



Pre-Application Conference FINAL Report

Project Name:	Hidden Glen
Case Number:	PAC2019-00030
Location:	3011 NE 78 th St, Vancouver, WA 98665 Northwest Quarter of Section 12 Township 2 North Range 1 East of the Willamette Meridian
Parcel Number(s):	986034150, 97835050, 97835040, 97835032, 97835030
Site Size:	6.94 acres
Request:	A request to amend the Comprehensive Plan and Zoning Maps from Commercial (Community Commercial) to Office Residential (OR-22).
Applicant:	Waverly Homes Attn: Bob Rondeau 3205 NE 78 th St, Ste 10, Vancouver, WA 98665 Rs.rondeau@gmail.com 360-904-1611
Contact Person:	Samuel Moss SGA Engineering 2005 Broadway St, Vancouver, WA 98663 smoss@sgaengineering.com 360-993-0911
Property Owner:	Hidden Glen LLC 3205 NE 78 th St, Ste 10, Vancouver, WA 98665 Rs.rondeau@gmail.com 360-904-1611

DATE OF CONFERENCE: November 26, 2019

STAFF CONTACT: Sharon Lumbantobing, Clark County Annual Review Coordinator
(564) 397-4909 Sharon.Lumbantobing@clark.wa.gov

PRESENT AT CONFERENCE:

Name	Contact Information
Sharon Lumbantobing	Clark County Community Planning (see above)
Gary Albrecht	Clark County Community Planning, (564) 397- 4318
Samuel Moss	SGA Engineering, smoss@sgaengineering.com
Bob Rondeau	Rs.rondeau@gmail.com

Disclaimer: The following is a brief summary of issues and requirements that were identified at the pre-application conference based on the information provided by the applicant. This summary may contain supplemental information which was not discussed in the conference and is intended to aid the applicant in preparing a complete Annual Review application and/or to provide the applicant with additional information regarding the subject site. Staff responses and information contained in this pre-application report are preliminary in nature, and do not constitute an approval or denial. The determinations contained in this report were based upon information submitted by the applicant, and may be subject to change upon further examination or in light of new or revised information contained in the formal application.

APPLICATIONS REQUIRED

The requested Comprehensive Plan map and concurrent zone map amendments require an Annual Review/Zone Change Application to be completed. The application will be processed through the Type IV Review process. A SEPA checklist is required to be completed as a part of the Annual Review application.

Estimated fees:*

Combined Annual Review/Rezone.....	\$8,113.00
Issuance Fee.....	\$94.00
Environmental Checklist Review (SEPA).....	\$1,987.00
Issuance Fee.....	\$53.00

***Fees cited are estimated and based upon the fee schedule in effect at the time of pre-application conference and are subject to change.**

APPLICABLE POLICIES, CODES and CRITERIA

The following list is not exhaustive of all county, state or federal regulations that may govern development of the site, but is inclusive of those addressed by the county in this comprehensive plan/zone amendment review process.

- WAC 365-196-300
- Clark County 20 Year Comprehensive Growth Management Plan Policies
 - Chapter 1 – Land Use Element
 - Chapter 2 – Housing
 - Chapter 9 – Economic Development
- Clark County Unified Development Code
 - Title 40:
 - Section 40.220 (Urban Residential Districts)
 - Section 40.500.010 (Procedures)
 - Section 40.560.010 (Plan Amendment Procedures)
 - Section 40.570 (SEPA)

Clark County Criteria for Map Changes (found within the text of this report)

- Section 40.560.010G (Criteria for all Map Changes)
- Section 40.560.020 (Changes to Districts, Amendments, and Alterations)
- Section 40.560.020G (Approval Criteria)

Comprehensive Plan Designation Map Change Criteria

Comprehensive plan designation changes may only be approved if **all** the following criteria are met (40.560.010G):

1. *The proponent shall demonstrate that the proposed amendment is consistent with the Growth Management Act and requirements, the Countywide Planning Policies, the Community Framework Plan, the Comprehensive Growth Management Plan, applicable city comprehensive Plans, and including applicable capital facilities plans and official population growth forecasts; and*
2. *The proponent shall demonstrate that the designation is in conformance with the appropriate location criteria identified in the plan; and*
3. *The map amendment or site is suitable for the proposed designation and there is a lack of appropriately designated alternative sites within the vicinity; and*
4. *The plan map amendment either: (a) responds to a substantial change in conditions applicable to the area within which the subject property lies; (b) better implements applicable Comprehensive Plan policies than the current map designation; or (c) corrects an obvious mapping error; and*
5. *Where applicable, the proponent shall demonstrate that the full range of urban public facilities and services can be adequately provided in an efficient and timely manner to serve the proposed designation. Such services may include water, sewage, storm drainage, transportation, fire protection and schools. Adequacy of services applies only to the specific change site.*

Zone Change Criteria

The concurrent zone change may only be approved if **all** the following criteria are met (40.560.020G):

1. *Requested zone change is consistent with the comprehensive plan map designation.*
2. *The requested zone change is consistent with the plan policies and location criteria and the purpose statement of the zoning district.*
3. *The zone change either:*
 - a. *Responds to a substantial change in conditions applicable to the area within which the subject property lies;*
 - b. *Better implements applicable comprehensive plan policies than the current map designation; or*
 - c. *Corrects an obvious mapping error.*
4. *There are adequate public facilities and services to serve the requested zone change.*

SUBMITTED MATERIALS REVIEWED

The following materials were provided by the applicant and were reviewed by Clark County staff in advance of the pre-application conference:

- Application forms
- Narrative
- GIS Packet

BACKGROUND

The applicant proposes to amend the Comprehensive Plan and Zoning Maps from Commercial (Community Commercial) to Office Residential (OR-22).

SUMMARY

The following comments and issues were discussed or identified during the pre-application meeting held on November 26, 2019.

Land Use

Comments provided by Clark County Long Range Planning, Sharon Lumbantobing:

Staff provided the applicant with a brief overview of how the pre-application conference would be conducted, including a summary of what information would be covered. Staff stated that a final staff report will be sent to the applicant within a week following the pre-app meeting. Staff stated that January 31 is the deadline to submit an annual review application.

CCC 40.560.040(B) Preapplication Review states:

1. The purposes of preapplication review are:
 - a. To acquaint county staff with a sufficient level of detail about the proposed development to enable staff to advise the applicant accordingly;
 - b. To acquaint the applicant with the applicable requirements of this code and other law. However, the preapplication conference is not intended to provide an exhaustive review of all the potential issues that a given application could raise. The preapplication review does not prevent the county from applying all relevant laws to the application; and
 - c. To provide an opportunity for other agency staff and the public to be acquainted with the proposed application and applicable law. Although members of the public may attend a preapplication conference, it is not a public hearing, and there is no obligation to receive public testimony or evidence.

Staff provided information regarding Clark County's obligation to plan under the State's Growth Management Act and the long-range, comprehensive planning exercise that concluded in 1994 with the adoption of the 20-Year Comprehensive Growth Management Plan and corresponding zone map. In 2016, the County adopted an updated 20-Year Comprehensive Plan and zone map.

Comp Plan Criteria 1: Staff said that the proposal to change the designation will need to be consistent with the Growth Management Act and the county-wide planning policies. Staff proceeded to discuss with the applicant the Comprehensive Plan Designation Map Change Criteria that the applicant will need to address in an application.

Specific to this application, staff stated that the assumption is that the current comprehensive plan and zoning designation (Commercial (Community Commercial)) is still applicable to this area and that the applicant will need to demonstrate that a change to the Office Residential zone is appropriate and consistent with the County's Growth Management Plan and Unified Development Code, and how the proposed change is compatible with the neighborhood and surrounding area.

Comp Plan Criteria 2: The proponent shall demonstrate that the designation is in conformance with the appropriate location criteria identified in the plan.

Comp Plan Criteria 3: The applicant needs to demonstrate a lack of appropriately designated Office Residential land within the vicinity, **and** demonstrate how a change to Office Residential better implements applicable Comprehensive Plan policies than the current map designation.

Application should address that four nearby parcels (Gaither) were approved as OR-22 in 2018.

A market analysis is required for amendments to add or remove land with a commercial designation (CCC 40.560.040(2)(c)(5)).

Comp Plan Criteria 4: The applicant needs to demonstrate how the plan map amendment either (a) responds to a substantial change in conditions **or** (b) better implements applicable comp plan policies.

“Affordable housing” generally means housing units that are affordable by that section of society whose income is below the Area Median Income, or housing that costs an owner or renter no more than 30% of gross household income (US Department of Housing and Urban Development). This proposed request is not addressing affordable housing, but is addressing the need for more multi-family housing at a range of market rate price points.

In 2019, council denied an annual review request from commercial to low-density residential (CPZ2019-00002 NE 152nd Ave) and from Business Park to low-density residential with some commercial (CPZ2019-0003 Riverview Asset). In 2018, an annual review (CPZ2018-0002 Ward) request from Commercial to Urban High Density (R-30) was withdrawn.

Parcel 97835032 has a parking lot and part of building on it that serves Parcel 144724000. The applicant needs to explain how this is going to be handled in the annual review application. Is the undeveloped portion of parcel 97835032 going to undergo a boundary line adjustment to be combined with the parcel to the south? Or is the building and parking lot on parcel 144724000 going to be demolished? This parcel might also require a legal lot determination.

What percentage of the development will developed as office versus residential? It would be helpful if the development plans were explained in the annual review application.

Staff stated that the applicant should confer with the neighborhood association. The current zoning has been in place since 1994.

Transportation

Comments provided by Clark County Public Works Transportation Planning, Gary Albrecht:

NE 78th Street is classified as a 4-lane Principal Arterial with CLT (Pr-4cb). NE 30th Avenue is classified as an Urban Neighborhood Circulator.

Staff reviewed the 2019-2024 Transportation Improvement Program, and found no existing projects that would impact the area immediately around the site of the proposed comprehensive plan amendment and zone change.

Annual review transportation analysis criteria

Transportation analysis

CCC 40.560.040 (A)(2)(c)(6) requires a transportation analysis.

“A Transportation Analysis. A transportation analysis may be waived by the Public Works Director as provided by Section [40.350.020\(D\)\(8\)](#); and”

The applicant shall demonstrate the adequacy of transportation services to the specific site change.

CCC 40.100.070 (Definitions) defines a transportation analysis as a study done by a licensed engineer that compares a build-out scenario under the existing and proposed designations analyzing trip generation, modal split and distribution for a current Comprehensive Planning twenty (20) year horizon. The applicant must show the Level-of-Service standards, per CCC 40.350.020.G.1.a-d, under the existing and proposed land use designations for both current and projected 20 years out.

The applicant needs to justify the number of trips associated with this annual review request to change the current comprehensive plan designation and zoning to Office Residential (OR-22) on approximately 6.94 acres or 302,308 square feet. The Institute of Transportation Engineers (ITE) manual does not have trip rates for office residential uses. Number of trips is required to be submitted to make an assessment of the impacts on the transportation system for the traffic analysis with this proposed change. Upon receipt of the number of trips, staff will work with the applicant to indicate which intersections and segment needs to be evaluated by the applicant for their transportation analysis.

Access

The applicant needs to show how the subject site will have access.

NEIGHBORHOOD ASSOCIATION CONTACT

While not required of a complete application for a comprehensive plan amendment, staff recommended that the applicant talk to the neighborhood association chair for their area. The NE Hazel Dell Neighborhood Association President is Doug Ballou. Contact at dougballou@comcast.net or (360) 573-3314; Staff also encouraged the applicant to discuss the proposed land use designation change with neighbors.

TIME FRAMES

January 1 through January 31 - Submit Final Annual Review Application

February 1 through to April 1 – Clark County staff will review and prepare a recommendation to the Planning Commission (**this period may be extended depending on staff work load**)

Fourth Quarter or sooner - Planning Commission will approve or deny request. Staff forwards all recommendations to the county council for final resolution of the requests.

ADDITIONAL MATERIALS

A complete list of required documents is contained in the Annual Review application packet. A Completed SEPA checklist is required for the final application. **NOTE: Submit a copy of this summary with your final application.**