

Pre-Application Meeting Notes Camas Project Based Learning High School File PA16-30

Thursday, October 27th, 2016
616 NE Fourth Avenue, Camas, WA 98607

Applicant/ Contact: Heidi Rosenberg Camas School District		Project Description: Applicant proposes to construct a new high school on approximately 40 acres.
Representing City of Camas:	Robert Maul, Planning Manager Bob Cunningham, Building Official Steve Wall, Public Works Director Phil Bourquin, Community Development Director Ron Schumacher, Fire Marshall Randy Miller, Deputy Fire Marshall Norm Wurzer, Engineer	
Location:	5780 Pacific Rim Boulevard Camas, WA 98607	
Tax Account:	986033-962 & 125661-000	
Zoning:	Business Park (BP)	
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”.		
Development fees will be based on the adopted fees at the time of application submittal. The applicable fees include:		
Site Plan Review		\$2,525 + \$60 per 1,000 of GFA
Design Review (major)		\$1,750
SEPA		\$710
Fire Department Review		\$370
Engineering Review		3% of estimated construction costs
Building Permit and Plan Review		Based on the valuation of the project

PLANNING DIVISION

Robert Maul, Planning Manager (360) 817-7255

The following pre-application notes are based on the application materials and site plan submitted to the City. The following general application materials must be submitted in combination with a Site Plan Review submittal per **CMC§18.55.110** as follows:

- A copy of a completed city application form and required fees;
- A complete list of the permit approvals sought by the applicant;
- 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;
- 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 pre-application conference as being required;
- Necessary drawings- three sets and an electronic copy (send as a PDF by email or on a disc);
- Copy of the pre-application meeting notes;
- A SEPA checklist must be submitted.
- A development sign will need to be posted on the property, which is viewable from the public-right-of-way. The sign must be 4' x 8' and include information in regard to the application and the public hearing.

Permit Specifics:

1. Site Plan Review (Type II Permit)

An application for Site Plan Review shall also contain information outlined in CMC 18.18.040 (A-J). The application must include a written response to the **criteria for approval** in CMC 18.18.060 (A-F).

2. Design Review (Type II Permit)

The Design Review Committee reviews the application at a public meeting, and provides a recommendation to decision maker. Typically, the city will schedule the meeting to occur prior to issuing a Site Plan decision in order to consolidate the decisions. There are several design standards applicable to this property and may be found in the Design Review Manual and in CMC Chapter 18.19.050(A) *Standard Principles*. A submittal for design review should include a site plan drawing, landscape plan, exterior elevations, building materials and colors, lighting specs and plan, and sign plan (optional).

Landscaping & Parking Lot Design

A landscape plan must be submitted pursuant to CMC 18.13.050.

- Parking areas must be landscaped in compliance with CMC 18.13.060. Generally that means that all perimeters of the parking lot must be landscaped/screened, and that interior trees must be provided at a specified ratio of trees per parking stalls.
- Landscaping should be concentrated within the foreground of the visual area and should provide a safe and welcoming pedestrian environment.

ENGINEERING DIVISION

Norm Wurzer (360) 817-1562

General Requirements:

- 1) Construction plans shall be prepared by a licensed Washington State engineer in accordance with City of Camas standards.
- 2) The applicant shall locate facilities per CMC 5.45.365. (underground)
- 3) The engineering plans shall show all Right of Way and easements acquired.
- Existing wells and septic tanks and septic drain fields shall be abandoned in accordance with state and county guide lines per CMC 17.19.020 (A3).

- A 1% plan review and 2% construction inspection fee will be required. The fee will be based on an engineer's estimate or construction bid. The fee is due prior to approved construction drawings being released by the City.
- Regulations for installation of public improvements, improvement agreements, bonding, final platting and final acceptance can be found at CMC 17.21.

Traffic/Transportation:

- A traffic study completed by Charbonneau Engineering dated July 2016 was submitted to City staff in August 2016. Preliminary discussions regarding the findings of the traffic study have been discussed with the applicant's representatives; however no formal review has been completed by the City. The applicant will need to confirm with the City whether or not the July 2016 Report is still valid and if it is the report they would like the City to review with the formal application for the project.
 - It has been discussed that a traffic signal at NW 16th & Brady will most likely be required based on the proposed number of new trips. The City is currently designing improvements to Brady Road from NW 16th to Pac Rim Blvd. with construction anticipated to be started in 2020. Improvements to the 16th and Brady intersection will need to be coordinated with the City's roadway improvements. The City is willing to look at partnership opportunities to complete the necessary projects.
 - Improvements to the 16th and Brady intersection would be eligible for TIF Creditable at the percentage/amount shown in the City's 2012 TIF Study Update.

Streets:

- NW 18th Avenue adjacent to the subject parcel is designated as a Collector Street. Improvements to NW 18th shall meet the requirements of City of Camas Design Standards for a three lane collector as shown on the design standard plan ST5, including but not limited to a 37-foot half-width right-of-way, 23-foot half width of asphalt, landscaping, street lights and drainage improvements.
 - Potential alternative designs were discussed with the applicant at the pre-application meeting. There may be alternatives to the design standards that could be considered by the City; however, the applicant would be required to show to the City's satisfaction how all major components of the standards and codes are being met with the proposals and design exception requests may be required.
- There is an existing three party agreement between the City, School District and Sharp which outlines improvements to be completed by each party in the vicinity of the project site. The improvements identified in the agreement generally include a signal at Payne Road/Pac Rim Blvd.; a new easterly access at Payne Road/Lacey Way; a new cross walk on 18th Ave in the vicinity of Deerfern Street; and improvements to the Sharp access at their easterly property line. The new High School application will be reviewed separately from that agreement, and as such, the new High School may be conditioned with some of the same improvements identified in the agreement. Additional infrastructure improvements will likely also be conditioned above and beyond those identified in the agreement according to City codes and policies.
- The applicant will be responsible for all traffic control signs, street name signs, pavement markings and street lighting per CMC 17.19.030 (I) (J). LED street lighting is a requirement for all street lighting.
- The applicant will be responsible for the design and submittal of the utility plan showing the locations for underground power, telephone, gas, CATV, street lights and associated appurtenances.

- ADA compliant pedestrian ramps and ADA compliant street crossings are required. To provide ADA compliant pedestrian ramps and street crossings careful evaluation of street profile grades and intersection site grading will be required. The applicant is requested to submit a crosswalk design for each location for review and approval.

Stormwater:

- Per CMC 14.02 stormwater treatment and runoff control shall be designed in accordance with the 2012 Stormwater Management Manual for Western Washington and the City of Camas Stormwater Design Standards Manual.
- Stormwater facilities shall be located and landscaped per CMC 17.19.030 (F6) and CMC 17.19.040 (C3a). Stormwater facilities should be located within a separate tract.
- Maintenance of the storm water facilities will be the responsibility of the owner per CMC 17.19.040 (C3).
- The nearest public storm system to the subject parcel is located in NW Pacific Rim Blvd. Stormwater runoff from the site and/or discharge from any detention or treatment facilities shall not impact downstream properties. Flow spreaders and other similar designs have been proven to not work as effectively as they need to and the City will be carefully reviewing and working with the applicant during design to ensure downstream properties are not impacted.
- This development is subject to payment of stormwater utility fees in accordance with the provisions of CMC 13.89.
- Storm easements if required will be shown on the design prints.

Water:

- The nearest water connection point is available in NW 18th Avenue adjacent to the site which consists of an existing 12" water line.
- The Applicant shall be responsible for performing fire flow tests to ensure the site has adequate flows and pressures for the proposed use. Fire flow testing shall be coordinated with the City and completed prior to submittal of engineering plans.
- The water system shall be looped where ever practical.
- Commercial systems shall be properly sized, installed and maintained by the business/building owner.
- Water system piping shall be a minimum of 8" diameter and be consistent with the Camas Design Standards Manual (CDSM).
- The water systems serving commercial or industrial uses shall be privately owned and maintained beyond the water meter. Separation of private and public water systems is required through the use of an approved backflow prevention assembly and must be shown on the design prints. If an onsite fire line is required then a double detector check valve will be required at the right-of-way line. Irrigation systems will also require a separate meter and individual backflow prevention device. All fire hydrants on the private system shall be painted red to distinguish them from publicly maintained fire hydrants.

Sanitary Sewer:

- Currently the existing Sharp building and Camas Middle School gravity flow sewer to NW Pacific Rim Blvd to an 18" S.T.E.P mainline. For the applicant's information, there is also an existing 8" pressurized sewer mainline on NW 18th Ave. The applicant is encouraged, but not required, to install a S.T.E.F system that would flow to NW Pacific Rim Blvd.

- The applicant shall work with the City to determine if adequate sewer capacity exists to serve the proposed use prior to engineering approval. Any modeling or calculations shall be completed at the applicant's expense.
- Commercial systems shall be properly sized, installed and maintained by the business/building owner.

Parks/Trails:

- Trail segment T-23 is identified in the 2014 Parks Recreation & Open Space (PROS) Plan as being adjacent to or within the proposed development running north to south along the easterly boundary of the site. This trail segment is not PIF creditable. The applicant shall be required to construct a trail or pathway that meets the intent of the trail segment shown in the PROS Plan.

Impact/SDC Fees:

- Water and Sewer System Development Charges (SDC) are based on the water meter size. See CMC 13.52.060 for the Water SDC's and see CMC 13.72.060 for the Sewer SDC's.
- Traffic Impact Fees (TIF) are collected at the time of building permit issuance based on PM peak hour trips. TIF fees may be prepaid or deferred and paid prior to issuance of the final occupancy permit at the discretion of the Community Development Director.
- TIF and Fire Impact Fees (FIF) are calculated impact fees in accordance with the provisions of CMC 3.88.

FIRE DEPARTMENT

RANDY MILLER (360) 834-6191

- Site Plan Permit
- NFPA 24 Fire main underground Permit, minimum level "U" license required.
- NFPA 13 Fire Sprinkler Permit, WA State licensed fire sprinkler contractor.
- NFPA 72 Fire Alarm Permit, minimum NICET III for design and NICET II for acceptance testing.
- NFPA 17A Commercial Hood Suppression System Permit. WA State License.
- NFPA 110 Emergency Generator Permit.

BUILDING DIVISION

BOB CUNNINGHAM (360) 817-1568

- The structures will be reviewed under the most current building codes as adopted by The State of Washington.
- A code analysis and plans shall be prepared by an architect licensed by the State of Washington. The code analysis shall address types of occupancy, type of construction, building height, allowable area, Fire Life Safety elements and the ADA requirements.
- The structural drawings and calculations shall be prepared and stamped by a Professional Engineer licensed by the State of Washington.
- The new structure shall comply with the Washington Energy Code for building insulation, mechanical equipment, lighting, etc... All commercial energy forms shall be prepared by a licensed professional in accordance with section C103 of The Washington Energy Code.
- If applicable a set of detailed plans from a design professional are required for commercial kitchen equipment, ventilation equipment, the type 1 hood and suppression systems
- If applicable a properly sized grease interceptor or trap is required.
- A Health Department review and permit is required.

- The fire suppression and or fire alarm systems shall be in accordance with IBC and other applicable code standards, all fire suppression and or fire alarm systems shall be reviewed by the Camas Fire Marshal's office.
- Civil plans to be on separate 24" x 36" sheets with City of Camas Engineering Division signature block.
- Project shall be subject to applicable fees; System Development Charge's, Traffic Impact Fees, Planning's Site Plan Review, Design Review (committee or minor), Engineering project & review fees, Fire Department review, Building plan review and permit fees.
- Parking shall be in accordance with CMC 18.11

IMPACT, DEVELOPMENT, CONNECTION, LATECOMER FEES					
SCHOOL IMPACT FEES					
BUILDING TYPE	CAMAS	EVERGREEN	WASHOUGAL		
Single Family Detached	5,371.00	6,100.00	5,600.00		
Multi-Family	5,371.00	7,641.00	5,800.00		
Accessory dwelling units shall be subject to impact fees at the following rates: 25% of the single family rate for internal conversions, and 35% for external conversions.					
TRAFFIC, PARK/OPEN SPACE, FIRE IMPACT FEES					
BUILDING TYPE	TIF North District	TIF South District	PARK/O.S.	FIRE	
Single Family Detached	7,869.00	2,995.00	2,290.00	.20 psf	
Duplex (both sides)	11,264.00	4,287.00	4,580.00	.20 psf	
Rental Townhouse (per DU)	5,632.00	2,144.00	1,717.00	.20 psf	
Apartment (per DU)	5,169.00	1967.00	1,717.00	.20 psf	
Residential Condo/Townhouse	4,012.00	1,527.00	2,290.00	.20 psf	
Accessory Dwelling Unit (Interior)	1,967.00	749.00	572.50	0	
Accessory Dwelling Unit (Exterior)	2,754.00	1,048.00	801.50	.20 psf	
Commercial	Calculated		Calculated	.40 psf	
WATER SYSTEM DEVELOPMENT CHARGES & FEES					
	WATER & SEWER DEVELOPMENT CHARGES				WATER CONNECTION FEES
METER SIZE/TYPE	ALL CUSTOMERS (EXCEPT INDUSTRIAL)		INDUSTRIAL		
	Non NUGAE ¹	NUGAE	Non NUGAE	NUGAE	
3/4"	4,778	7,310	28,270	44,723	360.00
1"	7,963	12,183	45,555	72,313	400.00
1.5"	15,925	24,365	88,632	141,151	765.00
1.5" Turbine	15,925	24,365	88,632	141,151	965.00
2"	25,480	38,984	140,568	223,999	1,865.00
3"	50,960	77,968	281,092	446,958	Meter purchased and installed by Developer
4"	79,625	121,825	436,781	695,386	Meter purchased and installed by Developer
6"	159,250	243,650	868,727	1,384,939	Meter purchased and installed by Developer
8"	254,800	389,840	1,386,905	2,212,246	Meter purchased and installed by Developer
SEWER DEVELOPMENT CHARGES ²			MISCELLANEOUS WATER & SEWER FEES		

METER SIZE	Non NUGAE	NUGAE	TIME AND MATERIAL MINIMUM CHARGE (When the City installs service lines)	
Residential	2,493	4,420	Water Connection by City ³	1,520.00
Commercial 3/4"	3,740	6,630	Sewer Connection by City ³	1420.00
Commercial 1"	6,234	11,050	STEP/STEF Inspection	155.00
Commercial 1.5"	12,467	22,101	Encroachment (Under \$1,500 Value)	30.00
Commercial 2"	19,948	35,361		

Notes:

1. North Urban Growth Area (NUGA)
2. Rates apply to Commercial I customers. Rates for Industrial and Commercial II (higher than average flow or strength) are calculated by Public Works Director.
3. Minimum charge. Fee may be higher based on Time and Materials as calculated by Public Works Director.
4. Some building sites will have water or sewer latecomer fees in addition to the fees noted above.