



PRE-APPLICATION MEETING NOTES

McIntosh Subdivision

PA21-51

Meeting scheduled via Zoom Thursday, November 4, 2021, at 1:30 p.m.

Notes issued November 15, 2021.

Applicant:	SGA Engineering Attn: Scott Taylor
City of Camas:	Madeline Sutherland, Planner Anita Ashton, Engineering Ahmed Yanks, Engineering Brian Smith, Building Official Ron Schumacher, Fire Marshal
Location:	3210 NW McIntosh Rd. Parcel No. 127449000
Zoning:	Single-Family Residential (R-10)
Description:	The applicant is proposing a 28 lot subdivision.

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

Madeline Sutherland | (360) 817-1568 | msutherland@cityofcamas.us

An application for a Subdivision Preliminary Plat review is considered a Type III permit. Applicable codes for development 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 September 30, 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 application requirements outlined in the **CMC 17.11 - Subdivisions**. The following is an excerpt from the requirements ([see code section for full text](#))

Fees will be based on the adopted fees at the time of land use application submittal. The current 2021 fees include the following:

1. Preliminary Plat	\$7,175 + \$250 per lot
2. Critical Area Review	\$775
3. SEPA Review	\$810
4. Archaeological Review	\$137
5. Fire Department Review	\$354

- A copy of a completed city application form(s) and required fee(s),
- A completed and signed SEPA checklist;
- Complete applications for other required land use proposals applicable to the proposal;
- A vicinity map showing location of the site;
- A survey of existing significant trees as required under CMC Section 18.13.045;
- All existing conditions shall be delineated on the site plan per CMC Section 17.11.030.B.6(a-p);
- A preliminary grading plan;
- Preliminary stormwater plan and report;
- A geotechnical report consistent with CMC Chapter 16.59 as development is proposed on slopes greater than ten percent,
- A copy of the Clark County assessor's map which show the location of each property within 300 feet of the subdivision;
- One set of mailing labels for all property owners as provided in CMC Section 18.55.110;
- A traffic study,
- 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.
- A development sign must be posted on site per CMC Section 18.55.110.H (1-5).
- Necessary drawings- 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-10) zone, and infrastructure improvements (i.e. roads, easements, etc.).
2. Setbacks are based on lotsize per CMC 18.09.040 Table 2. Lots 12,000sf to 14,999sf are: 25' front, 10' side, 30' rear.
3. Per CMC 18.09.080.B, the lots adjacent to east and south are zoned R-15 properties and must be the maximum lot size allowed for the proposed development, which is 14,000 square feet.

4. Lots 19 and 20 are considered double frontage lot and must comply with CMC 17.19.030.D.6.
5. Density calculation is based on development/net acreage which is defined as the total land use development exclusive of open space and critical areas. Developed/net acreage includes infrastructure, storm drainage facilities and lots and access easements.
6. 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."*
7. 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.
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.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. Streets shall extend to and connect with neighboring properties per CMC 17.19.040.B.6.a.
10. A direct pedestrian or bicycle connection shall be provided to the nearest street or pedestrian use from a cul-de-sac or dead-end street per CMC 17.19.040.B.10.b.ii.
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.
13. The square footage of the easement across lot 13 must be included in the total square footage of the lot.
14. Lots 22 and 23 must take access off the private street, not the proposed tract. The lots must also meet the minimum lot depth and width.
15. The maximum lot coverage in the Single-Family Residential R-10 zone is 35%.

Critical Area Review

The initial environmental studies that must be submitted in support of the SEPA checklist include the following (and location in CMC):

1. General Critical Area report CMC 16.51.140
If wetlands or streams are found, then a critical area report specific to those areas should be included.
2. Geotechnical report per CMC 16.59.060. The report must analyze the geological hazards regarding proposed tree removal as well as the single-family residential construction. The geotechnical report submitted for the pre-application meeting does not include this parcel. The report includes the abutting parcel.

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. 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 residential development is not exempt from the State Environmental Policy Act (SEPA) as the project is within an environmentally sensitive area. The applicant must submit a SEPA checklist.

Archaeological Review

The site is located in an area of high probability for the presence of archaeological objects, as such an archaeological predetermination will be required per CMC Section 16.31.070.B. Submit proof of mailing or emailing the tribes per CMC 16.31.160.

ENGINEERING DIVISION

ANITA ASHTON | 360.817.7231 | aashton@cityofcamas.us

General Requirements:

- 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.
- The Community Development Engineering Dept. is responsible for plan review (PR) and construction inspection (CI).
- A 3% PR&CI fee is collected by engineering for all infrastructure improvements.
 - A stamped preliminary engineer's estimate shall be submitted to the CDEV Engineering Dept prior to or with submittal of plans for first review.
 - 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.
 - Payment of the 1% plan review (PR) fee shall be due prior to start of first review.
 - 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.
 - Under no circumstances will the applicant be allowed to begin construction prior to construction plan approval.
- *Engineering site improvements plans are not to be submitted until after land-use decision is issued.*
- *Building applications will not be accepted until after Final Acceptance of all infrastructure improvements have been completed.*
- *Final acceptance is issued by the Community Development Engineering Dept.*
- 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).
- 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.
- Regulations for installation of public improvements, improvement agreements, bonding, final platting, and final acceptance can be found at CMC 17.21.
- 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:

- A transportation impact study (TIA) is required if the proposed development results in 200 vehicle trips per day (VPD) or more. Per the pre-app narrative, the proposed development will result in 276 ADTs.
- The transportation impact analysis (TIA) shall be prepared in accordance with the City's adopted *Traffic Impact Study Guidelines* as outlined in the CDSM and the latest edition of the ITE Manual (11th Edition).
- The applicant will be required to have a traffic engineer analyze the following:
 - Site distance access (es) at the intersection with NW McIntosh Road.
 - A traffic circulation plan showing ingress and egress, per CMC 17.19.040 (B.10.a).
 - Address movement conflicts with nearby intersections, left-turn pocket analysis on NW McIntosh Road at the proposed access location, and applicable private driveways.
 - Provide trip AM and PM Peak distribution to and from the site.
 - Intersection analysis will be based on trip distribution.

Streets:

- The proposed development is located along the south side of NW McIntosh Road.
- NW McIntosh Road is classified as an existing 2 lane arterial per the City's 2016 Transportation Comp Plan.
- 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 NW McIntosh Road.
- Per CMC 17.19.040.B.5, the applicant will be required to dedicate sufficient right-of-way for full half-width street improvement along the proposed frontage on NW McIntosh Road.
 - The existing right-of-way (ROW) width along the frontage of the proposed development is 40-foot wide. The applicant will be required to dedicate sufficient ROW to provide for 37-foot wide ROW width from the centerline of NW McIntosh Road.
- Per CDSM, Access Spacing Standards: The minimum access spacing standard on an arterial is 660-feet with a maximum of 1,000-feet.
 - The proposed access location off NW McIntosh Road is approximately 330-feet west of the intersection of NW Freemont Street and NW McIntosh Road and approximately 400-feet east of the intersection of NW Ilwaco Street. The proposed location does not meet the minimum access spacing requirements of 660-feet on an arterial.
 - Due to the site constraints on either side of the proposed development, i.e. there are developed parcels to the east and west of the proposed development, a deviation request from the minimum access spacing standards would be supported by the City Engineer.
- Per CMC 17.19.040.B.6.Extension. Proposed street systems shall extend existing streets at the same or greater width. A vehicular connection is required from the proposed development to the existing dead-end on NW 5th Avenue.
 - B.6.a. Streets and pedestrian/bicycle paths shall be extended to the boundaries of the plat to ensure access to neighboring properties unless the presence of critical areas or existing development render such extension infeasible. The design shall contribute to an integrated system of vehicular and pedestrian circulation.
 - B.6.b. Grading of steep topography may be necessary to achieve this objective.
 - The applicant is proposing a private street therefore the applicant is to provide a narrative with ample reasoning for why the vehicular connection is not practicable and why a deviation from the design standards should be supported by the cityengineer.

- 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.
- Private access driveways to one or more lots that are in excess of 150-feet, as measured from the centerline of the adjacent road, will require a dead-end turnaround.
- The proposed access driveway to the existing SFR to the south of the proposed development is to be placed in a Tract.

If a deviation is supported, the following private street standards would apply.

- Per CMC 17.19.040.B Streets, private streets shall meet the requirements of Table 17.19.040-1 Private Street Standards:
 - (A) Access to 5 or more dwelling units greater than 300 feet in length: Tract width 48-feet, paved surface 28-feet, five-foot detach sidewalks required on both sides of the street, with planter strip. No parking on one side.
 - The applicant has proposed to construct a private road as follows: 52-foot wide right-of-way, 28-foot paved surface, 5-foot wide sidewalks and planter strips on both sides. This meets the street standards.
- The proposed gated entrance and turnaround area are to meet CDSM and be approved by both Fire Marshal's Office (FMO) and Engineering Staff.
 - An application for a private gate is to be submitted to the FMO.
- LED street lighting is to be installed along all street frontages within and adjacent to the proposed development, in accordance with CDSM.
- 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.

Stormwater:

- The site of proposed development is approximately 10.43 acres.
- 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)*.
- 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)*.
- Refer to Ecology's *Figure I-3.2 Flow Chart for Determining Requirements for Re-Development (Vol. I, Chapter 3)*.
 - All development projects shall comply with Minimum Requirement (MR) #2 – Submittal of a Stormwater Pollution Prevent Plan (SWPPP).
 - As the project results in 5,000 sf, or greater, of new plus replaced hard surface area; than Minimum Requirements (MR) #1- #9 will apply.
- Stormwater facilities are to be placed in a Tract, with right-of-entry to the City for inspection purposes.
- Ownership and maintenance of onsite stormwater facilities will be the responsibility of the Owner/HOA, per CMC 17.19.040 (C3).
- Public and private storm easements, if required, are to be shown on the construction drawings.

- 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.
- A designated concrete washout area (BMP C154, Vol. II, Chap. 3, pgs. 320-326) is to be shown on the site plans. The washout area is to be removed prior to issuance of final occupancy.

Erosion Control

- The site of proposed development is approximately 10.43 acres.
- 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)*. Copies of both are to be submitted to Engineering prior to any land-disturbing activities.
- 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.
- 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.
- Mud tracking onto the road surface is discouraged and any mud tracking is to be cleaned up immediately.

Water:

- There is an existing 8-inch ductile iron water main located in NW McIntosh Road.
- The applicant will be required to design and construct a minimum 8-inch ductile iron water main from NW McIntosh Road to serve the proposed development.
 - The new waterline is to be looped through and tied into the existing 6-inch waterline located at a dead-end blowoff on NW 5th Avenue.
- Per staff and as-builts, there is an existing 4-inch steel waterline that transects the proposed development from the north to the south.
 - Upon completion of the new 8-inch waterline applicant will be required to remove and/or abandon the existing 4-inch waterline.
- The applicant shall provide a separate 1-inch water service and install water meter boxes to each of the lots located within this development.
- Trenching, backfill, and surface restoration on NW McIntosh Road will be required, per CDSM Detail G2 and G2A.
- An onsite water sampling station will be required.
- Applicant shall demonstrate that there are adequate fire flows available for the development.
- A 10-foot separation shall be maintained between water and sanitary sewer lines.

Sanitary Sewer:

- There is an existing 8-inch gravity sanitary sewer line that is located at the southeast corner of the site that runs south from an existing dead-end manhole that located at the southern corner of the dead-end of NW 5th Avenue.
- The Applicant will be required to design and construct a new 8-inch gravity sanitary sewer main to serve the development, with 6-inch laterals provided to each lot.
- A 10-foot separation shall be maintained between water and sanitary sewer lines.

City Approved Tapping Contractors:

- A&A Drilling Services, Inc (water & pressure sewer):
16734 SE Kens Ct. #B, Milwaukie, OR 97267, 800-548-3827,
<http://www.aadrilling.com>

Parks/Trails:

- There are no trail requirements per the 2014 Parks, Recreation, and Open Space (PROS) Comprehensive plan.

Garbage & Recycling:

- Garbage and recycling receptacles are to be placed along the sidewalks of the proposed access roadway for pickup.
- If a private gated road is supported, the garbage and recycling providers are to be given access to enter via the private gate.

Impact Fees & System Development Charges (SDCs):

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

Impact Fees for 2021:

- Single Family Detached:
 - Traffic Impact Fees - \$3,555.00
 - School Impact Fees (SIF) (Camas) – \$5,371.00
 - Park/Open Space Impact Fees (PIF) – \$4,782.00
 - Fire Impact Fees (FIF) - \$0.20 sf

System Development Charges (SDCs) for 2021:

- Water
 - 3/4" meter - \$7,398.00 + \$401.00 connection fee
- Sewer
 - Residential - \$2,493.00

BUILDING DIVISION

BRIAN SMITH | 360.817.7243 | bsmith@cityofcamas.us

1. Existing structures to be removed will need an asbestos survey and demolition permit.
2. Decommissioning of septic tanks and drain fields through Clark County Department of Health
3. Property corners shall be established by a licensed surveyor.
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 report may be required
7. The required fire distance between buildings and property line shall be in accordance with the International Residential Code.

8. 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.
9. Storm water from adjacent properties and existing developments should be taken into consideration.
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. 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.
14. Impact fees and System Development charges shall be applicable
15. Estimated review for building plan review is currently 4 – 6 weeks

FIRE DEPARTMENT
RON SCHUMACHER | 360.834.6191 | FMO@cityofcamas.us

The following are requirements for the aforementioned project. The review is based on information presented or plans submitted. Changes in the submitted plans must be in writing and authorized by the Camas/Washougal Fire Marshal Office (AHJ).

Fire Hydrants

- Two fire hydrants required. One between lot 29 and 21 the other between 25 and 24
- Witnessed Hydrant Flushing and fire flow testing required contact the FMO to schedule.

Fire Sprinklers

- All homes shall have a NFPA 13D fire sprinkler system installed
- All fire sprinkler work is to be performed by individuals, which hold the appropriate "Washington State Certificate of Competency for Fire Sprinkler Work" as per WAC 212-80 and RCW 18.160. If the underground is installed by another contractor, proof of a "Washington State Certificate of Competency for Fire Sprinkler Work" is required. This requirement shall include design, installation and Testing.
- Protection to all areas shall be provided. All areas should be verified for proper coverage in accordance with NFPA 13D, including garages if attached to residential dwellings. Due to the difficulties in determining head placement in relation to ceilings, walls and other obstructions. Sprinkler head placement shall be verified during inspections.
- Water line size installation from the meter into the house shall be determined with the fire sprinkler contractor and not the underground or plumbing contractor. If the Fire Sprinkler Contractor is not consulted then a minimum 2 inch supply line is required.
- Inspection and testing of the sprinkler system or alarm systems shall be scheduled with the Camas/Washougal Fire Marshal Office with no less than 24 hours notice.

Fire Department Access

All roads must have an all weather surface prior to combustible construction. All approved turnarounds must meet current Camas Engineering Standards. All roads must meet current Engineering Standards for width and slope.

Approved fire apparatus access roads shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall comply with the requirements of this section and shall extend to within 150 feet of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility.

Other requirements when applicable

- If existing or discovered, Underground oil tank removal requires a permit with the fire marshal's office following IFC (International Fire Code) 3404.2.14
- An approved address sign, in accordance with the Camas Municipal Code, must be posted for each residence where the access road or flag lot leaves the public road or access tract. This sign shall be of permanence in its design/installation and shall be approved prior to installation. Contact the FMO for approval. CMC 17.19.030.D.5.d
- If addresses cannot be viewed from the street, monument signs are required.
- If the landowner is interested in having any existing buildings donated for practice fire training please contact the FMO for further details
- Fire Sprinkler and fire alarm Permits will be issued by the Camas/ Washougal Fire Marshal Office 605 NE 3rd Camas, WA.
- Private Streets require a plan for access obstruction per CMC, 17.19.040.A.9
- All road closures must be reported to the Washougal Police and the Camas Washougal Fire Department per WMC 12.30.