

ATTACHMENT I:  
PRE-APPLICATION  
CONFERENCE REPORT



305 NW Pacific Highway  
La Center, Washington 98629  
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**PRE-APPLICATION CONFERENCE**  
**Riverside Estates Phase III Apartment Complex (2019-016-PAC)**

Tuesday, May 14, 2019 – 1:00 PM

**PROJECT INFORMATION**

**Proposal:** The applicant proposes to obtain site plan approval to construct 7 buildings in two phases for a total of 144 apartments in clusters of 24 units. Amenities will include a clubhouse, pool, park, gym and basketball court. The site lies within a Medium Density Residential (MDR-16) zoning district.

**Location:** The site is located in La Center, WA at 34212 NW Pacific Highway, La Center, WA 98629. Also described as 34212 NW Pacific Highway, La Center, WA 98629. Tax ID 986050071 within the SW ¼ of the SE ¼ of Section 33 T 5 N. R.1E WM. Zoning = MDR-16.

**Applicant:** 9317 LLC, 9321 NE 72<sup>nd</sup> Ave, Vancouver, WA 98665. Contact: Sam Scheuble, 360.449.0099, [sam@timberlandframing.com](mailto:sam@timberlandframing.com)

**Applicant's Representative:** 9317 LLC; 9321 NE 72<sup>nd</sup> Ave, Vancouver, WA 98665. Contact: Luke Sasse, 360.907.0226 [luke@timberlandframing.com](mailto:luke@timberlandframing.com)

**Owner:** ECM Riverside LLC, 340 Oswego Pointe Drive, Suite 208, Lake Oswego, OR 97034. Contact: Jeff Bivens, 503.568.1907, [peter@ettthrocipital.com](mailto:peter@ettthrocipital.com)

**REVIEW**

**Development Standards**

Subsequent application(s) shall address the following development standards. Failure of the City to cite specific requirements of the La Center Municipal Code (LCMC) in this report does not relieve the applicant of the responsibility to meet all applicable criteria.

**Public Works and Engineering**

**Chapter 12.10 -- Public and Private Road Standards**

*City of La Center Engineering Standards for Construction* shall apply to all public road improvements unless modified by the director. LCMC 12.10.040.

**Comments**

*Grading*

A grading and erosion control permit is required as part of the site plan approval. As part of the grading plans finished floor elevations need to be shown for the lots in addition to grading quantities, the plan shall show retaining walls necessary to grade the lots.

The City Erosion Control Standards require that any activity disturbance over 500 SF must comply with the City standards. As part of these standards a construction stormwater permit is required from the Department of Ecology and an SWPPP will be necessary as part of the plan submittal to the City.

**Chapter 13.10 -- Sewer System Rules and Regulations**

Connection to public sewer is required. LCMC 13.10. All work is to be performed by a duly licensed contractor in the City of La Center. LCMC 13.10.230. Work will be performed using an open trench method unless otherwise approved. LCMC 13.10.200. All costs associated with installing the side sewer shall be borne by the applicant. LCMC 13.10.110.

There is one possible connection point available for phase 3 apartment complex, that is being built in phase 1 Riverside Estates Subdivision. This connection is east of the apartments in NW 15<sup>th</sup> Avenue.

There is also a future connection the end of the proposed hammerhead in phase 2 of Riverside Estates Development at the southwest corner of the apartment complex site. However this connection point has not been built yet and no plans have been submitted by the developer for this future gravity sewer. The city will need to approve the plans and inspect the construction of the Riverside sewer main before the apartment complex can make this connection.

#### **Chapter 18.10 Development Code General Provisions**

Per LCMC 18.210.030, a Geotechnical Report can be required if (a) The site contains substantial fill, or the applicant proposes to place substantial fill on the site; or (b) the site contains land identified by the U.S. Soil Conservation Service, Clark County or the state of Washington as having slopes in excess of 25 percent or as being subject to instability, unless the applicant will not develop or otherwise significantly affect such lands or shows that the site does not contain unstable soils or steep slopes. According to the USDA Soils Manual, soils on this site range from Gee Silt Loam to Odne Silt Loam. This type of soil is classified as very limit for road construction per USDA soils information. Based on this finding, a complete application will include a geotechnical study and report, prepared by a geotechnical engineer or geologist, licensed in the state of Washington. The report shall include at a minimum, testing to support the site building construction, grading, retaining wall design, as applicable and subsurface drainage.

Traffic Impact Analysis. A traffic report was completed as part of the Riverside Estates Development for the entire subdivision. The applicant has stated that a reduction of peak hour traffic will occur due to the apartment complex submitted by the applicant. A revised traffic report will need to be submitted justifying that the trips have been reduced and showing the impact the Pacific Highway due to Highland Terrace Subdivision and Riverside Estates per the HE conditions. The report shall also show the peak hour trips to the La Center Road and Timmen Road intersection for the proportionate share of intersection improvements per the HE condition.

The report shall include average daily traffic and peak hour traffic for intersections and streets as noted above. LCMC 18.215.050 (n).

#### **Chapter 18.320 (Stormwater and Erosion Control)**

Section 18.320.120 (1) LCMC states that ground-disturbing activities of more than 500 square feet are subject to the requirements of *City of La Center Erosion Control Guidelines*. Section 18.320.120 (2)(a) LCMC states that the creation of more than 2,000 square feet of impervious surface is subject to stormwater regulation.

The applicant proposes to create new impervious area consisting of drive aisles, parking spaces and six apartment buildings. The original TIR(stormwater report) submitted by PLS in October 2018, shows 2.19 acres of road/SW area, 1.84 acres of roof area and 0.74 acres of driveway for the units originally. The water quality vaults and the stormwater detention pond built for the entire development in Riverside Estates was sized for these noted areas. The proposed apartment complex submitted by the applicant appears to have less impervious area for the drive aisles, parking stalls and apartment buildings than the Riverside Estates TIR. The applicant will need to submit a letter or report from the engineer that verifies that the impervious area shown in the apartment complex application is less than the original TIR report impervious area.

**Potable Water**

Water system connections are regulated by Clark Public Utility (CPU) and a permit and plan approval will be required for City plan approval. Provide proof that the on-site well was properly abandoned.

**Street Lighting and/or Parking & Security Lighting**

Street light design and installation is reviewed and approved by CPU. Dark sky compliant street lighting is required per the City of La Center Engineering Standards. The city encourages onsite lighting to be dark sky compliant. A photometric plan will be required to ensure adequate lighting for the site.

**Chapter 15.10 (Fire Code):**

Please see the attached exhibit A, with the commercial pre-application notes provided by Clark County Fire & Rescue.

**Building Comments**

The Building Official did not participate in the pre-application conference. Typical comments the Building Official has provided in the past potentially applicable to this project include:

1. Identify the proposed setbacks for building.
2. Submit a geotechnical report analyzing the development design and for infill. The report should propose short-plat development conditions for the builders, by lot if required.
3. The plat notes should stipulate amount of impervious/saturation development allowed maximum impervious surface area is 85%.
4. Plat and site plan conditions for individual buildings should include provision of adequate foundation drainage, in particular on the high side of the building/lot.
5. If retaining walls are to be constructed there needs to be design details in the conditions for the builder(s). Any required walls shall be installed and approved before final occupancy approval. Other walls built shall be built to a standard detail.
6. Fencing should be uniform. Provide a fence detail.
7. No one development shall create hazards or conditions for any adjacent lot.
8. Stormwater collected from newly created impervious sources or surfaces (roof, slabs, flatworks, etc.) shall be terminated in an approved manner.
9. Provide a note and detail for a concrete truck washout area which builders and contractors shall be required to use and maintain until final build out.
10. Coordinate with Tim Dawdy, CCF&R regarding hydrant spacing and related fire flow and fire protections issues he might have.

**Land Use**

**Legal Lot Determination:**

An application for legal lot determination is NOT required because the city reviewed the legal lot status as part of subdivision review of Riverside Estates, project # 2017-005-SUB.

**Chapter 18.140 Medium Density Residential Development**

The applicant proposes to short plat the property into two lots. All developments within the MDR-16 zoning district shall comply with the density and dimensional requirements of Table 18.140.030.

Standard	Multifamily
<b>Net Density<sup>1</sup></b>	8 – 14
Minimum Project Area <sup>5</sup>	2.5 ac.
Minimum Lot Width	20 feet
Minimum Lot Depth	60 feet
Minimum Area	1,400 SF
Maximum Area	N/A
Maximum Lot Coverage	85%
Maximum Height <sup>6</sup>	45 feet
<b>Setbacks<sup>2</sup></b>	
Minimum Front Setback <sup>3</sup>	10 feet
Minimum Garage Setback from Public Street	5 feet
Minimum Garage Setback from Alley	3 feet
Minimum Side Setback	0 feet attached or 10 feet abutting single-family
Minimum Street Side Setback	0 feet
Minimum Rear Setback	20 feet

<sup>1</sup>In a phased project, each phase of the project shall meet the density requirements.

<sup>2</sup>Setbacks and building envelopes shall be identified for each lot on the face of the plat or binding site plan.

<sup>3</sup>Minimum front yard setback shall be 25 feet from arterial and collector streets.

<sup>4</sup>In a manufactured home subdivision the lot area and setback standards represent an average within the subdivision.

<sup>5</sup>The minimum project area requirements do not apply when legal lots in the RP zone develop multifamily housing.

<sup>6</sup>The maximum height of a dwelling is depicted in this table; the maximum height of a garage or accessory building is 20 feet.

As proposed, the project does not meet the standard for building clusters and height.

The city of La Center has two options a developer might use to modify the requirements of the applicable land use regulations: Variance (LCMC 18.260) and Development Agreement (18.60).

Variance (LCMC 18.260)

A request to vary from applicable land use development standards must be made at time of application for preliminary short plat and type II site plan review. The developer must identify each variance sought and must satisfactorily address the variance approval criteria in 18.260.040:

*The review authority shall approve or approve with conditions an application for a variance if he or she finds the applicant has sustained the burden of proving that:*

*(1) Unusual circumstances or conditions, such as size, shape, topography and location of an existing legal development on the site, apply to the property and/or the intended use such that the strict application of this title would deprive the owner of the subject property of rights and privileges enjoyed by owners of other properties in the vicinity in the same zone; and*

*(2) The granting of the variance will not be materially detrimental to the public welfare, or injurious to the property or improvements in the vicinity and zone in which the property is situated.*

Development Agreement (LCMC 18.60 Development Agreements)

The city council has

*“the authority allowed by RCW [36.70B.170](#) to [36.70B.210](#) to enter into development agreements with the owners and developers of real property and to specify in advance some or all of the terms and conditions under which development will occur, including zoning and types of uses, development standards, size and density, timing and phasing, the provision of and payment for urban services, needed infrastructure components, annexation and any other matter the city deems to be necessary or appropriate under the circumstances of a particular property or development proposal.”* LCMC 18.60.010

A development agreement must be reviewed in a public hearing. The City Council will conduct the hearing. Any permit issued after adoption of a development agreement must be fully consistent with the terms and conditions of the agreement.

The remaining portions of the land use discussion identify the applicable elements of Title 18 which an application must address.

(2) **Beveling.** The Hearing Examiner issued a condition requiring a 20' landscaping buffer along the west boundary of phase III.

(4) **Product Types.** The city desires to foster an opportunity for the creation of a variety of MDR-16 housing products so as to promote housing affordability, architectural variety and unique neighborhood character. An MDR-16 project, proposed after December 31, 2015, which consists of five gross acres or more, including abutting lands under common ownership, may not include more than 75 percent of one housing type, i.e., multifamily, single-family attached or single-family detached. *(This standard applies.)* The City anticipates, the developer will address this in the developments agreement.

Design Requirements. *(These standards apply.)*

- (1) (a) MDR-16 projects shall create a unifying design theme for each cluster of units or less (a housing complex). The design theme can be created by the use of stone, wooden lap siding, or other natural material.
- (b) MDR-16 projects shall avoid repetitive building massing and facade designs. Variety of scale and articulation is encouraged and can be accomplished by the use of design elements such as porches, balconies, bay windows, covered entries, and garages set back from the primary facade.

- (c) MDR-16 projects shall avoid monotonous rooflines and shall employ devices such as various elevations, gables, dormers, and chimneys, etc.
- (2) Active Open Space – Family Parks. *(These standards apply; the preliminary site plan application must identify and describe the required parks.)*
- (b) Threshold and Minimum Size. Each MDR-16 project of 35 dwelling units or more shall provide one or more family parks, developed to city standards at a ratio of one-quarter acre per 35 dwelling units (0.25 ac: 35 du).
- (3) Landscaping and Open Storage. *(These standards apply; the preliminary plat application must identify and describe the location, type and maintenance of all required landscaping.)*
- (a) Landscaping. On-site plantings, with individual character, are encouraged to provide multiple layers of plantings, including canopy trees, understory trees, shrubs and groundcover. Seasonal interest is encouraged to be enhanced through the use of blooming sequence, fragrance, fall color, and specimen plant materials. Introduction of other landscape architectural hardscape elements such as: use of natural stone, sculpture, water features, enhanced paving, accent lighting, site furnishings, recreational facilities, and the like are strongly encouraged. Preservation of environmentally constrained areas as natural areas and the restoration of buffer areas with native plant materials and recreational opportunities are priorities.
- (b) All landscape plantings shall be irrigated with an automatic, underground irrigation system designed with water conservation in mind. Use of techniques, such as separate water zones based on soil type, sun exposure, and plant water requirements is encouraged. All required plant materials shall meet or exceed specifications established by the American Association of Nurserymen for nursery stock.
- (c) At least 15 percent of the gross square footage of the project site must be landscaped.
- (d) All setback areas shall be landscaped and maintained with live vegetation.
- (e) Street trees, if required by the director of public works, shall be planted on all street frontages and within all median planting strips. In addition, street trees shall be placed a minimum of two feet from the curb as measured from the center of the tree to the planter side of the curb, unless otherwise specified by the city's public works director. Street trees shall be a minimum of two-inch caliper, fully branched, and staked at the time of planting. Minimum spacing shall be 30 feet on center of planter length. Trees selected for use as street trees shall be long-lived species possessing qualities suitable for an urban streetscape including branching characteristics, rooting characteristics, disease resistance, drought resistance and nonfruiting. Planter strips abutting a public street shall be planted with live vegetation and irrigated, unless if otherwise specified by the city's public works director.
- (f) Only under the following conditions may freestanding walls, fences and hedges be permitted along public or private streets or sidewalks:
- (i) The maximum height of any wall, fence, or hedge shall be six feet so long as the fence height does not interfere with safe line of sight as determined by the city engineer.
- (ii) Barbed wire, razor wire, electric and other dangerous fences are prohibited.
- (g) Open Storage. Open storage is prohibited. Trash and recycling containers located outside of a building shall be screened by a six-foot solid (100 percent opaque) fence or a combination of fence and vegetation.
- (4) Parking. *(These standards apply.)*
- Required parking shall be provided either on the same lot as the dwelling, or in shared parking areas located primarily to the rear of or beneath the units.
- (a) Parking is encouraged to locate behind the dwelling unit with access from an alley. When an alley is provided, pedestrian access from the alley to the dwelling shall be provided for each lot.

- (b) Each MDR-16 dwelling unit shall provide 1.75 off-street parking spaces per individual dwelling unit.

*(LCMC 18.270.070(1) requires two (2) parking spaces per MDR unit. As a rule of code construction where there are conflicting standards the more restrictive shall apply. LCMC 18.10.100. Therefore, the city will require two parking spaces per unit.)*

- (5) Garages.

*N/A, The applicant does not propose any garages.*

- (6) Pedestrian Access. *(These standards apply.)*

- (a) An on-site pedestrian circulation system that links public and private streets and the primary entrance(s) of all the structure(s) on the site shall be provided. Sidewalks or pedestrian ways must connect the required pedestrian system to existing pedestrian systems on adjoining developments if adequate safety and security can be maintained. Convenient delineated pedestrian access to transit stops shall be provided.
- (c) Where the pedestrian system crosses driveways, parking areas and loading areas, it must be clearly identifiable, through the use of elevation changes, speed bumps, a different paving material, or other similar method approved by the reviewing authority. Striping may be permitted only in conjunction with at least one of the preceding methods.
- (d) Lighting for parking lots and pedestrian ways shall be provided to ensure personal safety and it is encouraged to be shielded downward to prevent upward and off-site glare.
- (e) Lighting shall be integrated into the architectural character both in terms of illumination and fixtures. Lighting shall not produce glare or negatively impact off-site uses or traffic on adjacent streets. On-site lighting should utilize cutoff fixtures designed to orient light downward and contribute toward a dark sky.

- (7) Impact Fees. *(These standards apply.)*

All impact fees (park, traffic, sewer & school) will be assessed at the time of building permit application submittal and assessed at the multifamily rate when applicable.

**18.140.060 Requirements of multifamily attached housing – Apartments.**

In addition to the requirements of LCMC 18.140.040, a multifamily attached proposal shall meet the requirements of this section. Where a conflict exists between general and specific standards the director shall apply the more specific standard.

- (1) Multifamily attached housing shall not be permitted in clusters of greater than 10 dwelling units.

*This will need to be addressed in the developer's agreement.*

- (2) Outdoor Recreation Area Standards. Multifamily developments containing 12 or more residential dwelling units shall provide outdoor recreation areas as follows:

- (a) Private Residential Outdoor Areas.

- (i) Each ground-level residential dwelling unit shall have an outdoor private area (patio, terrace, porch, yard) containing at least 48 square feet and a width of at least four feet. A balcony used for an entrance or exit shall be considered an open space only if it is for the exclusive use of the dwelling unit in question and it contains at least 48 square feet and a width of at least four feet.
- (ii) Private outdoor areas for multifamily residential dwelling units shall be screened from view from other residential units, abutting land uses, and public or private streets to the extent practicable using the orientation and location of structures, windows, and private outdoor spaces, landscaping and screening, natural features such as topography and open space, and built features such as windowless walls.



- (b) Shared Recreation Areas for Multifamily Residential Uses.
- (i) The requirements of this subsection shall apply to multifamily attached projects with fewer than 35 dwelling units. Developments containing 35 or more units shall satisfy the family park requirements in LCMC 18.140.040(2).
  - (ii) Usable recreation space shall be provided in residential development for the shared or common use of all residents in the following amounts:
    - (A) Studio size up to and including two-bedroom units, 200 square feet per unit; and
    - (B) Three or more bedroom units, 300 square feet per unit.
  - (iii) The required recreation space may be all outdoor space or part outdoor space and part indoor space and all public or common space or part common space and part private; provided, all public and common outdoor recreation spaces shall be readily observable from residential units and/or public or private streets to allow for public safety surveillance.
  - (iv) The boundaries of public areas, such as streets or public gathering places, semipublic areas, such as transition areas between streets and dwelling units, and private outdoor areas shall be clearly defined so that a person can readily determine where the public space ends and the private space begins, such as by using one or more of the following:
    - (A) A deck, patio, low wall, fence or other suitable structures;
    - (B) Landscaping, such as a hedge or draping vine on a trellis or arbor;
    - (C) A change in the texture of the path material;
    - (D) Substantial natural features, such as a drainage way or tree grove. [Ord. 2015-05 § 2 (Exh. A), 2015; Ord. 2006-17 § 1, 2006.]

A technically complete application requires a detailed park and open space plan which responds to this section.

#### **Chapter 18.190 Urban Holding District**

The City may remove the Urban Holding 10 (UH-10) overlay concurrently with the approval of the Final Site Plan for development or as a separate Type II application and land use review not associated with subdivision approval. LCMC 18.190.060.

*No longer applicable at time of final plat approval.*

#### **18.215 Site Plan Review**

**Please provide 3 paper copies of all application materials along with an electronic version (FTP, CD or USB Drive). Please include a word version of your narrative and SEPA checklist.**

Type II Site Plan Review (§§18.215.050): A completed application form and the following materials will be required, if applicable, prior to a determination of technical completeness (*three paper copies and an electronic version of all materials, a CD containing all application materials, and the SEPA checklist and application narrative in WORD format, please*):

- (a) Written narrative description of uses, types of structures proposed, hours of operation, abutting properties, proposed access, frequency of deliveries and construction schedule including project phasing, if known;
- (b) Current list of names and addresses of all property owners within a 300-foot radius as shown upon the Clark County assessor's records. The list shall be no older than 90 days and shall be dated and certified as being a complete list of adjacent owners by the assessor's office, surveyor, or title company. This list shall also be provided on self-adhesive mailing labels;
- (c) Developer's GIS packet (can be obtained from the Clark County planning department);

- (d) 3 copies of an existing conditions plan drawn to a minimum scale of one inch equals 200 feet on a sheet no larger than 24 inches by 36 inches and including one reduced 11-inch by 17-inch copy. The existing conditions plan shall at a minimum indicate the following:
- (i) Vicinity map showing location of subject site within the city of La Center and the surrounding existing street system;
  - (ii) Property boundaries, dimensions and size of the subject site;
  - (iii) Graphic scale of the drawing and the direction of true north;
  - (iv) Zoning and uses of subject site and of properties within 100 feet of the subject site;
  - (v) Current structural or landscaped setbacks;
  - (vi) Location of on-site driveways and access points within 100 feet of the subject site;
  - (vii) Location of existing on-site structures and the approximate location of existing structures within 100 feet of the site;
  - (viii) Location of existing aboveground electrical, telephone or utility poles and traffic control poles;
  - (ix) Location of existing fire hydrants;
  - (x) Location of existing structures within 100 feet of the site;
  - (xi) Location, centerline and dimensions of existing public rights-of-way and easements on-site and within 100 feet of the site;
  - (xii) Location, centerline and dimensions of existing private streets on-site and within 100 feet of the site;
  - (xiii) Approximate on-site slopes and grades within 100 feet of the site;
  - (xiv) Approximate location of significant natural conditions such as rock outcroppings, floodplain, drainage patterns and courses, slopes in excess of 25 percent, unstable ground, high seasonal water table or impermeable soils, areas of severe erosion potential, areas of weak foundation soils, areas of significant wildlife habitat, areas of known or suspected historic, cultural or archaeological resources and the location of trees or clusters of trees having a diameter of six or more inches measured four feet above grade;
- (e) Three copies of a site plan drawn to a minimum scale of one-inch equals 200 feet on a sheet no larger than 24 inches by 36 inches and including one reduced 11-inch by 17-inch copy. The site plan shall at a minimum indicate the following.
- (f) Preliminary utilities plan indicating the proposed location, size, connection points to existing public systems, and terminus points for sanitary sewer, water and stormwater drainage and control. Stormwater information shall be provided in conformance with Chapter [18.320](#) LCMC and shall indicate compliance with all applicable standards of LCMC Titles [13](#) and [15](#). Public and private easements for sanitary sewer, water and stormwater shall also be indicated;
- (g) Preliminary grading and erosion control plan indicating proposed on-site excavation and fill activities, and within public rights-of-way, if applicable, including demonstration of conformance with city of La Center erosion control measures;
- (h) Landscape plan indicating the location of proposed vegetation, the common and botanical name of the proposed vegetation, the initial planting size (height or gallon) and the mature planting size, and proposed methods of irrigation, if any. Landscaping proposed in and around buildings, on the perimeter of the site and within proposed parking areas shall be indicated. In addition, street trees or other forms of landscaping within the public rights-of-way shall be indicated;
- (i) Architectural elevations, showing north, south, west and east elevations and specifying a measurable scale, structural dimensions and structural heights;
- (j) Lighting plan indicating the location, height and type of proposed exterior lighting fixtures (pole-mounted or wall-mounted);
- (k) Legal description for the parcel(s) in question;
- (l) Most recent conveyance document (deed) showing current ownership;

- (m) State Environmental Policy Act (SEPA) checklist, completely filled out in ink or type and signed, if applicable;
- (n) Traffic study, if applicable;
- (o) Sign plan(s) (if applicable);
- (p) Copy of pre-application conference report and any other items requested in the pre-application conference report, if completed. [Ord. 2006-17 § 1, 2006.]

Site Plan Review Process:

Issuance of preliminary site plan for this project approval is dependent upon the approval of a development agreement and final plat for Riverside Estates Subdivision.

All correspondence must be submitted to the La Center City Clerk. This project will be processed as a Type II land use review requiring notice to property owners within 300' of the project site. Within 14 days after the Clerk finds the application technically complete, the Clerk shall mail a Notice of Application to you and adjacent property owners. The comment period shall remain open for a minimum of 14 days. The City will issue a decision within 56 calendar days.

For an appeal regarding a decision subject to a Type II process, the city clerk shall schedule a public hearing to be held by the hearings examiner not more than 35 days from the date a complete appeal was timely filed. Notice and a staff report shall be provided, a public hearing shall be conducted, and a decision shall be made and noticed regarding the appeal as for application subject to a Type III process in LCMC [18.30.100](#).

Site plan approval criteria (LCMC 18.215.060): The applicant carries the burden of proof to demonstrate that the proposal complies with the following city regulations and standards:

- (1) In approving site plans, it shall be the responsibility of the planning director or his designee to review each plan for compliance with all provisions of this chapter and any other applicable regulations that may affect the final plan as submitted or revised.
- (2) In reviewing a site plan for approval, the director shall find that all of the following have been met:
  - (a) The proposed plan shall meet all applicable provisions of this title and other appropriate provisions of the La Center Municipal Code; the following are enumerated to indicate the various requirements under which a plan must be found consistent. Failure to meet any one of these, and other requirements not necessarily specified here, shall be grounds for denial of site plan approval.
  - (b) The proposed use is permitted within the district in which it is located.
  - (c) The proposal meets the lot, yard, building, height and other dimensional requirements of the district within which it is located.
  - (d) The proposal meets the screening, buffering and landscape strip requirements, as set forth in LCMC [18.245.060](#).
  - (e) Minimum parking and loading space requirements are met, as required by Chapter [18.280](#) LCMC.
  - (f) All applicable conditions and criteria contained in other titles of the La Center Municipal Code are met.

- Chapter 12.05 LCMC, Sidewalks;
- Chapter 12.10 LCMC, Public and Private Road Standards;
- Chapter 15.05 LCMC, Building Code and Specialty Codes;
- Chapter 15.35 LCMC, School Impact Fees;
- Chapter 18.245 LCMC, Supplemental Development Standards;
- Chapter 18.300 LCMC, Critical Areas;
- Chapter 18.310 LCMC, Environmental Policy;
- Chapter 18.320 LCMC, Stormwater and Erosion Control;
- Title 18, Development Code;
- The subdivision must make appropriate provision for parks, trails, potable water supplies and disposal of sanitary wastes; and

(g) Improvement requirements are provided in accordance with the applicable sections of the La Center development code.

(h) All conditions of any applicable previous approvals (i.e., CUP) have been met.

(i) Development subject to site plan review has provided underground public and private utility lines including but not limited to those for electricity and communication.

(j) Public water, sewer and stormwater lines have been installed in conformance with the standards of the city code. Public water, sewer and stormwater lines within or along the frontage of a development have been extended to the extreme property lines of that development unless it can be demonstrated to the city engineer that such extensions are impractical, infeasible or inappropriate.

(k) Proposed phasing plans do not exceed six years and all required public infrastructure is installed in the first phase of the development. [Ord. 2010-05 § 6, 2010; Ord. 2006-17 § 1, 2006.]

Short Subdivision General Issues:

1. To approve the preliminary plat, the city engineer must make an affirmative finding that “appropriate provision for potable water supplies and for the disposal of sanitary wastes”.
2. All existing wells and septic systems must be properly decommissioned prior to final plat.
3. The City may refuse bonds in lieu of improvements at the time of final platting if such bonding has not been previously discussed and documented.
4. The preliminary short plat shall expire five years from the date of the Final Order. RCW 17.58.140(3)(a).
5. Phasing is permitted. All phases must be identified on the preliminary plat.

**Chapter 18.245 Supplementary Development Standards**

The applicant did not include specific information regarding the fencing, hedging, solid waste, lighting, noise, and landscaping requirements regulated by Chapter 18.245. The subsequent application must address these specific issues.

**Chapter 18.260 Variances** (*Requirement for a maximum of multi-family attached units of 10 LCMC 18.140.060(1); maximum of 6 single family attached units, LCMC 18.150.050(3)*)

18.260.030 Application contents.

An applicant for a variance(s) shall submit the requisite fee and the information required by LCMC 18.30.050, except as otherwise provided therein. [Ord. 2006-17 § 1, 2006.]

18.260.040 Approval criteria.

The review authority shall approve or approve with conditions an application for a variance if he or she finds the applicant has sustained the burden of proving that:

- (1) Unusual circumstances or conditions, such as size, shape, topography and location of an existing legal development on the site, apply to the property and/or the intended use such that the strict application of this title would deprive the owner of the subject property of rights and privileges enjoyed by owners of other properties in the vicinity in the same zone; and
- (2) The granting of the variance will not be materially detrimental to the public welfare, or injurious to the property or improvements in the vicinity and zone in which the property is situated. [Ord. 2006-17 § 1, 2006.]

18.260.050 Expiration and extension.

A decision approving a variance expires and can be extended as provided in LCMC 18.30.140. [Ord. 2006-17 § 1, 2006.]

**Chapter 18.275 Sign Requirements**

If proposed, monument signs must comply with this chapter.

**Chapter 18.280 Off-Street Parking and Loading Requirements**

Each dwelling unit shall be provided with two off-street parking spaces per Table 18.280.010. This may be accommodated with a note on the plat requiring each lot to provide two off-street parking spaces. Parking spaces within garages, carports and driveways serve to meet this requirement.

**Chapter 18.300 Critical Areas**

Department Natural Resources FPARS web site indicates a class N seasonal stream that traverses the northeast corner of tax lot 986050071

**Chapter 18.310 (Environmental Policy)**

The project review application must include a SEPA checklist and appropriate processing fees. The City will review the SEPA checklist and application materials and will make a threshold determination. The City will run the SEPA comment and land use comment period concurrently and will not make a decision on the land use application until after the close of the SEPA comment period. An archeological inadvertent discovery plan is required.

**Application Fees**

An estimated fee schedule was provided during the meeting. Based upon the information provided to date, we estimate that the land use application fees will include: Type II Site Plan Review \$1,275 + \$85/1,000 SF SEPA (\$170 x 3); Variances (ranges from \$425-\$2,125/variance request); Short Plat \$850 + \$125/lot. The applicant is responsible for payment of fees related to development/engineering review costs as contained in La Center Resolution No. 13-372 (copy provided at pre-application conference).

The City requires an applicant pay actual costs of outside professional services including engineering, legal, and planning. Impact fees shall be assessed against each lot at time of building permit.

**May 14, 2019 – Attendees**

<b>Name</b>	<b>Address</b>	<b>Phone</b>	<b>Email</b>
Tony Cooper, P.E., City Engineer	305 NW Pacific Highway La Center, WA 98629	360.263.2889	<a href="mailto:acooper@ci.lacenter.wa.us">acooper@ci.lacenter.wa.us</a>
Naomi Hansen, Associate Planner	305 NW Pacific Highway La Center, WA 98629	360.263.7665	<a href="mailto:nhansen@ci.lacenter.wa.us">nhansen@ci.lacenter.wa.us</a>
Jeff Swanson, Consulting Community Development Director	305 NW Pacific Highway La Center, WA 98629		<a href="mailto:jswanson@ci.lacenter.wa.us">jswanson@ci.lacenter.wa.us</a>
Eric Eisemann, E <sup>2</sup> Land Use Planning	215 W 4 <sup>th</sup> St., #201 Vancouver, WA 98662	360.750.0038	<a href="mailto:e.eisemann@e2landuse.com">e.eisemann@e2landuse.com</a>
Jeffrey Bivens	Ethro Capital	360-635-8155	<a href="mailto:jeffrey@ethrocapital.com">jeffrey@ethrocapital.com</a>
Mike Jackson, Chief Clark County Fire & Rescue	CCF&R	360-887-4609	<a href="mailto:Mike.jackson@clarkfr.org">Mike.jackson@clarkfr.org</a>
Luke Sase	Timberland Framing	360-449-0049	<a href="mailto:luke@timberlandframing.cm">luke@timberlandframing.cm</a>
Sam Schewble	Timberland Framing	360-601-8470	<a href="mailto:sam@timberlandframing.com">sam@timberlandframing.com</a>
Toby McIntosh	2250 Hwy 935 Kulispell, MT 59901	406-755-3208	<a href="mailto:tmcintosh@jackola.com">tmcintosh@jackola.com</a>

# Commercial

## Pre-Application Notes:

### *La Center*



#### Fire Department Access:

- **Roadways to Access Structures:** The perimeter of all structures must be within 150' an approved access road with a minimum clear width of 20' (26' where a hydrant is located). IFC 503.1.1 / D102 / D103
- **Aerial Apparatus Access:** Buildings over 30' in height must also be provided with access for aerial apparatus (26' width) along one side of the structure. Aerial access roads must be located between 15' and 30' from the building. IFC 503.1.1 / D102
- **Dead end Streets:** Any dead-end required access road longer than 150' must be provided with an approved cul-de-sac or hammer-head turn-around in accordance the International Fire Code design criteria. (96' Diameter Cul-de-sac; 120' Hammerhead with 20' clear width and 28'R corners) IFC D103.4
- **Parking Restrictions:** Required roadways must have signage for parking restrictions as follows: Signs for no-parking must be provided on both sides of all streets that are less than 26' wide in accordance with local standards for future enforcement. Signs for no-parking must be provided on one side of all streets that are between 26' and 32' wide in accordance with local standards for future enforcement. IFC D103.6
- **Remote Access Points:** Commercial Developments over 30' in height or 124,000 square feet must be provided with two separate and remote fire apparatus access roads. Multiple Family Residential Developments with more than 100 dwelling units must be provided with two separate and remote fire apparatus access roads. (remote = min. ½ the overall diagonal of the land area being served) IFC D104/106
- **Fire Department Key Box:** Structures with monitored/automatic fire alarm systems must be provided with an approved Fire Department Key Box. IFC 506
- **Gates:** Where required access is restricted with a gate, an approved key box or switch must be provided to allow Fire Department Access. IFC 506
- **Access During Construction:** Required access roadways must be completed and unobstructed prior to combustible construction.

## **Fire Department Water Supply and Suppression Systems:**

\*Hydrant spacing is assessed based on structures that are non-sprinklered, type V-B Construction and no larger than 4,800 combined square feet. Additional hydrants may be required for streets providing access to structures greater than 4,800 SF. (IFC Table B105.1(2) / C102.1)

- **Fire Hydrants:** Hydrants must be provided on fire access roadways so that average spacing does not exceed 500' and the maximum distance from any point on the street frontage to a hydrant is no more than 250'. (400' and 200' for Dead end roads) Additional hydrants may be required for larger buildings. IFC C102
- **Water Supply During Construction:** Required hydrants must be serviceable and unobstructed prior to combustible construction.
- **Fire Department Connections (FDCs):** FDCs for fire suppression systems must be located within 150' of a fire hydrant.

Please feel free to contact me with any questions or concerns:

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