

**COMMUNITY DEVELOPMENT DEPARTMENT**

616 NE 4<sup>th</sup> Avenue  
 Camas, WA 98607  
 www.ci.camass.wa.us

January 28, 2026

Scott Taylor  
 SGA Engineering  
 2005 Broadway Street  
 Vancouver, WA 98683

RE: Oliver Terrace Subdivision (SUB25-1010) 2<sup>nd</sup> application completeness review letter

Dear Mr. Taylor,

Thank you for your application resubmittal for the Oliver Terrace subdivision. There are items that remain to be addressed with your application. The purpose of this letter is to inform you that the above application resubmitted on January 15, 2026, 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 CMC 17.11.030.B.6(a-p), the following shall be included on the site and development plans:
  - a. A plat meeting the standard identified in CMC Section 17.01.050,
    - A.4- Legal description of boundaries
    - B.4 (a-g), Land Inventory
      - This information needs to be shown on the preliminary plat.
  - n. Description, location and size of existing and proposed utilities, storm drainage facilities and roads to serve the lots.
    - Sizes of existing and proposed utilities; water main, sewer main, and storm mains have not been shown-
      - The existing water main size from Lacamas Hills is not shown
    - Sizes of proposed services/laterals; water, sewer, and storm have not been shown.
      - The size of the proposed sanitary force main is not shown
      - The proposed 4-inch water main is incorrect and is to be an 8-inch water main.
      - Required minimum 1-inch water services are not called out.
      - All services, water & sanitary are to be perpendicular to the mains. Not a TC item but will be a condition of approval.

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

2. Preliminary plat plans:
  - CMC 17.11.030.12: The TIS Memo was prepared using the 11th Edition ITE manual. The 12th Edition ITE manual was issued in August 2025.
    - All TIS/A are to be prepared using the 12th Edition ITE manual.

- There will be a condition of approval for a revised TIS memo prior to engineering approval.
- CMC 17.11.030.14: An engineering estimate of costs for site improvements, both public and private.
  - An engineer's estimate was not submitted with application.
  - Required by code but not considering a TC item. It is to be submitted with the Civil Construction Application.
  - It is to be submitted with the Civil Construction Application.
- The narrative states that the existing home on proposed Lot 12 will retain the existing well for irrigation purposes. Water and sewer services are to be extended from the future improvement of N 49th Circle to the future Lot 12. The existing septic system and the existing well are to be decommissioned prior to engineering plan approval and the water rights for the well are to be transferred to the city.
  - Applicant was informed by staff that the septic system and well are to be decommissioned with Phase 1 improvements.
- Are the 3 existing sheds (i.e. accessory structures) proposed for removal? If not, those will need to be located on the lot with the existing residential structure (proposed Lot 12).
  - This will be a condition of approval.

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

Respectfully,



Lauren Hollenbeck  
Senior Planner