



PRE-APPLICATION MEETING NOTES

2508 SW 6th Ave (PA22-45)

Meeting held via Zoom Thursday, November 17, 2022, at 2:30 p.m.

Notes issued November 22, 2022

Applicant:	LA Bola LLC
City of Camas:	Madeline Sutherland, Planner Eric Dugger, Engineering Randy Miller, Fire Marshal Office
Location:	2508 SW 6 th Ave
Zoning:	Single-Family Residential (R-15)
Description:	The applicant is proposing to construct a single-family residence with reduced side yard setbacks on a lot containing critical areas.

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
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An application for a major variance is a Type III permit process. 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 October 31, 2022:

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 18.18** - Site Plan Review and **CMC 18.19** - Design Review. The following is an excerpt from the requirements ([see code section for full text](#)):

1. A completed city application form and required fee(s),

Land Use fees will be based on the adopted fees at the time of land use application submittal. The current 2022 fees include the following and are due at the time of land use application submittal:

1. Major Variance	\$1,295
2. Critical Area Review (x2)	\$775
3. SEPA Review	\$810
4. Archaeological Review	\$137
5. Fire Department Review	\$284

2. A complete list of the permit approvals sought by the applicant,
3. A current (within thirty days prior to application) mailing list and mailing labels of owners of real property within three hundred feet of the subject parcel, certified as based on the records of Clark County assessor,
4. A complete and detailed narrative description that describes the proposed development, existing site conditions, existing buildings, public facilities and services, and other natural features. The narrative shall also explain how the criteria are or can be met, and address any other information indicated by staff at the preapplication conference as being required,
5. Necessary drawings in the quantity specified by the director,
6. Copy of the pre-application meeting notes (Type II and Type III),
7. SEPA checklist, if required,
8. Signage for Type III applications and short subdivisions per CMC 18.55.110.H.,
9. A copy of a full title report,
10. Additional items listed below.

Major Variance

Setbacks for Single Family Residential zones are listed under CMC 18.09.040 Table 2. The applicant is proposing to reduce the side yard setback from 10 feet to 5 feet which is more than a ten percent reduction to the setback, therefore requiring a major variance per CMC 18.45.020.B.

A major variance is a Type III process where staff has up to 120 days to hold a public hearing. The Hearings Examiner renders the final decision. The required narrative shall address the major variance criteria per CMC 18.45.040. Photos of neighboring properties and any other documentation that could help make your case as to why the major variance should be approved will need to be submitted with the application. Per CMC 18.45.050, the major variance approval expires if building permits are not issued within one year.

Critical Area Review

Clark County GIS mapping identifies geologically hazardous areas (i.e. steep slopes) and fish and wildlife habitat areas within the subject property. As such, a critical areas report is required if the proposed development is within or adjacent to (within 200-feet) of 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 Geologically Hazardous Areas are found in CMC 16.59.060 and 16.59.070. *Report shall be prepared by a Geotechnical Engineer*
- The critical areas report requirements for Fish and Wildlife Habitat Areas are found in CMC 16.61.020. *Habitat assessment shall be prepared by a Biologist.*
 - A preliminary mitigation plan is required if there will be impacts to the critical area per CMC 16.

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.

Tree Survey and Density

A Landscape, Tree and Vegetation plan must be submitted pursuant to CMC 18.13.050 along with a Tree Survey per CMC 18.13.045, which requires an inventory and assessment of existing trees prepared by a certified arborist or professional forester. A minimum tree density of 20 tree units per net acre is required per CMC 18.13.051. The tree density calculation shall be shown in the report.

Tree removal within a critical area requires a replacement ratio of 2:1 per CMC 16.51.125- Vegetation removal permit. Additional mitigation may be required for impacts to trees within a habitat area.

Archaeological Review

An archaeological predetermination report is required because there is a high probability of artifacts per CMC 16.31.070.A.

ENGINEERING DIVISION
ERIC DUGGER (360) 817-1568 edugger@cityofcamas.us

Engineering has no comments for the Major Variance request, however, below are the engineering requirements for the proposed SFR shown on the site plan application.

The existing SFR was demolished in April 2022, the following are requirements for the future SFR as shown on the site plan submitted with the application.

General Engineering Requirements:

New Single-family residence (SFR):

1. Civil engineering site plan and detail sheets are to include the following improvements:
 - a. If applicable, new water service and sewer lateral, trenching and backfill for water and sewer service, and limits of pavement restoration.
 - b. Additionally, the existing driveway approach is to be removed and replaced, per CDSM ST17 Driveway/Sidewalk Without Planter and sidewalk installed along frontage, per CDSM Detail ST18 Sidewalk.
2. Civil plans shall be prepared by a licensed Washington State Engineer in accordance with the Camas Design Standards Manual (CDSM).
3. The CDev Engineering is responsible for plan review (PR) and construction inspection (CI) for improvements within the right-of-way.
4. Work within the right-of-way (ROW) will require a General Encroachment permit, issued by Community Development (CDev) Engineering.
5. The encroachment permit fee will be based on the contractor's bid for the work to be performed within the ROW.
 - a. Work within the ROW includes new water/sewer services if required, new driveway approach, and sidewalk.
 - b. If the work exceeds \$1,500.00 the fee calculation is \$30.00 plus 2.5% of the Contractor's bid for the work.
 - c. A traffic control plan (TCP) is to be submitted with the encroachment permit for review and approval, prior to working within the ROW on SW 6th Avenue.

Traffic/Transportation:

1. A single-family residence does not require a traffic study due to less than 199 ADT.

Streets:

1. The proposed SFR is located on the south side of SW 6th Avenue.
2. SW 6th Avenue is an existing 2-lane collector with curb, gutter, and intermittent sidewalks on the south side. The north side has sidewalks and planter strips.
3. The new driveway width cannot exceed 40% of total lot frontage.

Stormwater:

1. The parcel size is 13,939 sf / 0.32 acres.
2. Refer to Ecology's *Figure I-3.2 Flow Chart for Determining Requirements for Re-Development (Vol. I, Chapter 3, Page 90)* and the Camas Stormwater Design Standards.
 - a. All re-development projects, including SFR, shall comply with Minimum Requirement (MR) #2 – Submittal of a Stormwater Pollution Prevent Plan (SWPPP). Contact Building Dept. for a copy of the *Abbreviated Construction SWPPP* Form.
3. Provisions are to be made 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.
4. A designated concrete washout area (BMP C154, Vol. II, Chap. 3, pgs. 320-326) is to be shown on the site plans.
 - a. The concrete washout area is to be removed prior to issuance of final occupancy.

Erosion Control:

1. The parcel size is 13,939 sf / 0.32 acres.
2. At time of SFR construction, 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.
3. Mud tracking onto the road surface is discouraged and any mud tracking is to be cleaned up immediately.

Water:

1. There is an existing 6-inch ductile iron water main located on the north side of SW 6th Avenue.
2. Applicant is to work with Operations Water Dept. staff to verify that the existing ¾" copper water service is still viable. If not:
 - a) A new 1-inch water service will have to be tapped and extended to the future SFR.
 - b)
 - c) The new water meter box is to be located at the right-of-way on SW 6th Avenue.
 - d) After tapping a new water service, trenching and surface restoration on SW 6th Avenue will be required, per CDSM Details G2 and G2A.
3. A 10-foot separation is required, within the right-of-way, between the water service and sewer lateral.
4. The tap on the existing water main will performed by Operations Water Department staff.

Sanitary Sewer:

1. There is an existing 3-inch PVC pressure sewer main located on the south side of SW 6th Avenue.
2. Applicant is to work with Operations Sewer Dept. staff to verify that the existing sewer lateral is still viable. If not:

- a. The approved tapping contractor noted below is to tap a new 1 or 2-inch sewer lateral from the sanitary sewer main to the future SFR, per CDSM Detail SP2.
 - b. The applicant will be required to decommission the existing STEP tank (installed in 1988), in accordance with Clark Co. Health Dept. requirements.
 - c. Applicant is to install a new STEP tank, per CDSM Details for STEF & STEP Tanks.
 - d. After tapping a new sewer lateral, trenching and surface restoration on SW 6th Avenue will be required, per CDSM Details G2 and G2A.
3. A 10-foot separation is required, within the right-of-way, between the water service and sewer lateral.

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>

Garbage and Recycling:

1. Garbage and recycling cans are to be placed at the public right-of-way for pickup on SW 6th Avenue.

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.
4. Impact fees and SDC charges do not include the costs for tapping the water or sewer mains, extending the water service or sewer lateral to the property line, trenching & trench backfill, purchase & installation of water meter box and STEP tank, or surface restoration.

Impact Fees for 2022:

1. Single Family Detached:
 - a. Traffic Impact Fees – NA due to recent existing SFR
 - b. School Impact Fees (SIF) (Camas) – NA due to recent existing SFR
 - c. Park/Open Space Impact Fees (PIF) – NA due to recent existing SFR
 - d. Fire Impact Fees (FIF) - \$0.20 sf

System Development Charges (SDCs) for 2022:

1. Not applicable, except for connection and inspection fees, as there was an existing SFR with the last 5 years.

FIRE DEPARTMENT

KEVIN BERGSTROM (360) 834-6191 FMO@cityofcamas.us

***No specific notes related to the lot line variance requested. Notes provided pertain to the SFR that might be constructed at this site following any approval of the variance requested.**

- 1) NFPA 13D Residential Fire Sprinklers required in all new dwellings. It is recommended the owner additionally install fire sprinklers in all garages in consultation with their fire sprinkler contractor.
- 2) If a larger water meter is required and proven by design to be needed because of the fire sprinkler system and is not required for reasons of the international residential code from the building department then the SDC up-charge is waived and the minimal cost difference in the actual meter shall be paid.
- 3) A flow switch is optional but recommended to tie into the homes security system along with an outside bell.
- 4) If a PRV is needed for pressures over 80 PSI on the domestic supply, it shall be installed after the fire line supply. If the pressure is over 80 PSI a PRV may be needed on the toilet supply line supplied from the fire sprinkler system.
- 5) An inside bell or horn strobe is recommended (If system is not tied into a security system) Contact Randy Miller in the FMO for more information.
- 6) Water supply line from the meter into the structure shall be sized per the fire sprinkler contractors design calculations or a 2- inch line shall be installed.
- 7) Providing fire sprinklers in garages are optional but strongly encouraged. Please contact the FMO for further details.
- 8) The distance from a required fire hydrant may be increased when Residential Fire Sprinklers are installed. CMC 17.19.040.C.4.a.
- 9) Any discovered underground oil or fuel storage tank is a decommissioning permit through the FMO.
- 10) A propane tank Permit is required with the Fire Marshals Office if over 124 gallons.
- 11) Temporary Addresses required at all times for any structure/lot during the vertical build.
- 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.
- 13) Please don't hesitate to contact the FMO if you have any questions. 360-834-6191 or FMO@cityofcamas.us

We look forward to a safe and successful project.