



**Pre-Application Meeting  
Green Mountain PRD Pods B1 and B2  
File# PA18-28**

Thursday, May 3, 2018  
2:30pm, Council Chambers  
616 NE Fourth Avenue, Camas, WA 98607

**Applicant / Contact:**

**Applicant:**

Sterling Design, Inc.  
Joel Stirling  
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Vancouver WA 98661  
Ph: (360)759-1794  
Email: [joel@sterling-design.biz](mailto:joel@sterling-design.biz)

**Contact:**

Same

**Representing City of Camas:**

Lauren Hollenbeck, Senior Planner  
Randy Miller, Fire Marshal  
Anita Ashton, Engineering Project Manager  
Bob Cunningham, Building Official

**Location:**

NE Ingle Road  
Parcel #'s 986037-307, 173178-000, 172555-000

**Zoning:**

MF-18

**Project Description:**

Applicant is proposing to subdivide 12.64 acres into 183 single-family and multi-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 preliminary plat 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 the application materials and site plan submitted to the City on April 10, 2018:

### 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 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(s) and required fee(s);

Fees will be based on the adopted fees at the time of application submittal. The current fees include the following:

1. Preliminary Plat	\$6,650+\$234 per lot
2. Design Review (major)	\$2,200.00
3. SEPA	\$749.00
4. Critical Areas Review	\$718.00 (per type)
5. Fire Department Review	\$296.00
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. All existing conditions shall be delineated on the site plan including the information outlined in CMC 17.11.030.B.6 (a-o);
6. A preliminary grading plan as slopes are greater than ten percent;
7. Preliminary stormwater plan and report;
8. A geotechnical report consistent with CMC Chapter 16.59 as development is proposed on slopes greater than ten percent
9. A copy of the Clark County assessor's map which show the location of each property within 300 feet of the subdivision;
10. One set of mailing labels for all property owners as provided in CMC Section 18.55.110;
11. A traffic study
12. 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.
13. A development sign must be posted on site per CMC Section 18.55.110.H (1-5).
14. Necessary drawings- three sets and an electronic copy (send as a PDF by email or on a disc). All documents and reports submitted as separate pdf copies.

**Preliminary Plat Review (comments provided in red text are in addition to the previous PA18-23 pre-application meeting comments)-**

The following comments are based on the site plan materials submitted with this Pre Application. If considerable changes are not made, the Community Development director will require a PRD amendment per CMC 18.55.

Overall comments

1. The proposed preliminary plat will need to comply with all the applicable conditions of approval in the PRD in addition to the recorded Development Agreement.
2. A PRD shall provide more creative and innovative designs than through conventional zoning or subdivisions and design and layout shall take into consideration the integration and compatibility of the site and surrounding areas.
3. PRD Condition #36, lots that take access from alleyways, shall front public/private streets and access tracts (unless it fronts an open space area) **the lots that face an open space, how are they addressed? "Alley" is defined as a narrow street primarily for vehicular service access to the rear or side of properties otherwise abutting on another street.**
  - A plan identifying the different housing typologies and location of front façade of the building shall be provided at application submittal.
  - Lots may face open space areas but need to be larger **and have appropriate pedestrian access to the front door.** A good example is 2 Creeks at Camas Meadows Drive (36-ft.-45ft. wide). **Open spaces are still too narrow, some places only show a 15-ft.- 24ft. wide space.**
  - **Pod B1- Lots 19-26 facing a fence? Lots 1-18, how is the front door accessed?**
  - **Pod B2- Lots 1-14, how is the front door accessed?**
4. Per CMC 17.19.030.B, blocks shall be wide enough for two tiers of lots, **except where abutting a major street or prevented by topographical conditions or size of the property, in which case the approval authority may approve a single tier.**
  - Lots **38-48** in Pod B1 and Lots **19-28 (exception due to topo?)** and Lots **43-50** in B2 do not comply with this requirement.
5. Per CMC 17.19.030.D.3, the building envelopes need to be shown on the plat. Lot width is measured at the front of the building envelope.
6. Each dwelling unit within a new development shall be landscaped with at least one tree per CMC 17.19.030.F.
7. **Per CMC 17.19.040.B.10.e, 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.**
8. There are no driveways (due to setbacks) and street parking for alley-loads. A parking plan showing all off-street parking is required at application submittal. **Some of this required parking is shown on-street in both pods; needs to be off-street. These off-street parking spaces should be placed throughout the plat and not concentrated in one area (need better parking solution).**
9. The grading plan identified the location of walls but wall heights shall also be included on the plan. Retaining wall height requirements are found in CMC 18.17.060. **Provide wall heights.**

B1 POD

10. Lots **66-80** NE Boxwood Street shall continue with the streetscape street section approved with Phase 2 of the PRD (see attachments) **However, pedestrian access from sidewalk to front door of these homes shall be provided and therefore this cross section shall be modified to eliminate the fence.**
11. Per CMC 17.19.030.D.6.a (i-ii), for rear-loaded garages, the lot must provide pedestrian access to the arterial or collector if feasible **and shall be shown on the plans.**

12. Per CMC 17.19.040.B.6.a, streets and ped/bicycle paths shall extend to the boundaries of the plat to ensure access to neighboring properties. (see additional comments from Engineering)
13. Lots 73-76 in the plat to the west face the sides of proposed lots 101 and 117. Lots in this area should face towards Lots 73-76.

#### B2 POD

14. Per CMC 18.23.110, *The perimeter of the planned development shall be so designed as to minimize any undesirable impact on adjacent properties.* As such, the beveling standards shall apply if applicable.
15. PRD Condition #28, 4-ft. fence is required
16. The Master Plan requires a trail connection to the east including open space where there are proposed lots.

#### **Design Review (major)**

Design Review is required for new development within multi-family zones per CMC 18.19.020. Design Review is a Type II decision and reviewed by the Design Review Committee. The standards applicable to this property for Design Review are found in the Camas Design Review Manual to include *Standard Principles & Guidelines* in addition to the *Specific Principles & Guidelines* for Gateways & Corridors (applicable to Pod B1 only) and Multi-Family Uses.

-Again, because this is a PRD we will be looking to be sure there is architectural variation that is also carried to the side of the units on corner lots (no blank walls).

A submittal for Design Review shall include a site plan drawing, a detailed landscape plan, exterior elevations, building materials and colors, lighting specs and plan, and sign plan (optional). A final Design Review decision may be consolidated and issued with the Preliminary Plat decision.

#### **Tree retention**

Per Exhibit E of the Development Agreement, the applicant shall demonstrate that the number of trees protected will meet or exceed the amount listed in the "Tree Preserved" column. Demonstrate that the proposal will not preclude the preservation of the minimum number of trees required to be preserved for that zone when it is fully developed. Two Oregon White Oaks located in Pod B1 adjacent to NE Ingle Road are highly visible and shall be incorporated into the land use design where feasible.

#### **SEPA**

Your proposal is not categorically exempt from the requirements of the State Environmental Policy Act (SEPA) per CMC Section 16.07.020.A and C as the proposed subdivision is more than ten residential units and contains critical areas.

#### **Critical Areas Review**

Per city mapping and Clark County GIS, steep slopes, wetlands and fish and wildlife habitat conservation areas are identified within the property. Per CMC Section 16.51.130, a critical areas report prepared by a qualified professional is required if a proposed development is within or adjacent to a critical area. The general requirements for a critical areas report is found in CMC Section 16.51.140. The City's code contains additional requirements for each type of critical area:

- 1) Wetlands are addressed in CMC Section 16.53.030. If impacts to critical areas (or wetland) are anticipated, then an analysis of alternative designs must be included as a demonstration of the effort to avoid impacts per **CMC Section 16.53.050.D. Avoidance, minimization and mitigation shall be required.**
- 2) Per PRD condition #24, a geotech report is required. Geologically Hazardous Areas are addressed in CMC Section 16.59.060 and 16.59.070.
- 3) Fish and Wildlife Habitat Conservation Areas are addressed in CMC Section 16.61.020.

## Archeological Review

Need to comply with the conditions of the archaeological permit issued with the PRD.

## ENGINEERING DIVISION

**ANITA ASHTON (360) 817-7231**

### General Requirements:

1. Construction plans shall be prepared by a licensed Washington State engineer in accordance with City of Camas Design Standards Manual (CSDM).
2. The applicant shall locate facilities per CMC 5.45.365.
3. 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).
4. 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.
5. 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.
6. A 3% plan review and inspection fee will be required per resolution number 1023. 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.
7. Regulations for installation of public improvements, improvement agreements, bonding, final platting, and final acceptance can be found at CMC 17.21.

### Traffic/Transportation:

8. An update to the original transportation impact analysis (TIA) for Green Mountain PRD Master Plan, will be required in accordance with the City's adopted Traffic Impact Study Guidelines.
9. The updated traffic summary for Pod B1 South and Pod B2 North shall include:  
Speed surveys, traffic counts, site distance evaluation, AM and PM peak volumes, trip distribution and assignment, signal warrants, turn pocket analysis, with and without project analysis for the current year, build out year and may include the future 5 year and 20 year analysis depending on the additional number of dwelling units in addition to the approved total from the Green Mt PRD. Evaluation of additional off-site intersections will be required once trip generation and distribution information is determined. Contact the City Engineer for trip distribution acceptance and the identification of specific study intersections.
10. If the proposed development generates more than 700 ADT, acceptable traffic calming measures will be required in accordance with the Neighborhood Traffic Manual.

### Streets:

11. NE Ingle Road is designated as a collector street, As such, minimum intersection access spacing of 330' is required, provisions for a left turn pocket are required, residential access to NE Ingle Road is prohibited and uniform fencing and landscaping is required along NE Ingle Road.
12. The access into B2 Pod North exceeds the maximum access spacing requirements of 600-feet for a roadway classified as collector. A request for a deviation from the maximum access spacing requirement is to be submitted to the City Engineer.
13. The proposed 24'-30' Rear Load Alley, as indicated on the B2 Pod North plans, does not meet the minimum Intersection & Driveway Setback requirement of 110' on a collector. This access will not be supported.
14. Half width street improvements and ROW dedication will be required along NE Ingle Road per CMC 17.19.040 (B2 & B5).
15. Street tree planting is required in accordance with CMC 17.19.030 (F).

16. Private streets to four or less dwelling units, if proposed, will need to meet the provisions of CMC 17.19.040 (A). *20' Tract Width, 12' Pavement Width, Sidewalk optional, no parking on both sides.*
17. Per CMC 17.19.040 Private streets greater than 300' long shall meet the requirements of Table 17.19.040-1(D). *Tract width 48' Pavement 28', five-foot detached sidewalks required on both sides of the street, with planter strip. No parking on one side.*
18. Public street requirements are found in CMC 17.19.040 (B). For street grades, centerline curve radii, and curb return radii requirements see CMC 17.19.040 (B12).
19. 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.
20. Streets should extend to the boundaries of the plat where appropriate to ensure access and circulation to neighboring properties per CMC 17.19.040 (B6a).
21. The applicant shall provide a circulation plan that includes the proposed development and properties within 600-ft. The plan needs to show the access points for vehicles, pedestrians, bicycles, and transit per CMC 17.19.040 (B.10.a).
22. The application narrative shall specifically address the approval criteria CMC 17.11.030 (D) Plat approval criteria and CMC 18.23.100. PRD approval standards.
23. LED street lighting is to be installed along all street frontages within and adjacent to the proposed development, in accordance with CDSM.
24. All 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:

25. Per CMC 14.02 Stormwater Control, stormwater treatment and detention shall be designed in accordance with the latest edition of Ecology's Stormwater Management Manual for Western Washington (2014 SWMMWW) and the City of Camas Stormwater Design Standards Manual.
26. Stormwater facilities are to meet the minimum 30-foot setback from the roadway, per CMC 17.19.030 (F.6).
27. Stormwater facilities are to be in separate tracts, which are to include landscaping and fencing.
28. Maintenance of stormwater facilities will be the responsibility of the owner/HOA per CMC 17.19.040 (C3).
29. This development is subject to payment of stormwater utility fees in accordance with the provisions of CMC 13.89.
30. Storm easements, if required, will be shown on the construction drawings.
31. The location of the stormwater facility for Pod B1 South is shown to be on the adjacent parcel to the south. The parcel to the south is not a part of Pod B1 South, but is located on Pod H, which is zoned commercial. **Pod B1 South is to have stormwater detained and treated on-site.**
32. The stormwater facility for Pod B2 North appears to impact the wetland area located to the south of this Pod. Stormwater facilities are only allowed in the buffers of wetlands with low habitat function, provided, the facilities are built on the outer edge of the buffer and do not degrade the existing buffer function and are designed to blend with the natural landscape, per CMC 16.53.050 (C.3).

#### Erosion Control

33. The applicant shall provide an erosion control bond will be required for land-disturbing activities of an acre or more, prior to release of approved construction plans, per CMC 17.21.030.
34. The applicant shall provide a copy of their NPDES Construction Stormwater General Permit and their Stormwater Pollution Prevention Plan (SWPPP), prior to release of approved construction plans.

#### Water:

35. There is an existing 18-inch water main located in the northbound lane of NE Ingle Road. This waterline extends north past the proposed Pod B1 South and dead ends at the northern most limits of Tract H (stormwater facility) of GM PRD Ph. 1A & 1B.
36. The applicant will be required to design and construct the water main for Pod B1 South, which will require connection to both the 18-inch water main located in NE Ingle Road and the water main located in NE Boxwood Street.
37. The applicant will be required to design and construct the extension of the 18-inch water main, located in NE Ingle Road, northwest to the limits of Pod B2 North. Additionally, the applicant will be required to design and construct the water main that will serve Pod B2 North. This system is to be connected to the existing system located in N Cherry Street in order to provide a loop system for this Pod.
38. Both Pod B1 South and Pod B2 North shall provide a separate service and water meter to each of the lots located within these Pods.
39. Applicant shall demonstrate that there are adequate fire flows available for both Pods.
40. A 10-foot separation shall be maintained between water and sanitary sewer lines.

#### Sanitary Sewer:

41. There is an existing 10-inch gravity sanitary sewer line, located in the southbound lane of NE Ingles Road, which was installed as a condition of Phase 1. The existing gravity main flows to the new NS-STS Goodwin Road Pump Station. The 10-inch sanitary mainline is currently capped with a temporary sanitary sewer cleanout at the northern most limits of the improvements for Phase 1A of the PRD.
42. The existing sanitary sewer line extends past the proposed Pod B1 South therefore the applicant will be required to design and construct a new 8-inch gravity sewer main to serve Pod B1 South, with 6-inch laterals provided to each lot.
43. As the existing sanitary sewer main does not extend northwest to the proposed Pod B2 North site, the applicant will be required to extend the mainline to the northwestern most boundary of Pod B2 North and design and construct the 8-inch sanitary sewer system to serve Pod B2 North and install 6-inch lateral for each lot.
44. A 10-foot separation shall be maintained between water and sanitary sewer lines.

#### Parks/Trails:

45. Trails to be designed and constructed in accordance with the GM PRD Master Plan.

#### Impact Fees (collected at time of building permit):

- This development is located in the North (NUGA) District
- Single Family Detached:
  - Traffic Impact Fees - \$8,495.00
  - School Impact Fees (Camas) - \$5,371.00
  - School Impact Fees (Evergreen) - \$6,100.00
  - Park/Open Space - \$2,290.00
  - Fire - \$0.20 psf
- Duplex (both sides):
  - Traffic Impact Fees - \$12,159.00
  - School Impact Fees (Camas) - \$10,742.00
  - School Impact Fees (Evergreen) - \$15,282.00 (multi-family)
  - Park/Open Space - \$4,580.00
  - Fire - \$0.20 psf

- Apartment (per DU):
  - Traffic Impact Fees - \$5,580.00
  - School Impact Fees (Camas) - \$5,371.00
  - School Impact Fees (Evergreen) - \$7,641.00 (multi-family)
  - Park/Open Space - \$1,717.00
  - Fire - \$0.20 psf
- Residential Condo/Townhouses:
  - Traffic Impact Fees - \$4,331.00
  - School Impact Fees (Camas) - \$5,371.00
  - School Impact Fees (Evergreen) - \$6,100.00
  - Park/Open Space - \$2,290.00
  - Fire - \$0.20 psf

System Development Charges (Residential):

- This development is located in the North (NUGA) District
- Water
  - 3/4" meter - \$7,310.00 + \$380.00 connect fee
  - 1" meter - \$12,183 + \$422.00 connection fee
- Sewer
  - Residential - \$4,420.00 + \$164.00 STEP/STEF Inspection

**BUILDING DIVISION**

**BOB CUNNINGHAM (360) 817-1568**

1. Existing structures need an asbestos survey and demolition permit.
2. Decommissioning of septic tanks and drainfields through Clark County Department of Health
3. The structures will be reviewed under the most current building codes as adopted by The State of Washington.
4. The structural drawings and calculations shall be prepared and stamped by a Professional Engineer licensed by the State of Washington.
5. 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 reports may be required
6. Geotechnical engineer's report required
7. The required fire distance between buildings and property line shall be in accordance with the International Building Codes.
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 sewer disposal and connections shall identified on the approved plans.
10. All lots shall be provided a storm drain lateral at the lowest practical location.
11. Storm water from adjacent properties and existing developments should be taken into consideration.
12. System Development Charges and Impact fees shall be assessed prior to permits
13. An approved monument sign for posting addresses shall be provided at all Flag lots, the monument sign, location and design a shall be noted on the Plat.
14. Impact fees and System Development charges shall be applicable



**FIRE DEPARTMENT****RANDY MILLER (360) 834-6191**

1. NFPA 13D Residential Fire Sprinklers required in all new dwellings.
2. Water supply line from the meter into the house shall be sized per the fire sprinkler contractors design calculations or a 2 inch lines shall be installed.
3. For any flag lot or access driveway that is not clearly visible from the main road an address monument shall be located at the point the access leaves the main road and shall be substantial and permanent in nature.
4. A fire department turnaround is required when the dead end exceeds 150 ft. Contact our office if there are terrain constraints that will require alternate methods.
5. Provide an obstructed emergency access plan such as towing signs on any private road or access.
6. For questions or to request inspections contact the Fire Marshal's Office via *Camas Connect* (see attached for details). Otherwise please call our inspection line at 360-891-6191 x1.