



2. Pre-Application Meeting Notes



PRE-APPLICATION MEETING NOTES

28th Street Subdivision
PA21-01

Notes Issued: January 15, 2021
(no in-person meeting)

Applicant:	Lennar Northwest, LLC
City of Camas:	Madeline Sutherland, Assistant Planner Robert Maul, Planning Manager Anita Ashton, Engineering Bob Cunningham, Building Official Randy Miller, Fire Marshal
Location:	22630 NE 28 th Street Parcel Number: 173157000
Zoning:	R-10 (Single-Family Residential)
Description:	The applicant is proposing a 115 lot subdivision on approximately 38 acres.

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 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 December 15, 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 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. Variance <i>(if applicable)</i>	\$1,295
3. Critical Areas Review <i>(for each type)</i>	\$775.00 (X2)
4. SEPA	\$810.00
5. Archaeological Review	\$132.00
6. Fire Department Review	\$353.00
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 wetland critical area report consistent with CMC 16.53,
11. A copy of the Clark County assessor's map which show the location of each property within 300 feet of the subdivision;
12. One set of mailing labels for all property owners as provided in CMC Section 18.55.110;
13. A traffic study;
14. 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.
15. A development sign must be posted on site per CMC Section 18.55.110.H (1-5).
16. Necessary drawings- three sets and an electronic copy (send as a PDF by email or on a disc). All documents and reports submitted as separate pdf copies.

Preliminary Plat Review

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. Lots 80 and 81 abut a higher density residential zone. Per CMC 18.09.080 these lots must be 8,000sf.
3. 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."*
4. 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.
5. Each dwelling unit within a new development shall be landscaped with at least one tree per CMC 17.19.030.F.

6. Lots 1, 2, 3, 113, 114, 115 are double frontage lots and shall comply with CMC 17.19.030.D.6 (a-d). Also refer to CMC Figure 17.19-1.
7. 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.
8. 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.

Variance

A variance is required for the reduced lot depth of lot 34. An application should include a narrative addressing the criteria per CMC 18.45.040 and any additional information that may be relevant. The final decision is made by the hearing's examiner as a type 3 process. The application may be consolidated with the subdivision application.

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. Open space tracts to be set aside for conservation purposes do not need to be included in the tree survey.

SEPA

Your proposal is not categorically exempt from the requirements of the State Environmental Policy Act (SEPA) per CMC Section 16.07.020.A as the proposal includes the development of more than 9 dwelling units. A SEPA checklist is required.

Critical Areas Review

Per Clark County GIS mapping, geologically hazardous areas (i.e. steep slopes) and wetlands have been identified 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 is found in CMC Section 16.51.140. The City's code contains additional requirements for each type of critical area:

- 1) Geologically Hazardous Areas are addressed in CMC Section 16.59.060 and 16.59.070.
- 2) Wetlands are addressed in CMC 16.53.030, 16.53.040 and 16.52.050.

Archaeological Review

There are known artifacts within a quarter of a mile. As such, an archaeological predetermination report is required consistent with the requirements of CMC 16.31.070.A and shall be submitted to the City, DAHP and the tribes. Proof of mailing or emailing to the tribe shall be submitted to the City per CMC 16.31.160.A.3.

ENGINEERING DIVISION**ANITA ASHTON (360) 817-7231 aashton@cityofcamas.us**General Requirements:

- Civil site construction plans are not to be submitted to Engineering until after the Land-Use Decision has been issued.
- 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 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.
 - The 3% fee is based on an engineer's estimate or Contractor's construction bid.
 - *A preliminary engineer's estimate is to be included with application submittal.* The engineer's estimate is to include all improvements outside of any proposed building footprints.
 - After a Decision is issued, Engineering will let the applicant know the amount of the 1% plan review fee.
 - *Payment of the 1% plan review (PR) portion is required when the civil plans are submitted for first review.*
 - Payment of the 2% construction inspection (CI) portion is to be paid prior to release of approved construction drawings by the Engineering Dept.
- *Building applications will not be accepted until after Final Acceptance of all infrastructure improvements have been completed. Final acceptance is issued by the 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).
- 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 analysis (TIA) is required and shall be prepared in accordance with the City's adopted *Traffic Impact Study Guidelines* as outlined in the *CDSM*.
- The Applicant will be required to have a traffic engineer analyze the following:
 - Site distance access (es) at the intersection with NE 28th Street.
 - A two-way turn lane (TWTL) or a dedicated left-turn pocket off NE 28th Street onto proposed access road.
 - Address movement conflicts with nearby intersections 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 on the north side by NE 28th Street. To the west are infrastructure improvements constructed with Green Mountain Estates (GME) subdivision, Phases 1, 2, and 3. The east side abuts the Country View Estates subdivision located in Clark County.

NE 28th Street Access:

- NE 28th Street is designated a future 2 or 3-lane arterial, per the 2016 Road Designation Comp Plan.

- Per CMC 17.19.040, the applicant will be required to construct the full 37-foot half-width street improvements along the property frontage abutting NE 28th Street, in accordance with CDSM Street Detail ST5. This includes 23-feet of paved surface from centerline to face-of-curb, curb & gutter, 5-foot bike lane, planter strip, and sidewalk along the frontage. Additional right-of-way and/or pavement width may be required to allow for the 3-lane road section.
- The applicant will be required to dedicate sufficient right-of-way to construct from centerline the 37-foot half-width street improvement.
- Per *CDSM Table 3, Access Spacing Standards*, the minimum access spacing on an arterial is 660-feet with a maximum of 1000-feet.
 - The proposed access location off NE 28th Streets is approximately 1,100-feet east of N Juniper Street and approximately 790-feet east of a private driveway. The proposed location, as shown, is supported.
 - Additionally, this location is approximately 787-feet west of NE 232nd Avenue.
- Per *CDSM Table 3, Access Spacing Standards, Minimum Intersection and Driveway Setbacks on an Arterial*, is 300-feet. N 85th Avenue does not meet the intersection spacing standard.

Interior Local Roads:

- The applicant has proposed to construct the interior roads per CDSM Street Detail ST3, which includes 28-feet of paved surface, sidewalks and planter strips on both sides, and no parking allowed on one-side of the street. Staff supports proposed road section.
- GME stubbed N 87th Avenue to the eastern property line for future road extension. The applicant has proposed to connect to N 87th Avenue thereby providing for a secondary access to the proposed development. Staff supports connection.
- Proposed Tract D, as shown for access to Lots 103 and 106 is not to access what is shown as Tract E on the proposed plans. Therefore, Tracts D and E are not to connect.
- ADA compliant pedestrian ramps are required at all pedestrian crossings, therefore careful evaluation of site grading will be required.
- LED street lighting is to be installed along all street frontages within and adjacent to the proposed development, in accordance with CDSM.

Stormwater:

- The site of proposed development is approximately 38 acres.
- The applicant shall provide a preliminary stormwater report, 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*.
- Refer to Ecology's *Figure I-3.1 Flow Chart for Determining Requirements for New 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.
- Ownership and maintenance of onsite stormwater facilities will be the responsibility of the Owner/HOA, per CMC 17.19.040 (C3).
- The City shall have right-of-entry for inspection purposes.
- 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 for roof downspout controls.
- 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 38 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:

- Per CMC 17.19.040.C.4 Water: the proposed development shall be served by a water distribution system, designed, and constructed per Camas Design Standards.
- NE 28th Street has an existing 24-inch ductile iron water main, located on the south side of the street.
 - The applicant will be required to extend the existing water main from the eastern most property boundary of Green Mountain Estates, to the eastern most property boundary of the proposed development and provide an 8-inch water main into and through the proposed development.
 - The new water main is to be looped from NE 28th Street to the existing stub at N 87th Avenue which was constructed with GME subdivision.
 - Extension of the 24-inch water main is SDC creditable.
 - Trenching and surface restoration on NE 28th St. will be required, per CDSM Details G2 and G2A.
 - The number of surface restoration areas on the south side may result in a grind and inlay for the full length of NE 28th St., along the proposed improvements.
- N 87th Avenue has an existing 8-inch ductile iron water main located on the south side of the street, with temporary blowoff assembly, that was stubbed to the eastern property line of GM Estates for the benefit of future developments. The applicant will be required to extend the existing 8-inch into, through, and looped to the existing water main in NE 28th Street.
 - Trenching and surface restoration will be required due to any impacts to the existing N 87th Avenue roadway, per CDSM Details G2 and G2A.
- Applicant to verify that an 8-inch water main will provide sufficient fire flows for the proposed development.
- A separate irrigation service with meter and backflow prevention device will be required.
- Irrigation meters are to be owned by the HOA.
- A 10-foot separation shall be maintained between water and sanitary sewer lines.

Sanitary Sewer:

- Per CMC 17.19.040.C.2 Sanitary Sewer: the proposed development shall be served by a sanitary sewer system, designed, and constructed per Camas Design Standards.
- NE 28th Street has an existing 8-inch PVC gravity sewer main located on the south side of the road. The applicant is to extend the existing 8-inch PVC gravity sewer main to the eastern property line of the proposed development and to provide the 8-inch gravity main at the proposed access location to serve the development.
 - Trenching and surface restoration areas, outside of the half-width improvements on NE 28th Street will be required, per CDSM Details G2 and G2A.
 - The number of surface restoration areas outside of the half-width improvements, may result in a grind and inlay for the full length of NE 28th Street, along the proposed improvements.
- N 87th Street has an existing 8-inch PVC gravity sewer main that was stubbed to the east property line of GME subdivision. The applicant is proposing to tie into the existing sewer stub located at the end of N 87th Avenue to provide sanitary sewer service to the proposed development.
 - Trenching and surface restoration will be required due to any impacts to the existing N 87th Avenue roadway, per CDSM Details G2 and G2A.
- Applicant will owe, per the recorded Latecomer's Agreement, \$534.14 per residential connection, to be paid with building permit application fees.
- The Applicant may be required to provide a downstream capacity analysis.
- A 10-foot separation shall be maintained between water and sanitary sewer lines.

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 interior public roads for pickup.

Impact Fees & System Development Charges (SDCs):

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

Impact Fees for 2021:

- Single Family Detached:
 - Traffic Impact Fees - \$9,341.00
 - 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 - \$4,420.00

BUILDING DIVISION**BOB CUNNINGHAM (360) 817-7243 bcunningham@cityofcamas.us**

- Existing structures to be removed will need an asbestos survey and demolition permit.
- Decommissioning of septic tanks and drain fields through Clark County Department of Health
- Property corners shall be established by a licensed surveyor.
- The structures will be reviewed under the most current building codes as adopted by The State of Washington.
- The structural drawings and calculations shall be prepared and stamped by a Professional Engineer licensed by the State of Washington.
- 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
- Geotechnical engineer's report may be required
- The required fire distance between buildings and property line shall be in accordance with the International Building Codes.
- 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.
- Storm sewer disposal and connections shall be identified on the approved plans.
- All lots shall be provided a storm drain lateral at the lowest practical location.
- Developer shall provide a designated concrete wash out area.
- Storm water from adjacent properties and existing developments should be taken into consideration.
- 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.
- Impact fees and System Development charges shall be applicable
- Any development located within a special flood hazard area shall be in accordance with CMC 16.57
- Impact fees and System Development charges shall be applicable

FIRE DEPARTMENT**RANDY MILLER (360) 834-6191 FMO@cityofcamas.us**

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 when approved 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 scheduled to be torn down may be considered for fire department training. Contact the FMO for further information. 360-834-6191 DFM Randy Miller
- 6) Private Streets or access driveways require a plan for obstruction per CMC, 17.19.040.A.9 contact the FMO for approval.
- 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, the underground or plumbing contractor are not the decision makers. If the Fire Sprinkler Contractor is not consulted then a minimum 2 inch supply line is required.
- 10) No parking signs required per city and fire codes.
- 11) Blasting requires a permit from the FMO contact us well in advance as a third party review may be required.
- 12) 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