



Advanced Builders 4-Plex, 63620000
Site Plan Review
Type II
Technical Completeness Review
La Center City Hall
210 E 4th St

Site Address: None; Northeast corner of West E Avenue and West 4th Street

Parcel: 63620000

Legal Description: La Center Lots 3 & 4, Blk 25

Project Description:

The applicant is proposing a 4-plex, multifamily residential building on an approximately 0.23-acre site. The property is located at the northeast corner of West E Avenue and West 4th Street and the applicant proposes the residences would face west and access West E Street. Improvements would include curb, gutter, sidewalk, streetlights, and street trees. The project will extend utility services to the new units. The site has a comprehensive plan designation of urban residential (UR) and zoning of "Residential Professional" (RP). The site has incompatible comprehensive plan and zoning designations. The City is working to resolve this issue which appears to have resulted from a mapping error. The RP zone references to the Medium Density Residential (MDR-16) zone standards for the development of multifamily residences. The site topography is moderately sloping from northwest to the southeast and includes a mapped landslide hazard area.

Date: December 12, 2022

Applicant's Representative: Paul Williams
Engineering Northwest, PLLC
6168 Northeast Highway 99, Suite 100
Vancouver, WA 98665
360.931.3122, paulwilliamspe@gmail.com

The City's planning consultant (WSP USA Inc.) and engineering staff reviewed application materials for the proposed Type III Preliminary Plat Review and Type II Variance. We are writing to notify you that the application is deemed **incomplete** as documented below.

Planning Comments

The pre-application conference notes (2021-023-PAC) contain a list of required submittal items based on LCMC 18.30.050 and 18.215.50.

- *The information listed in LCMC 18.210.010(2), provided an environmental checklist is required for a technically complete application unless categorically exempt.*
 - Status: N/A. The application is categorically exempt from SEPA review.

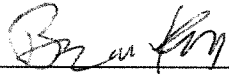
- *An application form with original signatures by the applicant and property owners. If there is more than one property owner, separate application forms and signatures are required.*
 - Status: **Incomplete.** The applicant provided an application form signed by the property owner however it was not signed by the applicant or the applicant's representative. Please provide updated application with all applicable signatures.
- *Proof of ownership document, such as copies of deeds and/or a policy of satisfactory commitment for title insurance.*
 - Status: **Incomplete.** The applicant provided a copy of a real estate excise tax affidavit and legal description. However, this does not match the current owner of the property, Brittany Cordova. Please provide updated proof of ownership documents for the current property owner.
- *A legal description of the site.*
 - Status: **Complete.** The legal description is contained on the application form.
- *Ten copies of an existing conditions plan drawn to 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 plans shall indicate all minimum requirements per LCMC 18.215.050.*
 - Status: **Complete.** An existing conditions plan with minimum requirements was provided. Ten copies are not be required instead one digital and one hard copy.
- *Five copies of a site plan drawn to scale 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 stie plan shall indicate all minimum requirements per LCMC 18.215.050.*
 - Status: **Incomplete.** A site plan with minimum requirements was provided. However, if the existing trees on site proposed for removal exceed the exemption thresholds of 18.350.070(a), a tree inventory, protection, and mitigation plan by an accredited arborist or landscape architect in accordance with LCMC 18.350.060 and 18.350.080 is required. Please provide these plans if applicable. Five copies are not required instead one digital and one hard copy.
- *Preliminary utilities plan indicated 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.*
 - Status: **Incomplete.** The applicant's preliminary plat and utility plan shows public water and sewer throughout the site. The applicant proposes to place grinder pumps for each unit in the four-plex and connect it to the existing sewer manhole at the south edge of West E. Street with a 2" diameter force main on private property. The city requires an inside drop connection in the manhole. A detail of this needs to be shown, as well as elevations of the existing manhole. This 2" force main will be a private system connecting to the manhole. The applicant has also provided a request for utility review for water availability from Clark Public Utilities (CPU), which indicates there is sufficient water capacity and connection for the project.
- *Preliminary grading, erosion control and drainage plans, which may be a single plan, consistent with applicable provisions of Chapter 18.320 LCMC.*

- **Status: Incomplete.** The provided preliminary erosion control and grading plan do not show proposed grading and erosion control. The plans do not show proposed grades or any other erosion control methods other than perforated pipe stub outs. The plan references the “Local Access” street improvements on West E street, but there is no cross section showing how the half street improvements will connect to the existing road. No street lights or street trees are shown on W. E Street, as is required for half street improvements. A lane taper or striping may be needed to direct traffic from the half street improvements to the existing pavement. No improvements are shown on 4th Street. The preapplication notes allow no improvements on 4th Street, because this is a dead-end street due to the roundabout. However, a road modification needs to be submitted requesting not to install these improvements. The applicant also provided a separate preliminary Technical Information Report (TIR), which discusses storm water and drainage. The conclusions section of the provided geotechnical report also discusses drainage, grading, and erosion control. The utility plan shows the connection to the existing catch basin in public right of way. No detail is shown of the manhole, elevations of the existing structures or proposed structures, or pipe slope. The preliminary technical information report shows that proposed pavement will be treated for water quality by a Perfilter or a Contech StormFilter. No details or elevations are shown on the plans for these cartridge filters.
- *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.*
 - **Status: Incomplete.** The provided plans do indicate the location and spacing of proposed vegetation within a required landscape buffer. However, the common and botanical names of the proposed vegetation, initial and mature planting sizes, and proposed methods of irrigation were not provided in the plans. Please update plans to include all missing requirements per LCMC 18.215.050 and 18.245.060.
- *Architectural elevations, showing north, south, west, and east elevations and specifying a measurable scale, structural dimensions, and structural heights.*
 - **Status: Complete.** The provided architectural elevations include all side of the buildings with a measurable scale (1/4-inch equals one-foot) and structural dimensions and heights.
- *Lighting plan indicating the location, height and type of proposed exterior lighting fixtures (pole-mounted or wall-mounted)*
 - **Status: Incomplete.** Architectural elevations indicate that there are exterior, wall-mounted lights to be installed at the front and rear doors of each unit. However, these plans do not indicate the height of the proposed lights. Please update and provide lighting plans pursuant LCMC 18.282 to indicate height of the wall-mounted lighting on the structures and include all other exterior lighting on the site, including streetlights as required for half-street improvements.
- *A copy of the pre-application conference summary*
 - **Status: Complete.**

- *A written description of how the applicant complies with each applicable approval criterion*
 - Status: **Incomplete**. The applicant provided a Project Narrative, however it did not discuss compliance with all selected standards. Please address site plan review criteria (LCMC 18.215.060), supplementary development standards (LCMC 18.245), off-street parking and loading (LCMC 18.280), and tree protection (LCMC 18.350).
- *Names and addresses of owners of land within a radius of 300 feet:*
 - Status: **Incomplete**. The applicant provided mailing labels for properties within 300 feet of the subject site, however, did not provide a map and certification of these labels. Please provide map and certification of labels.
- *A geotechnical study is required if the site will contain substantial fill or there are steep or unstable slopes on the site.*
 - Status: **Complete**. The applicant provided a geotechnical report addressing whether the site will contain substantial fill and if any steep and/or unstable slopes are present on site.
- *Evidence that potable water will be provided to each lot from a public water system, and that each lot will be connected to public sewer.*
 - Status: **Incomplete**. The applicant's preliminary plat and utility plan shows public water and sewer throughout the site. The applicant proposes to place grinder pumps for each unit in the duplex and connect it to the existing sewer manhole at the south edge of West E Street with a 2-inch diameter force main on private property. The city requires an inside drop connection in the manhole. A detail of this needs to be shown, as well as elevations of the existing manhole. This 2-inch force main will be a private system connecting to the manhole. The applicant has also provided a request for utility review for water availability from Clark Public Utilities (CPU), which indicates there is sufficient water capacity and connection for the project.
- *A phasing plan, if proposed.*
 - Status: **N/A**.
- *An archeological predetermination*
 - Status: **Incomplete**. The applicant has not provided an archaeological predetermination report, as required. Please provide an archaeological predetermination report pursuant LCMC 18.360.080 for technical completeness.
- *A Developer's GIS Packet (can be obtained from the Clark County planning department).*
 - Status: **Complete**. The applicant has provided a Developer's GIS Packet.
- *A traffic study.*
 - Status: **N/A**. A Transportation Impact Study is not required for this use.
- *A signed Agreement to Pay Outside Professional Review Expenses Related to Land Use Application. (Provided during the meeting.)*
 - Status: **Incomplete**. This agreement was provided by the Applicant, however it was not adequately filled and signed by the Applicant. Please complete this form and sign.
- *Sign plans, if applicable*
 - Status: **N/A**. The Applicant is not applying for signs at this time.

Public Works and Engineering Comments

Public Works and Engineering do not have any comments at this time.

Signed:  Date: 12/12/22
Bryan Kast, P.E, Public Works Director

Signed:  Date: 12/12/2022
Tony Cooper, P.E, City Engineer