

PRE-APPLICATION MEETING NOTES

CJ Dens East Subdivision

PA20-09

Thursday, February 20, 2020

2:30pm, City Hall

616 NE 4th Ave. Camas, WA. 98607

Applicant:	CJ Dens Lacamas I LLC Carl Lawson
City of Camas:	Lauren Hollenbeck, Senior Planner Madeline Sutherland, Assistant Planner Robert Maul, Planning Manager Anita Ashton, Engineering Ron Schumacher, Fire Dept.
Location:	715 SE Leadbetter Road Camas, WA 98607 Parcel Numbers: 177906-000, 178172-000, 178236-000
Zoning:	R-7.5 (Single-Family Residential)
Description:	The applicant is proposing a major plat amendment to the previously approved SUB10-03 to include subdividing 49.62 acres into 153 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 "Business and Development".

PLANNING DIVISION**LAUREN HOLLENBECK (360) 817-7253**

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, **in addition to the Development Agreement for CJ Dens**. 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 January 31, 2020:

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:

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|--|---------------------------------------|
| 1. Major Plat Amendment/Modification (<i>Option 1</i>) | \$1,176.00 |
| 2. Preliminary Plat (<i>Option 2</i>) | \$7,055 + \$246 per lot |
| 3. Shoreline Review (<i>if required</i>) | \$1,176.00 |
| 4. Critical Areas Review (<i>for each type</i>) | \$762.00 |
| 5. Archaeological Review (<i>if required</i>) | \$135.00 |
| 6. Fire Department Review | \$348.00 |
| 7. Building Permit and Plan Review | based on the valuation of the project |
| 8. 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 as 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- 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.

Major Plat Amendment/Modification or Preliminary Plat Review (2 Options)

An application for a major plat amendment to an approved preliminary plat is considered a Type III permit per CMC 18.55.270.A. Preliminary plats have a 7-year expiration date per CMC 17.11.060.A. Per CMC 18.55.270.D, an approval to a major plat amendment shall expire the same time as the original preliminary plat approval. In this case, the plat amendment would expire in September 2021. Otherwise, the applicant may elect to apply for the subdivision review process to allow for more time.

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 transfer provisions per CMC 18.09.040.B Table 1 may be utilized if the development sets aside a tract for the protection of a critical area per CMC 18.09.060.C. As discussed at the meeting, the development proposal may be eligible for negotiated flexibility as provided in CMC 18.09.060.D. If you wish to pursue this process, a letter explaining the request shall be submitted to the City for consideration.
3. Per CMC 17.19.030.C.1, Buffer between uses. Where single-family residential lots are adjacent to commercial zones, buffer strips and/or solid fences shall be provided.
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. 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.
6. Each dwelling unit within a new development shall be landscaped with at least one tree per CMC 17.19.030.F.
7. Lots 61 thru 77 are double frontage lots as those lots front an arterial/collector and have street frontage along two opposite lines. Double frontage lots shall comply with CMC 17.19.030.D.6 (a-d). Also refer to CMC Figure 17.19-1.
8. 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.
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. 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.
11. Per CMC 17.19.030.E, the 2014 Parks, Recreation and Open Space plan identifies the T-3 trail along the southern boundary of the site. The proposed trail should be located within the proposed open space tracts adjacent to NE Leadbetter Road without the removal of trees. The conceptual trail plan will be presented to the Parks Ad Hoc Committee for feedback.
12. Per the City Comp. Plan North Shore Economic Development Policy ED-4.3, **"Encourage new development to include provisions for neighborhood parks that are within walking and biking distances to a person's home** or work to encourage greater physical activity, including shared-use paths (or trails) that link homes, work and commercial centers, public transit, and community facilities." Staff strongly encourages the applicant to include a small park with playground equipment (aka "tot lot"). This could be included in one of the currently proposed open space tracts such as Tract H or J.

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 applicant may utilize the existing SEPA checklist as fewer impacts are anticipated with this proposed development as opposed to the original development approval (SUB10-03).

Critical Areas Review

Critical areas such as wetlands, fish & wildlife habitat conservation areas (i.e. streams), geologically hazardous areas (i.e. steep slopes) have been identified on the subject property and critical area reports were prepared with the previously approved plat (SUB10-03).

- The prior geotechnical report will need to be updated as the surrounding site conditions have changed due to logging activities and to reflect the current development proposal.
- A memo addressing the wetland and fish & wildlife habitat conservation areas is sufficient if there are no new impacts. In addition, the previously approved reports should be submitted with the application materials.

Archaeological Review

Verify with the Department of Archaeology and Historic Preservation (DAHP) as to whether or not an updated predetermination report is required.

Shoreline Permit

Upon further review of the shoreline jurisdiction, it appears the project site is within shoreline jurisdiction and therefore a shoreline permit will be required. The location of the shoreline jurisdiction should be shown on the plat submittal for verification.

Temporary Use Permit

A temporary use permit is required for utilizing rock crushing equipment. Application submittal requirements are addressed in CMC 18.47.030. A narrative addressing the criteria of approval in CMC 18.47.050 shall be submitted with the application materials.

ENGINEERING DIVISION

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

General Requirements:

1. Civil plans shall be prepared by a licensed Washington State Engineer in accordance with *City of Camas Design Standards Manual (CSDM)* and CMC 17.19.040.
2. Construction plans and engineer's estimate are to be submitted to the Engineering department for review and approval. Submit 4 full size and 2 half size sets for 1st review.
3. A 3% plan review and construction inspection fee (PR&CI) will be required per resolution number 1023. The fee is based on an engineer's estimate or construction bid. The fee is due prior to release of approved construction drawings.
4. Regulations for installation of public improvements, improvement agreements, bonding, and final acceptance can be found at CMC 17.21.
5. The applicant will be responsible for ensuring that private utilities; underground power, telephone, gas, CATV, interior parking lot lighting, and associated appurtenances are installed.

Traffic/Transportation:

6. An updated transportation impact memo (TIA) is required and shall be prepared in accordance with the City's adopted *Traffic Impact Study Guidelines* as outlined in the CDSM.
7. The Applicant will be required to have a traffic engineer analyze the following:
 - a. Site distance access at NW Leadbetter Drive and interior intersections.
 - b. Address movement conflicts with any nearby intersections.
 - c. Provide a circulation plan.
 - d. Provide trip AM and PM Peak distribution to and from the site.
8. Updated memo to verify that the recommendations of the intersection analysis in original TIA are still relevant.

Streets:

9. The proposed development will access off NW Leadbetter Road, which is classified as an existing 2-lane local road without sidewalks or curb & gutter.
10. Per CMC 17.19.040 Street section for public roads shall consist of 60-foot right-of-way, 36-foot paved surface with sidewalks and planter strips on both sides, and no on-street parking.
11. The proposed modification to the plat shows a 52-foot right-of-way, 28-foot paved surface, 5-foot sidewalks and planter strips on both sides, which would require approval from the City Engineer. City Engineer would support this road section with verification of sufficient parking.
12. Per CDSM, Street Detail ST14, Note 5: max driveway throat width for a 2-car garage is 20-feet and for a 3-car garage is 30-feet, providing that the driveway throat does not exceed forty percent (40%) of the total lot frontage.
13. Per CMC 17.19.040.B.6.a, requires an integrated circulation system for vehicles, pedestrians, and bicycles.
14. The proposed modification does not meet the requirements of CMC 17.19.040.B.10.b.i-iii for cross-circulation, nor does it meet the requirements in the CDSM *Table 3 Access Spacing Standards*: local roads maximum spacing is 600-feet.
15. Proposed roadways within the development, with lot access, shall not exceed 12%.
16. An exception of up to 15%, on roads segments without lot access, may be granted.
17. Curb ramps and street crossings on new developments, shall meet ADA standards, and therefore shall not exceed 5% at uncontrolled street crossings and 2% at controlled street crossings.
18. Roads shall extend to the limits of the development and/or to existing streets, be signed for future extension at dead ends, and provide for dead end turnarounds.
19. Intersections that connect to existing public roads, shall be as near to a right angle as possible, but shall not exceed 15°.
20. Applicant shall provide ADA compliant pedestrian access throughout the site and out onto NW Leadbetter Road.
 - a. In order to provide ADA compliant pedestrian ramps careful evaluation of street profile grades and site grading will be required.

Stormwater:

21. The applicant shall provide an updated stormwater report (TIR), using the current 2019 Ecology SWMMWW.
22. 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 (2019 SWMMWW)*.
23. Refer to Ecology's *Figure I-3.1 Flow Chart for Determining Requirements for New Development (Vol. I, Chapter 3)*.
 - a. As the project results in 5,000 sf, or greater, of new plus replaced hard surface areas, Minimum Requirements (MR) #1- #9 will apply.

24. Stormwater facilities, including underground treatments, are to be placed in separate tracts. Landscaping and fencing may be required.
25. Maintenance of onsite stormwater facilities will be the responsibility of the Owner, per CMC 17.19.040 (C3).
26. A right-of-entry, for purposes of inspection, is to be granted to the City and is to be included as a plat note.
27. Storm easements, if required, are to be shown on the construction drawings.
28. Applicant is to indicate a lot/s as a designated concrete washout area (BMP C154, Vol. II, Chap. 3, pgs. 320-326), which is to be shown on the engineering plans and used by the homebuilders during homebuilding activities. The washout area/s is to be removed prior to issuance of the last final occupancy.

Erosion Control

29. The proposed development is over one acre in size, therefore the applicant will be required to obtain an NPDES Construction Stormwater General Permit from Ecology, which includes a SWPPP document. Copies of both are to be submitted to the City prior to construction.
30. An ESC bond, in the amount 200% of the engineer's estimate for ESC measures, is to be submitted prior to construction.

Water

31. There is an existing 12-inch water main located in NW Leadbetter Road.
32. The applicant shall construct a 12-inch DIP water transmission main from NW Leadbetter Road, up N Elk Street and N 50th Ave. to the northern most limits of the proposed development and shall install PRV vaults where applicable.
33. Applicant shall construct an 8-inch DIP water service main throughout the site and provide water services to each lot.
34. Individual PRVs may be required at some single family water meters.
35. A 10-foot separation shall be maintained between water and sanitary sewer lines.

Sanitary Sewer:

36. The applicant shall construct a minimum 8-inch PVC gravity sewer main throughout the development and provide min. 6-inch laterals to each lot.
37. A 10-foot separation shall be maintained between water and sanitary sewer lines.

Parks/Trails:

38. The 2014 Parks, Recreation, and Open Space Plan indicates that there is a proposed T-3 regional trail system that would transect proposed Tract L and Tract M of the proposed development.
39. Applicant is to work with the City to locate and construct the T-3 trail segments to the east and west.
 - a. The T-3 segment thru Tract L is to run east and connect to the sidewalk along the Deerhaven subdivision frontage.
 - b. The T-3 segment thru Tract M is to run to the western most property boundary.
 - c. Construction of the T-3 trail segments is park/open space impact fee creditable.

Impact Fees:

40. Impact fees are collected at time of building permit approval.
41. 2020 Fees provided below:
 - Traffic Impact Fees – North District for TIF only
 - Single Family Detached - \$8,990.00
 - School Impact Fees (SIF) (Camas) – \$5,371.00
 - Park/Open Space Impact Fees (PIF) –\$4,500.00
 - Fire Impact Fees (FIF) - \$0.20 sf

System Development Charges (SDCs):

42. SDCs are collected at time of building permit application.

43. 2020 Fees provided below:

- Water
 - 3/4" meter - \$7,310.00 + \$394.00 connection fee
- Sewer – North District for Sewer SDC's only
 - Residential - \$4,420.00

BUILDING DIVISION**BOB CUNNINGHAM (360) 817-7243**

1. Existing structures need an asbestos survey and demolition permit.
2. Decommissioning of septic tanks and drain fields through Clark County Department of Health
3. The structures will be reviewed under the most current building codes as adopted by The State of Washington.
4. The structural drawings and calculations shall be prepared and stamped by a Professional Engineer licensed by the State of Washington.
5. 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.
6. Geotechnical engineer's report may be required
7. The required fire distance between buildings and property line shall be in accordance with the International Building Codes.
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 sewer disposal and connections shall be identified on the approved plans.
10. All lots shall be provided a storm drain lateral at the lowest practical location.
11. Developer shall provide a designated concrete wash out area.
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 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.

FIRE DEPARTMENT**RANDY MILLER (360) 834-6191**

No building or structure regulated by the building and/or fire code shall be erected, constructed, enlarged, altered, repaired, moved, converted or demolished unless a separate permit for each building or structure has first been obtained from the CWFMO Camas Municipal Code 15.04.030.D.12.a

Any inadvertent omission or failure to site or include any applicable codes or code language by the Fire Marshal's office or the City shall not be considered a waiver by the applicant.

1. Low Flow Life Safety Residential Fire Sprinklers (NFPA 13D) required in all new dwellings
2. 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.

3. 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. 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
4. Underground oil tank removal requires a permit with the fire marshal's office following IFC (International Fire Code) 3404.2.14
5. Any existing structures that are scheduled to be torn down may be considered for fire department training. Contact the FMO for further information.
6. Private Streets require a plan for access obstruction per CMC, 17.19.040.A.9
7. Street signs to include the 100 block designation on the sign.
8. Witnessed Hydrant Flushing required contact the FMO to schedule.
9. 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.
10. If Installed CMC 12.36 Privacy Gate Permit required with the fire marshal's office and the public works department.
11. No parking signs required per city and fire codes.
12. Temporary fire department turn-around required at the end of N 50th Ave.
13. If blasting occurs a permit from our office is required.
14. For questions or to request inspections contact the Fire Marshal's Office via *Camas Connect*. Otherwise please call our inspection line at 360-891-6191 x1. or email at FMO@cityofcamas.us