



Advanced Builders 4-Plex, 63620000
Type II Site Plan Review
Technical Completeness Review

La Center City Hall
210 E 4th St
La Center, WA 98629

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 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: March 15, 2023

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: **Complete.** The applicant provided a copy of the warranty deed for proof of ownership.
- *A legal description of the site.*
 - Status: **Complete.** The legal description is contained on the application form and the warranty deed
- *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.
- *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 site plan shall indicate all minimum requirements per LCMC 18.215.050.*
 - Status: **Incomplete.** A site plan with minimum requirements was provided. As requested with the previous completeness letter, a tree protection plan was provided and indicates no trees are proposed for removal. However, the tree protection plan shall be provided by an accredited arborist or landscape architect and in accordance with 18.350.060 (see Attachment A). Additionally, a tree is indicated on the tree protection plan in the southwest corner of the site, without any details on identification, size, or proposals for protection or removal. Please provide the requested additional information for this tree and, if proposed for removal, please provide mitigation plans pursuant LCMC 18.350.050. Also, the landscape plan proposes three trees that may conflict with the existing trees on site, including the unaccounted tree as discussed. This suggests that these trees would be removed. Please revise the landscape plan accordingly and by an accredited landscape architect or arborist to ensure adequate spacing between the existing trees and the proposed trees to ensure maximum health and growth longevity of these trees.
- *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: **Complete.** 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. 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 streetlights are shown on W. E Street, as is required for half street improvements. Street trees are shown along W. E Street, however, two of these trees may conflict with the proposed driveways. Please revise accordingly or provide more detail on plans showing adequate conditions for maximum tree growth and longevity without compromising the driveways. 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 Perkfilter 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 indicate the location and spacing of proposed vegetation within a required landscape buffer and provide the common and botanical names of the proposed vegetation. However, 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. Additionally, the south street side setback of 3.9 feet compromises the required 5-foot landscape buffer. Please revise the landscape plans and preliminary plans to accommodate the required 5-foot landscape buffer. Trees and shrubs may be grouped within the buffer rather than evenly spaced. It appears there is adequate space between the north building elevation and side lot line to shift the building footprint north and accommodate the required 5-foot landscape buffer along the south side of the property. Lastly, the provided landscape plans were not provided by an accredited landscape architect or arborist. Please provide plans by a professional with such accreditation.
- *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: **Complete**. 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. 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: **Complete**. The applicant has provided an archaeological predetermination report, as required..
- *A Developer’s GIS Packet (can be obtained form 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: 3/15/23
Bryan Kast, P.E, Public Works Director

Signed:  Date: 3/15/23
Tony Cooper, P.E, City Engineer

Attachments:

- Attachment A: LCMC 18.350.060

Attachment A

18.350.050 Mitigation required.

With the exception of dead trees, hazard trees, and trees that are 10 inches or less in diameter removed from developed single-family lots, an applicant shall provide mitigation for any tree approved for removal. The mitigation requirement shall be satisfied as follows:

(1) Replanting On-Site. The applicant shall plant either a minimum two-inch caliper DBH deciduous tree or a six- to eight-foot-tall evergreen tree for each tree removed. Trees shall be planted according to the specifications in Chapter [18.340](#) LCMC.

(2) Replanting Off-Site. If in the city's determination there is insufficient available space on the subject property, the replanting required in subsection (1) of this section shall occur on other property in the applicant's ownership or control within the city, in an open space tract that is part of the same subdivision, or in a city-owned or dedicated open space or park. Such mitigation planting is subject to the approval of the authorized property owners. If planting on city-owned or dedicated property, the city may specify the species and size of the tree. Nothing in this section shall be construed as an obligation of the city to allow trees to be planted on city-owned or dedicated property.

(3) Payment in Lieu of Planting. If in the city's determination no feasible alternative exists to plant the required mitigation, the applicant shall pay into the tree fund an amount as established by resolution of the city council. [Ord. 2006-17 § 1, 2006.]

18.350.060 Tree protection plan required.

(1) A tree protection plan, approved by the city planner, shall be required prior to conducting any development activities including, but not limited to, clearing, grading, excavation, or demolition work on a property or site which requires Type II or Type III permit approval.

(2) In order to obtain approval of a tree protection plan, an applicant shall submit a plan to the city which clearly depicts all trees on the site. The tree protection plan shall be prepared by an arborist or accredited landscape architect and shall include an inventory of all trees on-site, their health or hazard condition, and recommendations for treatment for each tree. The plan must be drawn to scale and include the following:

- (a) Location, species, and diameter of each tree on-site and within 15 feet of the site;
- (b) Location of the dripline of each tree;
- (c) Location of existing and proposed roads, water, sanitary and storm sewer, irrigation, and other utility lines/facilities and easements;
- (d) Location of dry wells and soakage trenches;
- (e) Location of proposed and existing structures;
- (f) Grade change or cut and fill during and/or after construction;
- (g) Existing and proposed impervious surfaces;
- (h) Identification of a contact person and/or arborist who will be responsible for implementing and maintaining the approved tree protection plan; and
- (i) Location and type of tree protection measures to be installed per subsection (3) of this section.

(j) Where tree removal permits are requested, the applicant shall have the burden of proving that the application complies with the criteria for approval of the applicable class of permit. The applicant shall include:

(i) The number, size, species and location of the trees proposed to be cut on a site plan of the property;

(ii) The anticipated date of removal;

(iii) A statement of the reason for removal;

(iv) Information concerning any proposed landscaping or planting of any new trees to replace the trees to be removed;

(v) Any other information reasonably required by the city; and

(vi) Acknowledgement that misrepresentation of any fact necessary for the city's determination for granting a tree cutting permit shall invalidate the requested permit. The city may at any time, including after a removal has occurred, independently verify facts related to a tree removal request and, if found to be false or misleading, may invalidate the permit and process the removal as a violation. Such misrepresentation may relate to matters including, without limitation, tree size, location, health or hazard condition, and owner's authorized signature.

(3) Tree Protection Measures Required.

(a) Except as otherwise determined by the city planner, all required tree protection measures set forth in this section shall be instituted prior to any development activities, including, but not limited to, clearing, grading, excavation or demolition work, and shall be removed only after completion of all construction activity, including landscaping and irrigation installation.

(b) Chain link fencing, a minimum of six feet tall with steel posts placed no farther than 10 feet apart, shall be installed at the edge of the tree protection zone or dripline, whichever is greater, and at the boundary of any open space tracts or conservation easements that abut the parcel being developed.

(c) The fencing shall be flush with the initial undisturbed grade.

(d) Approved signs shall be attached to the chain link fencing stating that inside the fencing is a tree protection zone, not to be disturbed unless prior approval has been obtained from the city planner and arborist for the project.

(e) No construction activity shall occur within the tree protection zone, including, but not limited to, dumping or storage of materials such as building supplies, soil, waste items, or parked vehicles or equipment.

(f) The tree protection zone shall remain free of chemically injurious materials and liquids such as paints, thinners, cleaning solutions, petroleum products, and concrete or dry wall excess, construction debris, or runoff.

(g) No excavation, trenching, grading, root pruning or other activity shall occur within the tree protection zone unless directed by an arborist present on-site and approved by the director. [Ord. 2007-09 § 9, 2007; Ord. 2006-17 § 1, 2006.]