



**Pre-Application Meeting Notes
Lacamas Creek Pump Station
File PA 18-60**

Thursday, November 29, 2018
Public Works Conference Room
616 NE Fourth Avenue, Camas, WA 98607

Applicant: Public Works Division
City of Camas
616 NE 4th Ave.
Camas, WA 98607

**Representing City
of Camas:** Sarah Fox, Sr. Planner
Bob Cunningham, Building Official
Randy Miller, Fire Marshal
Jerry Acheson, Parks Manager

Location: Construction at various locations along NE 3rd Avenue to include: 1641 NE 3rd Ave.; and 1906 NE 3rd Loop

Tax Accounts: 907440-000 and 89800-000

Description: Applicant proposes to develop a new pump station and demo an existing station at East 1st and NE 3rd Avenue

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".**

STAFF NOTES

PLANNING DIVISION

Sarah Fox | 817-7269

Applicable codes for this development are namely found within the Camas Shoreline Master Program (SMP), but also include Title 16 (SEPA and Archaeological Resources), 17 Land Development, and Title 18 Zoning of the Camas Municipal Code ("CMC"). The applicant is responsible for reviewing the code and addressing the applicable provisions.

Permits Required:	2019 Fees
Shoreline Substantial Development Permit and Shoreline Variance	\$ 1,148
Archaeological Review	\$ 132
Critical Area Permits (frequently flooded areas, habitat)	\$ 744 x 2
SEPA Checklist	\$ 777
Design Review – Parks & Recreation Commission	\$2,280
Site Plan Review	\$2,762

Application Materials:

1. Shoreline application materials are listed at **Appendix B of the SMP at Section VII.**

The narrative must describe the proposed development, existing site conditions, existing buildings, and natural features within the Urban Conservancy and Medium Intensity shoreline environments. Drawings must include the distances of development activities from the OHWM.

The following sections of the SMP should be included and discussed in the narrative:

- General goals at Section 3.1
 - Public Access & Recreation Section 3.7
 - Utilities and Essential Public Facilities at Section 3.11
 - General Shoreline Use and Development Regulations at Section 5.1
 - Public Access at Section 5.5
 - Vegetation Conservation at Section 5.8
 - Site Planning at Section 5.7
 - Parking Section at Section 6.3.10
 - Utilities Uses at Section 6.3.15
 - Conditional Uses at Appendix B, X (A)
2. Critical area permits will be consolidated with the review and decision of the shoreline permit. The critical area permit materials for each respective critical area are found within **Appendix C** of the SMP.
 3. The proposal is not categorically exempt from the requirements of the State Environmental Policy Act (SEPA). Therefore, a SEPA environmental checklist is required to be submitted.
 4. Archaeological review standards require that the applicant provide proof of mailing either by including email records or by certified mail, return receipt requested. Once the

city is notified, then the tribes have 14 days to comment on the report. Predetermination report standards are described at CMC16.31.080.

5. Site Plan and Design Review (Consolidated)

- a. Site Plan Review and Design Review are required for new structures. Site plan decision will be issued after recommendation is received from the Parks & Recreation Commission in regard to Design Review compliance.
- b. Site Plan Review application materials are listed at [CMC§18.18.040](#). Development is occurring in a city park, which has development standards at CMC§18.32.030 (In brief):
 - *Setbacks. The minimum setbacks are twenty feet.*
 - *Building lot coverage. The maximum building lot coverage shall not exceed thirty-five percent of lot area, with the exception of community or recreation centers, where lot coverage shall not exceed sixty percent.*
 - *Landscaping. All required yard setbacks shall be landscaped. Any storage areas visible to the right-of-way shall be screened. Parking area landscaping shall be consistent with CMC Chapter 18.13 Landscaping.*
- c. Design Review applications must include site layout drawings, elevation drawings, colors, materials, lighting and landscape plan. The Parks Commission will review this portion of the application and provide a recommendation to be consolidated with the final decision.

BUILDING DIVISION

Bob Cunningham | 817-1561

1. The structures will be reviewed under the most current building codes as adopted by The State of Washington.
2. The structural drawings and calculations shall be prepared and stamped by a Professional Engineer licensed by the State of Washington.
3. Any development located within a special flood hazard area shall be in accordance with CMC 16.57

FIRE DIVISION

Randy Miller | 834-6191

1. Construction Permit Required.
2. Hazardous Production Materials over exempt amounts requires a permit with the fire marshal's office.
3. Fuel Fired Generator requires a permit with the fire marshal's office.