



PRE-APPLICATION MEETING NOTES

Hood St. Subdivision

PA21-52

Thursday, November 4, 2021

3:30pm, City Hall (meeting via zoom)

616 NE 4th Ave. Camas, WA. 98607

Applicant:	Modern Dwellings, LLC
City of Camas:	Lauren Hollenbeck, Senior Planner Anita Ashton, Engineering Ahmed Yanka, Engineering Brian Smith, Building Official Ron Schumacher, Fire Dept.
Location:	1811 NW Hood Street Camas, WA 98607 Parcel Numbers: 127415000, 127440000
Zoning:	R-7.5 (Single-Family Residential)
Description:	The applicant is proposing to subdivide 6.05-acres into 17 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

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 October 11, 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
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 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 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.).
 - a. Lots 3 and 5 require a minimum 30-foot wide lot frontage on the cul-de-sac/curve per CMC 18.09.040 Table 2- *Building Setbacks for Single-Family Residential Zones*.
2. Per CMC 18.09.040 Table 1 Note 3, "For parcels with an existing dwelling, a one-time exception may be allowed to partition from the parent parcel a lot that exceeds the maximum lot size

permitted in the underlying zone. Any further partitioning of the parent parcel or the oversized lot must comply with the lot size requirements of the underlying zone.” This criterion can be used to create the proposed lot size for the existing residential home. Staff would not support a boundary line adjustment.

3. Per CMC 18.09.080.B, the lots adjacent to the adjacent R-12 zoned properties shall be the maximum lot size allowed for the proposed development and may utilize the density transfer provisions, which is 9,000 square feet. If density transfer provisions are used, CMC 18.09.040.B Table 1 R-7.5 density and dimensional standards is applicable.
 - a. Lots 3-7, 9 and 10 shall have a maximum lot size of 9,000 square feet.
4. 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.
5. 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.”*
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. Each dwelling unit within a new development shall be landscaped with at least one tree per CMC 17.19.030.F.
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. 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. As such, a pedestrian connection shall be provided from the cul-de-sac to NW 17th Avenue and from the dead-end street to NW 16th Avenue.
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 geologically hazardous areas (i.e. steep slopes and landslide hazards) and a critical areas assessment was prepared on the subject property that identified a wetland, which both are designated as critical areas per CMC Section 16.51.070. As such, a critical areas report is required if a proposed development is within or adjacent to a critical area per CMC Section 16.51.130. 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 impacts to wetland are anticipated, then an analysis of alternative designed must be included as a demonstration of the effort to avoid impacts per CMC Section 16.53.050.D.
- The critical areas report requirements for Geologically Hazardous Areas are found in CMC 16.59.060 and 16.59.070.

Archaeological Review

The site is located in an area of moderate-high probability for the presence of archaeological objects. There is a known archaeological object within a ¼ mile of the site, and 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:

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. Building applications will not be accepted until after Final Acceptance of all infrastructure improvements have been completed.
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 not required as the proposed development will not result in 200 vehicle trips per day (VPD) or more.
2. A traffic engineer is to analyze the following:
 - a. Site distance access (es) at NW Hood Street, NW 18th Avenue and NW 16th Avenue.
 - 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 NW Hood Street at the proposed access location, and applicable private driveways.
 - d. Provide AM and PM Peak trip distribution to and from the site.

Streets:

1. The proposed development fronts NW Hood Street and NW 16th Avenue. Both roads are classified as existing 2 lane arterials per the City's 2016 Transportation Comp Plan.
2. Per CMC 17.19.040.B.5, the applicant will be required to dedicate sufficient right-of-way for full half-width street improvements along the proposed frontage.
 - a. The existing right-of-way (ROW) along the frontage of the proposed development is 40-feet in width. The applicant will be required to dedicate sufficient ROW to provide for 37-foot wide ROW width from the centerline of NW Hood Street and the centerline NW 16th Avenue.
 - b. ROW dedication is to extend from the northernmost limit of the proposed development, which includes the frontage along the SFR.
3. Per CMC 17.19.040. B.1, the applicant will be required to construct full half-width street improvements along the frontages on NW Hood Street and NW 16th Avenue.
 - a. This includes the section of frontage on NW Hood Street adjacent to the new SFR being built Parcel No. 127415-000.
 - b. Additionally, the driveway access off NW Hood Street to the new SFR is to be eliminated. The new SFR will be required to take access from the proposed interior private road.
4. CMC 17.19.040.B.6. requires a vehicular connection from NW Hood Street to NW 17th Avenue.
 - a. The applicant should 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 city engineer.
5. Per CDSM, Access Spacing Standards Table 3: The minimum access spacing on an arterial is 660-feet with a maximum of 1,000-feet.
 - a. The proposed access off NW Hood Street is approximately 283-feet south of the intersection of NW Hood Street and NW 18th Avenue; and approximately 340-feet north of the intersection of NW Hood Street and NW 16th Avenue.
 - b. The proposed location does not meet the minimum access spacing requirements of 660-feet on an arterial.
6. Per CMC 17.19.040.B Table 17.19.040-1 Minimum Private Street Standards D:
 - a. Access to five or more dwelling units and greater than 300-feet in length requires a 48-foot wide tract, 28-feet of paved surface, 5-foot wide sidewalks and planter strips on both sides of the road, and no parking on one side of the road.
7. The applicant has proposed to construct a private road in accordance with Minimum Private Street Standards D.
8. Per CMC 17.19.040.B Table 17.19.040-1 Minimum Private Street Standards A:
 - a. Access to four or less dwelling units requires a 20-foot wide tract, 12-feet of paved surface, optional 5-foot sidewalk, no planter strip, and no parking on either side.
 - b. The applicant has proposed a dead-end access road to proposed Lots 9, 10, and 11, which meets these standards.

- c. However, as the access road is greater than 150-feet in length, a dead-end turnaround will be required.
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 private road is approximately 725-feet in length and dead-ends at a 35-foot radii cul-de-sac.
 - b. If approved, the applicant will be required to provide a pedestrian/bicycle connection to NW 17th Avenue. Additionally, the pedestrian access is to meet ADA accessibility requirements, per CDSM.
 10. The applicant is proposing a gated access off NW Hood Street. Gate permits are issued by the Fire Marshall's Office.
 - a. Civil plans are to show the location of the gate and controller, to provide a minimum 25-foot radius turnaround area and be offset sufficiently from NW Hood Street to limit vehicular backups onto NW Hood Street.
 11. The applicant will be required to provide a 5-foot wide hard surface ADA path along NW 16th Avenue from the west end of the proposed frontage improvements to the existing sidewalk on NW 16th Avenue at NW Juneau Court, for a distance of approximately 140-feet. See the plat for Master Key short plat.
 12. Street tree planting is required in accordance with CMC 17.19.030 (F).
 13. LED street lighting is to be installed along all street frontages within and adjacent to the proposed development, in accordance with CDSM.
 14. 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:

1. The site of proposed development is approximately 6.08 acres.
2. 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)*.
3. Per CMC 14.02 Stormwater Control, stormwater treatment and detention shall be designed in accordance with the latest edition of Ecology's *SWMMWW*.
4. Refer to Ecology's *Figure I-3.1 Flow Chart for Determining Requirements for New Development (Vol. I, Chapter 3)*.
 - a. All development projects shall comply with Minimum Requirement (MR) #2 – Submittal of a Stormwater Pollution Prevent Plan (SWPPP).
 - b. 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.
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* 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 site plans. The washout area is to be removed prior to issuance of final occupancy.

10. There are known stormwater issues from the adjacent Summit @ Columbia Vista subdivision that may impact the proposed Lots 1-3, that will need to be addressed.

Erosion Control

1. The site of proposed development is approximately 6.08 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)*. 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 12-inch ductile iron water main located in NW Hood Street.
2. The applicant will be required to design and construct a minimum 8-inch ductile iron water main from NW Hood Street throughout the proposed development.
3. The applicant will be required to provide a looped water system from NW Hood Street and through to the existing 8-inch blowoff at the eastern end of NW 17th Avenue.
4. The applicant shall provide a separate 1-inch water service and install the water meter box to each of the lots located within this development.
5. Trenching, backfill, and surface restoration on NW Hood Street will be required, per CDSM Detail G2 and G2A.
6. An onsite water sampling station will be required.
7. Applicant shall demonstrate that there are adequate fire flows available for the development.
8. A 10-foot separation shall be maintained between water and sanitary sewer lines.

Sanitary Sewer:

1. There is an existing 4-inch pressure (STEP) sewer line located in NW Hood Street.
2. The Applicant will be required to design and construct a new sewer main to serve the development, with 1-inch laterals provided to each lot.
3. Trenching, backfill, and surface restoration on NW Hood Street will be required, per CDSM Detail G2 and G2A.
4. Home builders will be required to provide a sewer STEP tanks for each lot.
5. The STEP tanks are to be per CDSM STEP Tank Details.
6. The STEP tanks are to be installed by a certified Roth tank installer.
7. The tap on the existing sanitary sewer main is to be performed by a tapping Contractor approved by the City's Water/Sewer Dept. Approved list provided below.
8. 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>

Parks/Trails:

1. Not applicable

Impact Fees & System Development Charges (SDCs):

1. The proposed development is in the South 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 2021:

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

System Development Charges (SDCs) for 2021:

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

BUILDING DIVISION

BRIAN SMITH (360) 817-7243

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

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. Two hydrants shall be installed; one at the entrance to the subdivision, the other at the start of the cul-de-sac bulb.
3. 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
4. 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
5. Private Streets require a plan for access obstruction per CMC, 17.19.040.A.9
6. Witnessed Hydrant Flushing required contact the FMO to schedule.
7. 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.
8. If Installed CMC 12.36 Privacy Gate Permit required with the fire marshal's office and the public works department.
9. No parking signs required per city and fire codes.
10. Fire department turn-around required at the end of the private-street shown on your submittal, when dead end distances exceed 150 ft.
11. An approved plan for mitigating obstructed emergency vehicle access on the private street is required. e.g. "Emergency Vehicle Access Do Not Block Unauthorized Vehicles Towed At Vehicle Owners Expense". An additional sign on the address monument may be required. Sign approval required prior to installation.
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