



**PRE-APPLICATION CONFERENCE NOTES
La Center High School GreenShed (File # 2022-006-PAC)**

PROJECT INFORMATION

Site Address	725 NE Highland Rd La Center, WA 98629
Parcel Numbers:	#10 SEC 2 T4N R1EWM 8.13A, parcel 62965252.
Applicant	Peter Rosenkranz La Center School District 725 NE Highland Rd La Center, WA 98629. Ph: 360-263-2131.
Applicant's Representative	Rebecca Morris La Center High School 725 NE Highland Rd La Center, WA 98629 Ph: 360-263-1700 x 5154.
Property Owner	City of La Center 305 NW Pacific Highway La Center, WA 98629 Ph: 360-263-7665
Proposal	The applicant proposes to construct a 12'x24' garden shed. The shed is to serve utilitarian storage purposes, as well as be an exterior site for teaching students in La Center schools, community members and visitors about environmental sustainability. Exhibits related to clean energy, watersheds, waste reduction, and low impact/sustainable land use will be presented at this site. The green shed is a student project to be constructed at the previously developed La Center garden site on the southern portion of the La Center High School campus.
Meeting Date	Tuesday, February 8, 2022 at 3:00 p.m.
Date of Issue	Wednesday, February 16, 2022

SUMMARY

The applicant proposes to construct a 12'x24' garden shed. The shed is to serve utilitarian storage purposes, as well as be an exterior site for teaching students in La Center schools, community members and visitors about environmental sustainability. Site alterations include removing 3-4 inches of sod to create a level foundation upon which compacted gravel will be used. A 12 x 24 ft shed will be placed on the foundation site.

The location of the proposed shed is at the La Center High School which is zoned as Urban Public District (UP). Utility sheds are not a specifically mentioned permitted use in municipal code but qualifies as similar uses to those uses permitted under LCM18.170.020 since the facility is used for school purposes.

According to Clark County Maps Online, the site likely contains critical areas (geologic hazards) in the form of Landslide hazards (Area of potential instability) and steep slopes (greater than 15%). The applicant will be required to submit a letter from a geotechnical engineer stating that the mapped hazards are not present on the site based on field conditions or, if one or more of the hazards are present, a geotechnical report in compliance with 18.300.090(4) is required and Type II critical areas permit review is required. If only seismic hazards are present, documentation of compliance with the 2018 International Building Code is required.

The proposed development will require review and approval of a Type I Site Plan Review application as required by LCMC 18.215.040 for construction of 4,000 square feet of floor area or less.

Although the project may require review under a Type II process, the City will review the application consistent with the Type I timeline within 21 days instead of the 56-day period normally required for a Type II application provided the applicant submits a complete application.

PRELIMINARY REVIEW

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. If the proposal changes from what was presented in the pre-application conference, it may trigger other review standards and processes than what is identified in this report.

Applicable Criteria: The application will be reviewed for compliance with the La Center Municipal Code (LCMC) 3.35 Impact Fees; Title 12, Streets, Sidewalks & Public Ways; Title 13, Public Utilities; Title 18, Development Code (LCMC 18.147 Parks and Open Spaces, LCMC 18.170 Urban Public District; LCMC 18.210 Subdivision Provisions; LCMC 18.245 Supplementary Development Standards;; 18.300 Critical Areas; 18.310 Environmental Policy; 18.320 Stormwater and Erosion Control;

Public Works Engineering Analysis

Comments

Grading

An Engineering scaled site plan will need to be submitted showing the site access, building, and stormwater features.

Since the building will not be over 500 SF, the City Erosion Control Standards will not apply. When the "Community Garden" was constructed, fill was placed to grade the level "Community Garden pads". Retaining walls were constructed to grade these level earth "pads". However, between 2-feet to 5-feet depth of earth fill was placed behind the wall to create a 25-foot wide pad. According Appendix J of the LCMC 15.05.020 a grading permit is required if a fill less than 1-foot (305 mm) in depth and placed on natural terrain with a slope flatter than 1 unit vertical in 5 units horizontal (20% slope), or less than 3-feet (914 mm) in depth, not intended to support structures that does not exceed 50 cubic yards (38.3 m³) on any one lot and does not obstruct a drainage course.

Since the fill is to be used to support a structure, a grading permit will not be required. However, since the grading was completed as part of the original garden construction, the applicant will need to verify that the fill was compacted to support a structure.

This is also substantiated as part of the 2018 IBC 18.003.5.8 where foundations will bear on compacted fill of more than 12-inches in depth, a Geotechnical Investigation shall be conducted.

Chapter 12.10 -- Public and Private Road Standards

Since no development will be done, there are no public improvement requirements per LCMC 12.10.040.

Chapter 13.10 -- Sewer System Rules and Regulations

Since a structure is proposed that will result in no added impact, no sewer improvements are necessary.

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 added impervious area of the Green shed building is not over 500 square feet. **The applicant has indicated that rain barrels will be used to drain the downspouts, and the overflow pipe will connect to a rain garden for water quality treatment before connecting the outfall or overflow pipe to the paver parking lot in public right of way. Although the stormwater conveyance system, and rain garden are not required per the LCMC, the connection to the paver parking lot will need to be shown. For connection by curb drain from the site storm piping, a right of way permit is required. The city detail for connection to a curb drain is attached.**

Please show how the storm piping will be connected to the curb drain from the rain garden on the site plan.

Land Use Analysis

LCMC 18.30 Procedures

The project will be reviewed as a Type I permit. If a critical areas permit is required, it will be a Type II review.

LCMC 18.30.080 and 18.30.090 Type I and Type II Procedures (Site Plan Review and Critical Areas Permit)

Site plan reviews are classified in two ways. This project is classified as the first and simplest level of review called Building Permit review (18.215.040 1.a) and will be processed as a Type I review. If a critical areas permit is required, that will be reviewed concurrently under a Type II process.

- A pre-application review meeting
- A 14-day application completeness review during which staff will review the application to make sure all necessary information is provided to review the application.
- A 21-day application review period (for Type I applications) or a 56-day review (for Type II applications) during which staff will review the application against all applicable code standards. The review period does not include times during which staff requests additional information or updated application materials when the review clock would be stopped.
 - If a Type I review is required, the no public notice is required. If a Type II review is required, then staff would notice all property owners within 150 feet of the proposal.
 - Prior to the end of the review period, staff would issue a draft staff report as a courtesy to the applicant to provide an opportunity to review the report and conditions of approval.
 - The City would issue a notice of decision on permit either approving, approving with conditions, or denying the permit.
 - If the applicant provides a complete submittal, staff will review the application in conformance with the Type I review timelines of 21 days following completeness.

LCMC 18.30.050 Review for Technically complete status

Upon receipt of the Type I Site plan review, staff will conduct a completeness review.

LCMC 18.30.050 provides a list of general submittal requirements applicable to all applications. **Bold** items are required for this application.

Submittal requirements

- ***A completed and signed application form that features the name, mailing address, and telephone number of the owner(s), engineer, surveyor, planner, and/or attorney and the person with whom official contact should be made regarding the application***
- ***If critical areas impacts are proposed, A SEPA environmental checklist (see further discussion under LCMC 18.310) below.***
- ***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.***
- ***A preliminary plan at a scale of no more than one inch equals 200 feet, with north arrow, date, graphic scale, existing and proposed lots, tracts, easements, rights-of-way and structures on the site, and existing lots, tracts, easements, rights-of-way and structures abutting the site; provided, information about off-site structures and other features may be approximate if such information is not in the public record. The applicant shall provide one copy of the plan reduced to fit on an eight-and-one-half-inch by 11-inch page. Principal features of the plan shall be dimensioned.***
- *A preliminary grading and erosion control plan containing the items in 18.215.050.*
- ***Proposed easements or dedications to the city or other agency, if applicable***
- ***Proof of ownership document such as deed***
- ***A legal description of the site which can be obtained from Clark County Maps Online***
- ***A copy of the pre-application summary***
- *A written description of how the application does or can comply with each applicable approval criterion and basic facts and other substantial evidence supportive of the description*
- ***For a Type II application, the names and addresses of owners of land within a 150-foot radius of the site for a type II review (can be obtained from Clark County for \$10). A statement to the assessor's office certifying the list is complete within 30 days of completion.***
- *Applications necessarily associated with the proposal such as applications for exceptions, adjustments, or variances.*
- *A wetlands delineation and assessment as required by LCMC 18.300. (not required as long as development and operations remain entirely within the previously cleared gravel area).*
- *A delineation of the stream and riparian area and critical areas report for the onsite riparian area (not required as long as development and operations remain entirely within the previously cleared gravel area).*
- ***A Geotechnical report, if there are seismic and/or landslide hazards on the site and they will be impacted. If a geotechnical engineer provides a letter that no such areas are located on site and/or that mapped hazard areas will not be impacted, a complete geotechnical information report is not required.***
- ***Information about proposed utilities, including water and sanitary waste and hydrant locations.***

Submittal requirements (Critical Areas Permit)

The project is not exempt from critical areas review. A geotechnical report discussed under 18.300 below and listed above under submittal items is required if it is determined critical areas are present.

LCMC Chapter 18.170 (Urban Public District UP)

The urban public (UP) district includes public parks, playgrounds, open spaces, natural resource preservation or enhancement and similar uses. The La Center High School is a nonconforming use and therefore this proposal is considered an expansion of a nonconforming use. The project will be reviewed as a Type I site plan review and noticed under as a Type II application.

LCMC 18.300 Critical Areas

Clark County MapsOnline indicates the proposed improvements are within the vicinity of landslide hazards and steep slopes. These critical areas are regulated under LCMC 18.300. A geologist or geotechnical engineer should visit the site to determine whether or not these areas are present. If present, a geotechnical engineering report must be filed, and a Type II critical areas permit must be approved for impacts to these areas or buffers in compliance with LCMC 18.300.090(4).

LCMC 18.310 Environmental Policy

The application is exempt from SEPA per LCMC 18.310.090(3) and WAC 197-11-800 (1.c.iv) as the improvements are considered a storage building of 4,000 square feet or less provided that no critical areas impacts are proposed. If critical areas are present onsite, LCMC 18.310.235 indicates that a SEPA determination is required for minor new construction. If critical areas are determined to be present on the site, please submit a SEPA checklist along with all other submittal items.

LCMC 18.360 Archaeological Resource Protection

The proposed activity is considered low impact as the site will only require the removal of sod to approximately 3-4 inches below grade. The site has previously been disturbed to a depth of greater than 8 inches during the construction of the retaining walls. A predetermination and survey are not 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 1 Site Plan Review (\$425+\$84/1000sf)
- Critical Area review(if required) (\$340):
- SEPA (if required)(\$510)

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. (La Center Resolution No. 13-372). A copy of the agreement is attached to the City’s Master Application form.

Please note that the city is due to update its land use fees. Timeline for that is uncertain, but the fees listed above could change.

February 8, 2022 – Attendees

Name	Organization Name	Email Address	Phone Number
Ethan Spoo	City of La Center	ethan.spoo@wsp.com	360-263-7665
Tony Cooper	City of La Center	acooper@ci.lacenter.wa.us	360-263-7665
Jessica Nash	City of La Center	jnash@ci.lacenter.wa.us	360-263-7664
Josh Taylor	Clark County Fire Rescue	josh.taylor@clarkfr.org	503-409-9453

Carol Patton	La Center High School	carol.patton@lacenterschools.org	360-263-1700
Jim Neiman	La Center High School	jim.neiman@lacenterschools.org	360-263-1700
Rebecca Morris	La Center High School	rebecca.morris@lacenterschools.org	360-263-1700 x5154
Peter Rosenkranz	La Center High School	peter.rosenkranz@lacenterschools.org	360-263-1700
Bella Parke	La Center High School	Student	Student
Sabrina Joner	La Center High School	Student	Student