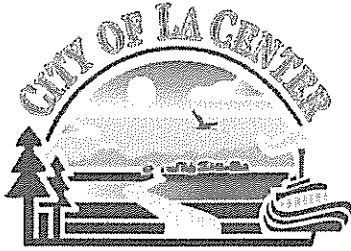


# Master Land Use Application



City of La Center, Planning Services

210 E 4th Street

La Center, WA 98629

[www.ci.lacenter.wa.us](http://www.ci.lacenter.wa.us)

Ph. 360.263.7665 Fax: 360.263.7666

[www.ci.lacenter.wa.us](http://www.ci.lacenter.wa.us)

## Property Information

Site Address 34700 NE North Fork Ave / 617 NW 348th St / 208 NE 348th St / No address / 115 NE 348th St

Legal Description See under Development Proposal due to limited space.

Assessor's Serial Number 25890100 / 258919000 / 258922000 / 25871000 / 258972000

Lot Size (square feet) 187,308 / 871,636 / 291.852 / 218,671 / 261,360 sq ft.

Zoning/Comprehensive Plan Designation Low Density Residential (LDR-7.5)

Existing Use of Site Prime Developable Ground

## Contact Information


### APPLICANT:

Contact Name Jarret Helmes

Company New Tradition Homes

Phone (360) 448-4718 Email jarret.helmes@newtraditionhomes.com

Complete Address 11815 NE 113th St Suite 110 Vancouver, WA 98662

Signature   
(Original Signature Required)

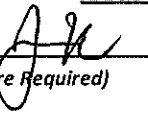
### APPLICANT'S REPRESENTATIVE:

Contact Name Jarret Helmes

Company New Tradition Homes

Phone (360) 448-4718 Email jarret.helmes@newtraditionhomes.com

Complete Address 11815 NE 113th St Suite 110 Vancouver, WA 98662

Signature   
(Original Signature Required)

### PROPERTY OWNER:

Contact Name Jarret Helmes

Company Hillside Development LLC

Phone (360) 448-4718 Email jarret.helmes@newtraditionhomes.com

Complete Address 11815 NE 113th St Suite 110 Vancouver, WA 98662

Signature   
(Original Signature Required)

**Development Proposal**

Project Name

Type(s) of Application Stephens Hillside Farms. New single family residence (SFR) construction.

Previous Project Name and File Number(s), if known N/A

Pre-Application Conference Date and File Number Pre-application conference waived due to in person meeting between City of La Center and New Tradition Homes on October 25, 2022.

Description of Proposal Legal Descriptions continued:

Parcel # 258901000 - #27 SEC 34 T5N R1EWM 4.30A

Parcel # 258919000 - #56 SEC 34 T5N R1EWM 20.01A

Parcel # 258922000 - #59 SEC 34 T5N R1EWM 6.70A

Parcel # 258971000 - #109 SEC 34 T5N R1EWM 5.02A

Parcel # 258972000 - #110 SEC 34 T5N R1EWM 6A M/L

Description of Proposal:

Requesting Type II Variance to reduce the minimum front setback requirement from 20 feet to 10 feet for Stephens Hillside Farm development plots as outlined on the attached unofficial plat map. See attached narrative for specifics.

**Office Use Only**

File # \_\_\_\_\_

Fees: \$ \_\_\_\_\_

Received By \_\_\_\_\_

Date Paid: \_\_\_\_\_

Date Received: \_\_\_\_\_

Receipt # \_\_\_\_\_

- Procedure:  Type I  
 Type II  
 Type III  
 Type IV

Notes \_\_\_\_\_



**AGREEMENT TO PAY PROFESSIONAL, PROJECT REVIEW, INSPECTION AND RELATED EXPENSES**

THIS AGREEMENT is entered into by and between the City of La Center, a Washington municipal corporation, and Applicant **New Tradition Homes** concerning the following project:

Project Address: 34700 NE North Fork Ave / 617 NW 348th St / 208 NE 348th St / No address / 115 NE 348th St

Parcel #: 258901000, 258919000, 258922000, 258971000, 258972000

Project/Permit Review: Type II Variance request for minimum setback requirement reduction for New SFR construction at Stephens Hillside Farms.

Applicant recognizes that the City is obligated by state law and the La Center Municipal Code to provide a complete review of land use and development applications, including all technical support documents, to determine compliance with all applicable approval standards. The City is also authorized to recover from applicants the actual cost of performing land use and technical plan and project reviews including, but not limited to, engineering, project inspections, planning, and legal peer review. The costs of internal and outsourced review will be charged on an actual time and materials basis, plus administrative fees, as approved by City Council Resolution No. 13.372. To recover actual costs, the City will invoice the Applicant monthly for the costs of all internal and all outsourced review for this project. Payment is due by the Applicant within 30 days.

Applicant hereby agrees to pay the City's actual (time and materials) pertaining to reviews associated with the above named for land use review, engineering review, plan review, peer review, inspection and associated fees associated with or for the above-mentioned project. The Applicant further agrees to any delay in the issuance of a final decision on the Project until the Applicant has paid or kept current all of the City's review costs as provided and billed. Unpaid balances shall bear interest at the rate of ten percent (10%) interest per annum.

Any dispute that arises over the interpretation or application of this Agreement shall be resolved by the Clark County Superior or District Courts. The prevailing party shall be entitled to recover attorneys' fees and costs.

**IT IS SO AGREED:**

**APPLICANT**

**CITY OF LA CENTER**

BY: JARRET HELMES *JH*

BY: \_\_\_\_\_

TITLE: DESIGN MANAGER

TITLE: \_\_\_\_\_

DATE: 2/6/23

DATE: \_\_\_\_\_



## Community Development Department

### Invoice

City of La Center  
360-263-7665  
210 E 4<sup>th</sup> St  
La Center, WA 98629

November 22, 2022

Applicant Name	New Tradition Homes
File Number	n/a
Project Name	Stephens Hillside Farm
Parcel Number	258919000, 258972000, 258922000, 258971000, 258901000
Address	115, 208, 617 NW 348 <sup>th</sup> St & 34700 NE North Fork Ave

Item	Amount
Variance Type II	\$180.00
Pre-Application Conference Waiver	\$110.00
<b>Total Amount Due</b>	<b>\$290.00</b>

## Jarret Helmes

---

**From:** Jessica Nash <jnash@ci.lacenter.wa.us>  
**Sent:** Tuesday, November 22, 2022 9:23 AM  
**To:** Dakota Karlsen  
**Cc:** Jarret Helmes  
**Subject:** RE: Variance Request Forms  
**Attachments:** Master Land Use App - Fillable.pdf; Pre-Application Waiver Application - fillable.pdf; New Tradition Invoice.pdf

**Categories:** New Communities/Plans

Hello Dakota,

Thank you for asking. City staff are waiving the pre-application for the variance. In addition to the variance submittal please submit the attached pre-application waiver form. For the variance please submit the following items. The land use application has recently been updated, minimally, and it is attached. Invoice attached as well.

✍ Master Land Use Application and reimbursement agreement

- Application fees \$290

✍ Deeds and legal descriptions

✍ Variance narrative responding to the approval criteria:

- (1) Unusual circumstances or conditions, such as size, shape or topography of a site, or the location of an existing legal development apply to the property and/or the intended use that do not generally apply to other properties in the vicinity or zone. An unusual circumstance could also include another obligation under a different municipal code section or a state or federal requirement;
- (2) The unusual circumstance cannot be a result of actions taken by the applicant;
- (3) The variance request is necessary for the preservation of a substantial property right of the applicant which is possessed by the owners of other properties in the vicinity or zone;
- (4) The variance request is the least necessary to relieve the unusual circumstances or conditions identified in subsection (1) of this section;
- (5) Any impacts resulting from the variance are mitigated to the extent practical; and
- (6) 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.

- Plot plan for lots effected
- Certified map and mailing labels for properties within 150 feet of the development for noticing purposes.

Thank you,

**Jessica Nash** | Permit Technician  
Community Development Department  
360-263-7664  
210 E 4<sup>th</sup> St | *We Moved*  
La Center, WA 98629

**From:** Dakota Karlsen <dakota.karlsen@newtraditionhomes.com>  
**Sent:** Monday, November 21, 2022 1:57 PM  
**To:** Jessica Nash <jnash@ci.lacenter.wa.us>  
**Cc:** Jarret Helmes <jarret.helmes@newtraditionhomes.com>  
**Subject:** [External] Variance Request Forms

Hello again Jessica,

Would the attached form happen to be the mentioned form used for this purpose that we would use for submitting our Type II variance request? Or do we need a separate form? And just to be sure we have all our ducks in a row, what we should be providing with our request is the application form, a separate paper with contact information as noted, the preliminary plan as described below, and a separate narrative paper? Also, do you know how much the requisite fee will be?

### **LCMC Variance Code 18.260**

#### **18.260.010 Pre-application review.**

(1) An application for one or more variances subject to Type I review is not subject to pre-application review, unless filed concurrent with an application that is subject to pre-application review.

(2) An application for one or more variances subject to Type II review is subject to pre-application review under LCMC 18.30.090.

(3) An applicant for pre-application review for a variance shall submit the requisite fee and four copies of the following information unless otherwise provided by the city clerk/treasurer:

- (a) A completed form provided by the city clerk/treasurer for that purpose;
- (b) 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;

(c) A preliminary plan at a scale of no more than one inch equals 200 feet, with north arrow, date, graphic scale and information relevant to the variance, such as existing and proposed lots, tracts, easements, rights-of-way, development, access, parking, maneuvering and structures on the site; existing and proposed natural features on the site, including vegetation, topography and grades; existing and proposed utilities (water, sewer, drainage, fire hydrants); 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;

(d) A written summary of the proposed variance(s) and of facts and evidence based on which the variance(s) can be approved. [Ord. 2006-17 § 1, 2006.

Thanks,

Dakota Karlsen | Permit Specialist  
11815 NE 113th Street Suite 110  
Vancouver, WA 98662  
| p. 360.448-4736  
[newtraditionhomes.com](http://newtraditionhomes.com)

## Stephens Hillside Farms (Type II) Variance Request Narrative per LCMC Chapter 18.260

The developer Hillside Development, LLC and the home builder New Tradition Homes are requesting variance approval to reduce the front setbacks on the lots located in the Preliminarily Approved Stephens Hillside Farms Subdivision (Type II Post Decision Review (2021-039-PDR/VAR/TRE) April 27, 2022).

Site development construction work is currently ongoing and Hillside Development, LLC is getting ready to start the final plat review approval process.

The requested variance is to reduce the minimum front setback as indicated in LCMC Table 18.130- Lot Coverage and Dimension (See below).

It is requested that the minimum front setback to the porches and living area walls at the house be reduced from a minimum of 20 feet to be a minimum of 10 feet. The minimum garage wall setback is not requested to change from the currently identified 20-foot minimum front setback dimension.

**Table 18.130.080 – Lot Coverage and Dimensions**

District	Minimum Lot Width (feet)	Minimum Lot Depth (feet)	Minimum Front Yard Setback (feet) <sup>1,2</sup>	Minimum Side Yard Setback (feet) <sup>2</sup>	Minimum Street Side Yard Setback (feet) <sup>2</sup>	Minimum Rear Yard (feet) <sup>2,3</sup>
LDR-7.5	60	90	20	7.5	10	20

### Section 18.260.010 Pre-application review

The Pre-Application meeting is waived because of the earlier discussions and meeting held at the city on October 25, 2022.

### Section 18.260.020 Review process

This variance request is for over the 10 percent numerical value and is understood to be a Type II process.

### Section 18.260.030 Application content

Refer to the Table of Contents for a summary of all submitted information. The following is a summary narrative for the requested variance approval.



## Section 18.260.040 Approval criteria

*(1) Unusual circumstances or conditions, such as size, shape or topography of a site, or the location of an existing legal development apply to the property and/or the intended use that do not generally apply to other properties in the vicinity or zone. An unusual circumstance could also include another obligation under a different municipal code section or a state or federal requirement;*

The property has existing major topography slopes across the site and best practices required a design approach to terrace the streets and lots to provide steps or benches down the topography slopes. This approach provided that the majority of streets are relatively level with steeper sloping side streets. For all the best design practices to terrace the streets and lots, the sloping rear yards provide a significant challenge to allow for appropriately sized houses, with front porches and covered patio covers. The variance request to allow for minimum 10-foot setbacks to the front porches will provide flexibility to accommodate the sloping topography of this property. The minimum 20-foot setback to all garage walls will be maintained to comply with the current minimum front setback requirement.

*(2) The unusual circumstance cannot be a result of actions taken by the applicant;*

The unusual circumstances were not the result of actions taken by the applicant(s).

*(3) The variance request is necessary for the preservation of a substantial property right of the applicant which is possessed by the owners of other properties in the vicinity or zone;*

The requested variance will allow flexibility of house designs similar to other communities in the city and around the County.

*(4) The variance request is the least necessary to relieve the unusual circumstances or conditions identified in subsection (1) of this section;*

The request is the least amount necessary to relieve the existing site conditions on the property.

*(5) Any impacts resulting from the variance are mitigated to the extent practical; and*

By allowing the approval of reducing the minimum front setback to be 10 feet to the front porches will provide a number of benefits to mitigate the requested setback reduction as follows. Also, refer to example front elevation renderings of some proposed house designs.

- Allowing front porches and other architectural elements to be located in front of garage doors will provide for increased architectural design variety
- Allow for a diversity of house designs, including desired single level living units
- Enhance the streetscapes by reducing the prevalence of garage doors along the streets

*(6) 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.*

The requested variance will not be materially detrimental to the public welfare or injurious to the property or other improvements in the vicinity and zone near the property.

**END OF NARRATIVE**

## Jarret Helmes

---

**From:** Jarret Helmes  
**Sent:** Wednesday, February 1, 2023 4:52 PM  
**To:** Jessica Nash  
**Subject:** FW: [External] Variance Request Forms  
**Attachments:** Stephens Hillside Farm Variance Request Plot.pdf

Jessica, with regard to the discussion below on the plat for the Stephens Hillside variance request, I was wondering whether the entire plat is needed? The reason I ask is that it would need to be on paper larger than 11x17, so I just wanted to confirm that is what the City would want.

I've prepared a small section of the neighborhood (attached) that fits on 11x17 paper and communicates the essence of what we're requesting. As noted on the attachment, our intent isn't to "master plan" every home on every lot, but to create an agreement with the City to have latitude on front setbacks. As you can see, it will depend upon each unique plan & lot combination whether we'd ask for a variance, because in no case would we ever be requesting that the garage setback be reduced.

Please let me know if you need clarification on our intent, and then let me know the City's preferences for the plot map requirement.

Thank you!

Jarret Helmes  
Design Manager  
**New Tradition Homes**  
360.448.4718  
[www.newtraditionhomes.com](http://www.newtraditionhomes.com)

---

**From:** Jessica Nash <[jnash@ci.lacenter.wa.us](mailto:jnash@ci.lacenter.wa.us)>  
**Sent:** Tuesday, December 6, 2022 2:52 PM  
**To:** Dakota Karlsen <[dakota.karlsen@newtraditionhomes.com](mailto:dakota.karlsen@newtraditionhomes.com)>  
**Cc:** Jarret Helmes <[jarret.helmes@newtraditionhomes.com](mailto:jarret.helmes@newtraditionhomes.com)>  
**Subject:** RE: [External] Variance Request Forms

Hello Dakota,

Thank you for reaching out. We do not need plot plans for all the individual lots. We would request, like you had shown at our in-person meeting, a plat of the subdivision visualizing the maximum setbacks being requested for each of the lots in the variance. This plat in addition to the spreadsheet that was presented at the in-person meeting as well would be sufficient for the plot plan requirement.

We had also spoken about elevations showing higher architectural standards, but that may be a part of the developers agreement in conjunction with the variance.

Thanks,

**Jessica Nash** | Permit Technician  
Community Development Department

360-263-7664  
210 E 4<sup>th</sup> St | *We Moved*  
La Center, WA 98629

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**From:** Dakota Karlsen <[dakota.karlsen@newtraditionhomes.com](mailto:dakota.karlsen@newtraditionhomes.com)>  
**Sent:** Tuesday, December 6, 2022 1:38 PM  
**To:** Jessica Nash <[jnash@ci.lacenter.wa.us](mailto:jnash@ci.lacenter.wa.us)>  
**Cc:** Jarret Helmes <[jarret.helmes@newtraditionhomes.com](mailto:jarret.helmes@newtraditionhomes.com)>  
**Subject:** RE: [External] Variance Request Forms

Hello Jessica,

We are hoping to submit the type II variance for the setback requirement next week. I will be out for the rest of this week, but in the meantime, Jarret is getting our items in order for the submittal. As far as the plot plan requirement goes, will we need to submit a plot plan for each lot effected, or would some mock-ups and/or grouping based off the unofficial plat suffice, as this is essentially a blanket variance? The reason we ask is that most of the homes will be pre-sold homes with customer selecting their floorplan, so we wouldn't be able to accurately portray plot plans in the submittal as they are at this point still undecided. Thank you for patience and continued assistance with our request and we are looking forward to getting started!

Thanks,

Dakota Karlsen | Permit Specialist  
11815 NE 113th Street Suite 110  
Vancouver, WA 98662  
| p. 360.448-4736  
[newtraditionhomes.com](http://newtraditionhomes.com)

---

**From:** Jessica Nash <[jnash@ci.lacenter.wa.us](mailto:jnash@ci.lacenter.wa.us)>  
**Sent:** Tuesday, November 22, 2022 9:23 AM  
**To:** Dakota Karlsen <[dakota.karlsen@newtraditionhomes.com](mailto:dakota.karlsen@newtraditionhomes.com)>  
**Cc:** Jarret Helmes <[jarret.helmes@newtraditionhomes.com](mailto:jarret.helmes@newtraditionhomes.com)>  
**Subject:** RE: Variance Request Forms

Hello Dakota,

Thank you for asking. City staff are waiving the pre-application for the variance. In addition to the variance submittal please submit the attached pre-application waiver form. For the variance please submit the following items. The land use application has recently been updated, minimally, and it is attached. Invoice attached as well.

- Master Land Use Application and reimbursement agreement
- Application fees
- Deeds and legal descriptions
- Variance narrative responding to the approval criteria:

- (1) Unusual circumstances or conditions, such as size, shape or topography of a site, or the location of an existing legal development apply to the property and/or the intended use that do not generally apply to other properties in the vicinity or zone. An unusual circumstance could also include another obligation under a different municipal code section or a state or federal requirement;
  - (2) The unusual circumstance cannot be a result of actions taken by the applicant;
  - (3) The variance request is necessary for the preservation of a substantial property right of the applicant which is possessed by the owners of other properties in the vicinity or zone;
  - (4) The variance request is the least necessary to relieve the unusual circumstances or conditions identified in subsection (1) of this section;
  - (5) Any impacts resulting from the variance are mitigated to the extent practical; and
  - (6) 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.
- Plot plan for lots effected
  - Certified map and mailing labels for properties within 150 feet of the development for noticing purposes.

Thank you,

**Jessica Nash** | Permit Technician  
Community Development Department  
360-263-7664  
**210 E 4<sup>th</sup> St | *We Moved***  
**La Center, WA 98629**

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**From:** Dakota Karlsen <[dakota.karlsen@newtraditionhomes.com](mailto:dakota.karlsen@newtraditionhomes.com)>  
**Sent:** Monday, November 21, 2022 1:57 PM  
**To:** Jessica Nash <[jnash@ci.lacenter.wa.us](mailto:jnash@ci.lacenter.wa.us)>  
**Cc:** Jarret Helmes <[jarret.helmes@newtraditionhomes.com](mailto:jarret.helmes@newtraditionhomes.com)>  
**Subject:** [External] Variance Request Forms

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## **LCMC Variance Code 18.260**

### **18.260.010 Pre-application review.**

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(2) An application for one or more variances subject to Type II review is subject to pre-application review under LCMC [18.30.090](#).

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(a) A completed form provided by the city clerk/treasurer for that purpose;

(b) 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;

(c) A preliminary plan at a scale of no more than one inch equals 200 feet, with north arrow, date, graphic scale and information relevant to the variance, such as existing and proposed lots, tracts, easements, rights-of-way, development, access, parking, maneuvering and structures on the site; existing and proposed natural features on the site, including vegetation, topography and grades; existing and proposed utilities (water, sewer, drainage, fire hydrants); 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;

(d) A written summary of the proposed variance(s) and of facts and evidence based on which the variance(s) can be approved. [Ord. 2006-17 § 1, 2006.

Thanks,

**Dakota Karlsen | Permit Specialist**

11815 NE 113th Street Suite 110

Vancouver, WA 98662

| p. 360.448-4736

[newtraditionhomes.com](http://newtraditionhomes.com)