

**COMMUNITY DEVELOPMENT DEPARTMENT**

616 NE 4<sup>th</sup> Avenue  
 Camas, WA 98607  
[www.ci.camas.wa.us](http://www.ci.camas.wa.us)

June 13, 2018

Joel Stirling  
 Sterling Design, Inc.  
 2208 E. Evergreen Blvd.  
 Vancouver, WA 98661

RE: Valley View Estates Subdivision (SUB18-02)

Dear Mr. Stirling,

Thank you for your application submittal for the Valley View Estates Subdivision. There are items that remain to be addressed with your application. The purpose of this letter is to inform you that the above application submitted on May 18, 2018, has been deemed incomplete in accordance with Camas Municipal Code (CMC) Section 18.55.130. You have 180 days from the date of application to submit the missing information pursuant to CMC 18.55.130.C. If the below requested information is submitted, staff will again verify whether the application is complete.

**Items necessary for completeness:**

1. The signature page submitted with the SEPA checklist is from an old form. The signature page should contain the language "under the penalty of perjury". The current SEPA checklist is on the city website. Please resign and resubmit (via email is ok).
2. Per CMC 17.11.030.B.13, a narrative addressing the preliminary plat approval criteria in CMC 17.11.030.D (1-10).
3. Per CMC 16.31.160, provide proof of mailing or emailing the archaeological predetermination report to the tribes.
4. The following information shall be addressed on the site and development plans pursuant to CMC 17.11.030.B.6:
  - a. The following standards in CMC Section 17.01.050 shall be included on the preliminary plat map:
    - i. Critical areas (i.e. streams and steep slopes) and existing buildings per CMC 17.01.050.A.2;
    - ii. Legal description of the boundaries per CMC 17.01.050.A.4;
    - iii. Tract C should be included as recreational open space per CMC 17.01.050.B.3.g;
  - c. Lines marking the boundaries of the existing lot(s) (any existing lot to be eliminated should be a dashed line and so noted). For example, is Tax Lot 48 proposed to be removed?
  - j. Provide recorded documents of the nature and extent of existing easements (i.e. 30-ft. easements adjacent to existing gravel road).
  - m. Location of any critical areas and critical area buffers (i.e. steep slopes) to indicate compliance with all applicable provisions of critical areas legislation.
5. Revise and resubmit the TIR to comply with the 2014 SWMMWW, not the 2005 SWMMWW manual.

**Other preliminary project issues noted by staff to be addressed:**

1. Do not reference Clark County Stormwater O&M Manual in your reports. Only reference the City of Camas and/or Ecology Stormwater Manuals.
2. Proposed retaining walls will need to comply with CMC 18.17.060.

Please note, additional comments will be provided during further review of your application. If you have any questions, please contact me at (360) 817-7253.

Respectfully,

A handwritten signature in black ink that reads "Lauren Hollenbeck". The signature is written in a cursive, flowing style.

Lauren Hollenbeck  
Senior Planner