



Technical Completeness Review

Type I Final Plat

Public Works Department
305 NW Pacific Highway
La Center, WA 98629

Subject Stephens Hillside Farm Technical Completeness Review

Project Description: Plat Review (**File No. 2023-007-FPL**)

Applicant: Naaman Hannu

New Tradition Homes

1815 Northeast 113th Street #100

Vancouver, WA 98662

The City's consulting planner (WSP Inc.) and the City Engineer completed their first review of the Highland Terrace Phase II final plat submittal. Final plats are subject to the approval criteria of LCMC 18.2140.070 and must comply with the decision approving the preliminary plat and must fulfill all conditions of approval. The City reviewed the final plat documents submitted by Chicago Title for compliance with the final plat application contents per LCMC 18.210.060 and conditions of approval of the preliminary plat (File No. 2018-016-SUB) and Post Decision Reviews (PDRs) (File No. 2021-039-PDR/VAR/TRE and 2022-030-PDR). The final plat submittal is **not complete** as described in this letter.

Please also see the Plan Review Conditions & Corrections Letter provided with this Technical Completeness Review. These items will have to be provided, addressed, and approved prior to final plat approval.

Additionally, a variance and DA application were submitted by the applicant. The variance and DA will have to progress to a point where staff feel confident, they will not affect the final plat approval. The variance and DA will amend the conditions of approval from the preliminary plat and post decision reviews. As part of the DA, the developer was to provide more open space as a community benefit to offset impacts created by increasing the maximum lot area coverage. Lots 32 – 41 were significantly reduced in size up to 2,700 square feet from the Type II PDR approved plat (File No. 2021-039-PDR/VAR/TRE) to accommodate this additional open space provision in Tracts E and F. Lots 1, 81, and 82 also have changed significantly in size from the plat approved with PDR (unrelated to the DA).

Planning Comments

The following comments are organized according to LCMC 18.210.060 for items that are required to be submitted by the applicant for final plat approval.

- (1) *A form provided by the city containing the following information:*
 - (a) *Subdivision name;*
 - (b) *Name, mailing address, and telephone number of owner and/or developer, and surveyor of the plat;*
 - (c) *Date;*

- (d) Acreage;
- (e) Number of lots;
- (f) Zoning designation.

Findings: Incomplete. A master application was submitted by the applicant. However, signatures were not provided on the application, including the owner's signature. Please update the application with original signatures as required.

(2) *Two mylars and four paper copies of the final plat map shall be provided, and shall include the following:*

- (a) *Subdivision name;*
- (b) *Legend;*
- (c) *Location, including one-quarter section, section, township, range, and, as applicable, donation land claim and/or subdivision;*
- (d) *Boundary survey;*
- (e) *Lot, block, and street right-of-way and centerline dimensions;*
- (f) *Street names;*
- (g) *Scale, including graphic scale, north arrow, and basis of bearings;*
- (h) *Identification of areas to be dedicated;*
- (i) *Surveyor's certificate, stamp, date, and signature;*
- (j) *Signature blocks for the following:*
 - (i) *Public works director;*
 - (ii) *City engineer;*
 - (iii) *Mayor;*
 - (iv) *City clerk or director;*
 - (v) *County auditor;*
 - (vi) *County assessor.*

Findings: Complete. Mylars and paper copies are to be provided after required changes are made on the final plat and immediately prior to the applicant receiving final plat approval. The final plat map includes nearly all required provisions. However, the surveyor shall stamp, date, and sign the surveyor's certificate along with any revisions to the final plat to receive final approval.

(3) *Special setbacks (if any).*

Findings: Complete. The applicant is requesting variance approval for reduced front setbacks under separate application. All lots will comply with the 20-foot front garage setback requirement; however, some lots will have a front living area setback less than 20 feet. For now, the applicant should update the face of the final plat to reflect the special setbacks requested under the variance application as provided in the corresponding Plan Review Conditions and Corrections letter.

(4) *Public and private easements (if any) and the purpose of each.*

Findings: Complete. Note 8 on the face of the plat indicates that a 20-foot pedestrian access trail is to be dedicated to the City. Note 11 states that Tract A, where the trail and the stormwater facility is located, is dedicated to the City with the plat. Note 12 states the trail is to be maintained by the HOA with a storm sewer easement granted to the City for ingress, egress, and inspection with the plat. Consider eliminating Note 8 and revise Note 11, as requested with the Plan Review Conditions and Corrections letter, that a public access easement is to be granted with the plat for all of Tract A for public access trail access and to the City for stormwater maintenance.

Notes 21 and 22 indicate that Tracts E and F are common areas to be owned and maintained by the HOA. These are open spaces that are being provided as part of the DA and as a greater community benefit. Please revise these plat notes to include the granting of public access easement to these Tracts.

Note 5 shall be modified to state that “Public Right of Way shall be dedicated to the City of La Center for a future road. This right of way limits will be determined later for future dedication.

(5) Tracts (if any) and the purpose of each.

(6) Walkways (if any).

Findings: Incomplete. The applicant is proposing Tracts A – F on the final plat. Tract A is a stormwater facility and trail easement that is to be dedicated to the City. Tract B is an open space tract to be owned by the Stephen’s Hillside HOA and to remain in its natural state. Tract C is a 1.06-acre community park to be owned and maintained by the HOA with a public access easement across the entire park. Tract D is Public Right of Way and shall be dedicated to the City of La Center for a future road. This right of way limits will be determined later for future dedication. This is for a future westerly connection of West 19th Street to Northwest Bolen Street. Tracts E and F are common areas to be owned and maintained by the HOA but will provide a public access easement. However, Tract A (stormwater facility) and Tract C (Stephens Park) were not accurately captured with the provided Critical Areas Mitigation Plan at the time of preliminary approval. The necessary updates to the original critical areas report to accommodate the actual impacts from Tract A and C to the mapped wetlands and riparian buffers on site shall be completed and provided prior to final plat approval. This is as conditioned by the preliminary plat (File No. 2018-016-SUB) and further discussed in the corresponding Plan Review Conditions and Corrections letter.

(7) Legal description of the boundary which has been certified by the land surveyor shall be provided, with seal and signature as being an accurate description of the lands actually surveyed.

Findings: Complete. A surveyor sealed and signed legal description of the subdivision’s boundary has been provided and meets this requirement.

(8) A plat certificate shall be provided, including dedications, if any.

(9) A certificate shall be provided.

Findings: Incomplete. The applicant did not provide a plat certificate. Please provide the required plat certificate for review and final plat approval. City dedication of the streets (Plat notes 16 and 17), stormwater facilities maintenance and dedication (Plat note 12), trail easements (Plat notes 8, 11, and 12), and sanitary sewer and storm sewer easement (Plat notes 7 and 9) were provided. Please eliminate note 8 and revise note 11 as discussed above in 18.210.060(4) regarding dedications for the trail and stormwater facility.

(10) Restrictions and covenants shall be provided if proposed to fulfill conditions of approval or applicable provisions of law.

Findings: Incomplete. The subdivision’s CC&Rs have not been provided. Please provide the CC&Rs for review and final plat approval. The CC&Rs shall include the requirements as listed in the planning condition of approval 12a.iv. (File No. 2018-016-SUB) for the park, trail, and other amenities. Also,

LCMC 18.300.090(5)(q)(vi) requires that plats shall include the boundary of the wetland and stream buffers and a reference to the separately recorded conservation covenants in conformance with 18.300.090(5)(q)(v). Please revise the final plat to include the wetland buffers and provide the recorded conservation covenant as required. A plat note shall be provided to reference this recorded conservation covenant.

Public Works and Engineering Comments

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

Signed: Bryan Kast Date: 3/20/23
Bryan Kast, P.E, Public Works Director

Signed: Tony Cooper Date: 3/29/23
Tony Cooper, P.E, City Engineer
