a gravity sewer system to serve the development, with minimum 6-inch service laterals provided to each lot. At the time of home building, each single-family residence will require a gravity sewer service with grinder pump, per CDSM Sewer Detail SG4, that will be owned and maintained by the individual home owners.
3. Trenching, backfill, and surface restoration on NE 28th Street will be required, per CDSM Detail G2 and G2A.
4. A 10-foot separation shall be maintained between water and sanitary sewer lines.

City Approved Tapping Contractors:

1. A&A Drilling Services, Inc (water & pressure sewer):
16734 SE Kens Ct. #B, Milwaukie, OR 97267, 800-548-3827,
<http://www.aadrilling.com>
2. Ferguson Waterworks (water only):
14103 NW 3rd Court, Vancouver, WA 98685, 360-896-8708,
<http://www.ferguson.com/branch/nw-3rd-ct-vancouver-wa-waterworks>

Parks/Trails:

1. Per the 2014 Parks, Recreation, and Open Space (PROS) Comprehensive plan, there is a segment of the T-27 trail, shown to traverse west-to-east, at the southernmost limits of the proposed development.
2. The property to the south and east of the proposed development is owned by Clark County Parks.

Garbage & Recycling:

1. Garbage and recycling receptacles are to be placed at the city right-of-way/sidewalks for pickup.

Impact Fees & System Development Charges (SDCs):

1. The proposed development is in the North District.
2. Impact Fees and SDCs are collected at time of building permit issuance.
3. Impact fees and SDCs are adjusted on January 1st of each year.

Impact Fees for 2022:

1. Single Family Detached:
 - a. Traffic Impact Fees (TIF) - \$9,608.00
 - b. School Impact Fees (SIF) (Camas) – \$5,371.00
 - c. Park/Open Space Impact Fees (PIF) – \$5,217.00
 - d. Fire Impact Fees (FIF) - \$0.20 sf

System Development Charges (SDCs) for 2022:

1. Water
 - a. 3/4" meter - \$8,071.00 + \$401.00 connection fee
2. Sewer
 - a. Residential - \$4,420.00

BUILDING DIVISION**BRIAN SMITH (360) 817-7243**

1. The address for the existing home at 3010 NW 18th Ave may need to be updated and addressed off of 17th Ave as currently proposed.
2. Existing structures need an asbestos survey and demolition permit.
3. Decommissioning of septic tanks and drain fields through Clark County Department of Health
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.
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 be identified on the approved plans.
11. All lots shall be provided a storm drain lateral at the lowest practical location.
12. Developer shall provide a designated concrete wash out area.
13. Storm water from adjacent properties and existing developments should be taken into consideration.
14. System Development Charges and Impact fees shall be assessed prior to permits
15. An approved monument sign for posting addresses shall be provided at all Flag lots. The monument sign, location and design shall be noted on the Plat.
16. Any development located within a special flood hazard area shall be in accordance with CMC 16.57
17. Impact fees and System Development charges shall be applicable.

FIRE DEPARTMENT**RON SCHUMACHER (360) 834-6191**

1. NFPA 13D Residential Fire Sprinklers required in all new dwellings. It is recommended that the owner additionally install fire sprinklers in the garage in consultation with their fire sprinkler contractor.
2. If a larger water meter is required and proven by design to be needed because of the fire sprinkler system and is not required for reasons of the international residential code from the building department then the SDC up-charge is waived and the minimal cost difference in the actual meter shall be paid.
3. If a PRV is needed for pressures over 80 PSI on the domestic supply, it shall be installed after the fire line supply. If the pressure is over 80 PSI a PRV may be needed on the toilet supply line supplied from the fire sprinkler system.
4. Water supply line from the meter into the structure shall be sized per the fire sprinkler contractors design calculations
5. A fire hydrant will be required at the intersection of 84th and Noble as well as at the four-way intersection
6. Witnessed hydrant flushing and flow testing required with the FMO on any new fire hydrant installations.
7. Approved Fire Department turnaround required for access driveway/roads over 150 ft to residential structures, provide site plan with designation clearly drawn.
8. Any discovered underground oil or fuel storage tank is a decommissioning permit through the FMO.

9. A propane tank Permit is required with the Fire Marshals Office if over 124 gallons.
10. Approved address monument with the FMO is required where the access road leaves the main public access. Shall be clearly visible and readable from all directions.
11. Temporary Addresses required at all times for each structure/lot during the vertical build.
12. If the owner of the property is interested in donating any structures for a practice burn for our firefighters please contact our office. There is a cost however
13. Please don't hesitate to contact the FMO if you have any questions. 360-834-6191 or FMO@cityofcamas.us