

CITY OF WHITE SALMON PLANNING COMMISSION MINUTES

February 28, 2007

Roll Call: Present were Chairman James Kacena, Commissioners Willey, Spaeth, Smith and Poucher. Associate Planner Dixie Walker. Matt Melby, Subdivision Applicant and his partner Scott Hohensee, and audience members, Dorothy and Kevin Herman, Ray Klebba, Susan Svensen, Shelley Baxter, Don Hardy, Frank Hunsaker, Tim Wilson and several other unidentified citizens.

Election of Chairman & Vice-Chairman of Planning Commission: Chairman Kacena offered his services as Chairman for 2007. Comm. Willey made a motion to nominate Comm. Smith as Chairman; seconded by Comm. Poucher; motion carried. Motion by Comm. Spaeth to nominate Comm. Kacena as Vice-Chair; seconded by Comm. Willey – Comm. Kacena recused himself. Motion by Comm. Poucher to nominate Comm. Willey as Vice Chair; seconded by Comm. Spaeth – motion carried.

The determination of qualifications of members of the Planning Commission to assure a fair and impartial hearing was recited. Ex-parte contact, conflict of interest or bias. Comm. Kacena recused himself from sitting on the Public Hearing as he has a Deed of Trust on the property. There was not anyone in the audience wishing to object to the participation of any of the sitting members.

Public Hearing opened at 5:40 PM.

READING OF THE STAFF REPORT: The Matt Melby Subdivision WS-SUB-2007-001 is a project to divide an existing 0.50 +/- (21,780 square feet) parcel of real property owned by the Applicant into five (5) separate and distinct lots. The smallest lot size proposed is 3,000 s.f. and the largest lot size proposed is 5,202 square feet. The Applicant proposes to demolish the existing wood frame residential dwelling and construct common wall Town House Units upon each of the proposed lots of:

Lot 1 = 3,000 SF

Lot 2 – 3,000 SF

Lot 4 – 3,300 SF

Lot 5 – 3,300 SF

Lot3 – 5,202 is intended for siting a new single family residential dwelling.

FINDINGS OF FACT:

F -1: The Proposed subdivision required an environmental review as per RCW 43.31.C- State Environmental Policy Act. The Applicant submitted an Environmental Check List for the Project.

- F – 2: The local S.E.P.A Responsible Official rendered a Mitigated Determination of Non-Significance (MDNS) as regards WS-EC-2007-02 for Project No. WS-SUB-2007-001, as conditioned.
- F – 3: Each of the 5 lots of the proposed Subdivision are of sufficient size to meet the requirements of minimum lot area for common-wall townhouse buildings, and to provide for front, side, and rear yard set-backs as per WSMC 17.28.040 – Density Provisions, for the R-2 District.
- F – 4: Access: Lots 1, 2 and 3 of the proposed subdivision will be accessed directly off NW Spring Street. Lots 4 & 5 will share a common driveway access easement off NW Spring Street, meeting design provisions of WSMC 17.28.010 (c) (3). All driveways shall have WSDOT class “A” ACP paved surfaces. As per WSMC 17.28.010 (C) (9), where access is provided directly from a street, each townhouse building shall be required to share only one curb cut.
- F- 5. Off Street Parking: The Applicant shall comply with the provisions of WSMC 17.28.050 – Off Street Parking, providing for two (2) off-street parking spacers with dimensions of 10 feet wide and 20 feet long for each dwelling unit to be constructed in the R-2 District.
- F – 6. As per WSMC 16.36.020, all subdivisions shall utilize city sewer and water. The developer must pay all costs of extending city water and/or wastewater collection lines and design such extensions in accordance with city requirements.
- F - 7. Water Utility Service: Five ¾ inch metered water service settings exist at the NW corner of the parcel, one for each of the five lots of the proposed subdivision. No water mainline extension is required.
- F – 8. Wastewater Utility Service: The Applicant/Owner shall be responsible to extend a 6-inch PVC-3034 wastewater mainline off the existing 8-inch wastewater collector mainline located on either N. Patton Lane or NW Cherry Street to service the five lots of the subdivision. A 4-inch PVC-3034 wastewater utility service line shall be constructed off the new 6-inch wastewater collector mainline extension to each of the residential dwelling units. The wastewater collection infrastructure shall be designed by a qualified Washington licensed professional engineer. Three (3) sets of preliminary drawings shall be submitted to the Director of Public Works for review and approval. No building permit shall be issued for any of the lots of the subdivision until the Applicant has received an approved wastewater utility permit from the City. All utility services shall be placed underground as provisioned in WSMC 17.28.060 – Utility Requirements.

- F – 9. All fire hydrants required by the local Fire Chief (WSMC 16.36.030) shall be of Mueller Brand and equipped with Storz quick couplers.
- F – 10. Electrical, natural gas, telephone and TV cable utility services are available to serve the proposed subdivision.
- F – 11. As per Title 8 of the WSMC – Refuse Collection, City refuse collection services are mandated and available to the lots of the proposed subdivision. Point of collection shall be at curbside off NW Spring Street.
- F – 12. As per WSMC 17.68.090, no sight-obscuring structures or plantings exceeding thirty inches (30”) in height shall be located within a twenty-foot radius of the lot corner nearest the intersection of two public or county roads, or from the intersection of a private driveway or road easement and a public or county road.
- F – 13. The Applicant/Owner shall be responsible to provide for a stormwater analysis to be performed by a qualified Washington licensed professional engineer. The stormwater analysis shall consider, at a minimum, a 25-year storm event of 15 minutes duration, and shall provide the engineering design for stormwater, collection, retention, and release infrastructure for the build-out conditions of each lot of the subdivision. The stormwater drainage plan and erosion control plan shall be approved by the Director of Public Works prior to the issue of a building permit for any of the lots of the subdivision,
- F – 14. The provisions of WSMC Chapter 17.28 R-2 Two-Family Residential District shall apply to all development proposed for the Project site.
- F – 15. Staff is not aware of any natural or man-caused environmental hazards existing on the subject parcel of the proposed subdivision.
- F – 16. The Applicant(s) have provided evidence of property ownership via an Insurance Guarantee of Title.
- F – 17. The Melby Preliminary Subdivision Application WS-SUB-2007-001 generally meets the provisions of Title 16 – Subdivisions, and of Chapter 17.28 Two-Family Residential District of the WSMC, and of the White Salmon Comprehensive Plan and does not contravene the intent of state and local subdivision regulations as may be conditionally approved consistent with the foregoing findings.

STAFF RECOMMENDATION:

The Melby Subdivision WS-SUB-2007-001, as submitted, appears to be in general agreement with the requirements of Title 16 – Subdivisions, of Chapter 17.28 R-2

Two-Family Residential District of the White Salmon Municipal Code, and of the provisions and direction of the White Salmon Comprehensive Plan.

Staff recommends Planning Commission approval of the Melby Subdivision.

Should the Planning Commission elect to approve this Preliminary Application, staff would recommend your consideration and approval of the following **Conditions**:

CONDITIONS:

- C – 1: The Applicant/Owner shall be responsible to meet all provisions, conditions, and requirements of the **Mitigated Determination of Non-Significance** as rendered on January 18, 2007 by the local S.E.P.A Responsible Official with regards to **Environmental Check List No. WS-EC-2007-001** for the Melby Subdivision WS-SUB-2007-001.

- C – 2. The Applicant/Owner shall be responsible to establish all necessary utility and access easements, survey, legal descriptions, and for the recording by appropriate legal instrument of such easements with the Klickitat County Auditor prior to commencing construction of same. All such easements shall be clearly depicted on the face of the **MYLAR** for recording final approval of the Subdivision.

- C – 3. The Applicant/Owner shall be responsible for the construction of any/all fire hydrants necessary to serve the Melby Subdivision as may be determined by the White Salmon Fire Chief, and at the specific location(s) designated by him. All fire hydrants shall be of Mueller brand and shall be equipped with Storz Quick Couplers. Three (3) sets of AS-BUILT record drawings for fire hydrant construction and connection to the City water system shall be submitted to the Director of Public Works for final approval. The Applicant's engineer shall provide written confirmation that all such infrastructure has been constructed as per design specifications of the City.

- C – 4. All utilities infrastructure shall be placed underground as per WSMC 17.28.060.

The Applicant/Owner shall be responsible to construct the new 6-inch PVC-3034 Wastewater Collector Mainline extension, designated manholes and cleanouts as designed by the project engineer and approved by the Director of Public Works for the Subdivision. Wastewater service laterals shall be stubbed out to each of the five lots of the Subdivision and provided cleanouts as per approved design specifications. **In no case shall a common trench for the placement of domestic water service and wastewater utilities infrastructure or service laterals be allowed.** All wastewater service laterals shall be constructed/extended to each of the five lots of the Subdivision within 6-months of the date of approval of the Wastewater Service Application for this Project, unless an additional 6-months extension

is applied for and approved. Project design and construction shall meet the requirements and standards of the City of White Salmon and of the Washington State Dept. of Health as may apply. The Applicant/Owner shall be responsible to provide (3) sets of "AS-BUILT" record drawings to the Director of Public Works for all constructed wastewater utility infrastructure, and a signed statement from the project engineer confirming that the project was constructed as per approved engineering design.

- C - 5. No building permits for any of the five lots of the Subdivision shall be issued until all water and wastewater utility infrastructure and street access systems have been constructed and approved by the project engineer and the Public Works Director, and shall be so noted on the final plat.

- C - 6. The Applicant/Owner shall be responsible to provide for a Subdivision Stormwater Analysis & Soils Erosion Control Plan as per the provisions of Condition No. 1 of the Mitigated Determination of Non-Significance for the Melby Subdivision. Said Plan shall be submitted and approved by the Director of Public Works prior to the commencement of Project construction. The stormwater analysis shall consider, at a minimum, a 25 year storm event of 15 minutes duration and shall provide for the collection, retention, and time release disbursement of stormwater generated from the build-out of the subdivision.

- C -7. The Applicant/Owner shall be responsible to prepare and submit to the Planning Department a complete Erosion Control/Soils Stabilization Plan that considers soils disturbance during the Project construction period and that provides for soil stabilization for exposed soils for a twelve (12) month period following construction of utility systems and access streets of the Subdivision. Said Plan shall be submitted by the Applicant/Owner and approved by the Public Works Director prior to commencing construction activities.