



**City Council Workshop Minutes - Draft
Monday, September 20, 2021, 4:30 PM
REMOTE MEETING PARTICIPATION**

NOTE: Please see the published Agenda Packet for all item file attachments

CALL TO ORDER

Mayor Ellen Burton called the meeting to order at 4:30 p.m.

ROLL CALL

Present: Council Members Greg Anderson, Bonnie Carter, Don Chaney, Steve Hogan, Shannon Roberts and Melissa Smith

Staff: Phil Bourquin, Sarah Fox, Jennifer Gorsuch, Cathy Huber Nickerson, Mitch Lackey, Trang Lam, Robert Maul, Bryan Rachal, Heather Rowley, David Schultz, Ron Schumacher, Jeff Swanson, Nick Swinhart, Connie Urquhart and Steve Wall

Press: No one from the press was present

PUBLIC COMMENTS

No one from the public wished to speak.

WORKSHOP TOPICS

1. [Municipal Research and Services Center \(MRSC\) Rosters](#)
[Presenter: Steve Wall, Public Works Director](#)

This resolution will be placed on the October 4, 2021 Regular Meeting Agenda for Council's consideration.

2. [Camas North Shore Subarea Plan Phase 2](#)
[Presenter: Sarah Fox, Senior Planner](#)

Fox provided an update about the plan and discussion ensued.

3. [Amendments to Camas Municipal Code \(File No. MC20-02 Sessions\)](#)
[Presenter: Sarah Fox, Senior Planner on behalf of Planning Commission](#)

This item will be placed on the October 4, 2021 Regular Meeting Agenda for Council's consideration.

4. [Fireworks Discussion](#)
[Presenter: Ron Schumacher, Fire Marshal, Mitch Lackey, Police Chief](#)

This item will be placed on a future Workshop Meeting Agenda.

5. 2021 Washington State Legislature Police Reform Laws
Presenter: Mitch Lackey, Chief of Police & David Schultz, City Attorney

This item was for Council's information only.

COUNCIL COMMENTS AND REPORTS

Council Members Carter and Hogan, and Mayor Burton attended the Camas-Washougal Fire Department's 9-11 remembrance ceremony.

Carter attended the "Meet the Mayor" booth at the Farmer's Market, and the Downtown Camas Association (DCA) and the Library Board of Trustees meetings. Carter commented about the City's Equity Committee and about the sub-committee for the homelessness issue in Camas.

Hogan attended several Columbia River Economic Development Committee (CREDC) meetings.

Roberts commented about the City's Police Department and plans to attend the joint Planning Commission and Parks and Recreation Commission meeting.

Smith announced the Camas-Washougal Chamber of Commerce Oktoberfest event.

Burton commented about the various forms of community conversations taking place, including the upcoming Town Hall virtual meeting, announced the Public Works Department's receipt of the Top Project Award from the Oregon Daily Journal of Commerce for the Lake Everett Roundabout project, announced the local Ducky Derby event, and attended the Clark County Public Health meeting.

PUBLIC COMMENTS

Marilyn Roggenkamp, 373 NE Oak Street, Camas, commented about the Camas Police Department and the new Police Reform Laws, and about the Fireworks Discussion.

ADJOURNMENT

The meeting adjourned at 6:25 p.m.



Staff Report

September 20, 2021 Council Workshop

Municipal Research and Services Center (MRSC) Rosters

Presenter: Steve Wall, Public Works Director

Time Estimate: 15 min

Phone	Email
360.817.7899	swall@cityofcamas.us

BACKGROUND: In accordance with RCW 39.04 and RCW 39.80, the City has the ability to procure services from contractors, vendors, consultants and to purchase supplies, materials and equipment through the use of a roster process. Through adoption of Resolutions 596 and 1159, the City has adopted the creation and use of city administered rosters, including a "Small Works Roster" used for public works contracts, and a "Professional Services Roster" used for obtaining consultant services. The City does not currently have a "Vendor Roster" for purchase of materials and supplies.

SUMMARY: The Municipal Research and Services Center (MRSC) has created the "MRSC Rosters" that are available for Washington cities, counties, and special purpose districts to procure services using a roster contracting process. For a nominal annual membership fee, public agencies throughout the State save staff time and financial resources by having MRSC provide an efficient and affordable way for managing a statewide Small Public Works, Consultant, and Vendor Roster.

MRSC Rosters currently provides service to over 625 agencies in the State. The MRSC Rosters have significantly more contractors, vendors and consultants identified in their database than the City currently has. Additionally, for the estimated membership fee of between \$425 and \$575, staff will no longer need to administer the roster process or maintain the individual rosters. Using the MRSC Rosters will also remove the need for companies who are already listed with MRSC, to also be listed on the City's rosters. To staff's knowledge, Camas is the last agency in our area to contract with MRSC for these services.

EQUITY CONSIDERATIONS:

What are the desired results and outcomes for this agenda item?

- Provide information to Council and the public regarding the availability and benefits of using the MRSC Rosters.

What's the data? What does the data tell us?

- The MRSC Rosters have more businesses listed on each Roster that would be available for use by the City versus maintaining our own rosters.

- The cost to use MRSC Rosters is significantly less than the amount of staff time and resources needed to maintain our own rosters.

How have communities been engaged? Are there opportunities to expand engagement?

- N/A

Who will benefit from, or be burdened by this agenda item?

- Contractors, consultants and vendors throughout the State are already familiar with the MRSC Rosters and many the City uses are already listed in the MRSC database and will not have to be listed in multiple rosters.
- The City will get the benefit of having MRSC maintain the rosters on our behalf and will benefit by having more contractors and consultants to choose from. Additionally, contracting with MRSC will give the City the ability to use a Vendor Roster for purchase of materials and supplies.

What are the strategies to mitigate any unintended consequences?

- There are over 600 agencies already using this service; the system has been proven to work throughout the State.

Does this agenda item have a differential impact on underserved populations, people living with disabilities, and/or communities of color? Please provide available data to illustrate this impact.

- No. All vendors, businesses, etc. can be listed on the MRSC Rosters if they desire.

Will this agenda item improve ADA accessibilities for people with disabilities?

- N/A

What potential hurdles exists in implementing this proposal (include both operational and political)?

- MRSC only accepts agreements from public agencies twice per year. December 1, 2021 is the next cutoff date for acceptance of agreements.

How will you ensure accountabilities, communicate, and evaluate results?

- The City has procedures in place already regarding the use of Rosters as allowed by the Revised Code of Washington.

How does this item support a comprehensive plan goal, policy or other adopted resolution?

- N/A

BUDGET IMPACT: Staff will need to confirm the 5-year average Total Capital Expenditures as identified in the attached agreement, but it is anticipated the City's annual membership fee will be between \$425-\$575.

RECOMMENDATION: Staff recommends placing a Resolution on the October 4, 2021 Regular Meeting Agenda for Council's consideration for the use of the MRSC Rosters.



Washington Public Agency Contract Small Works, Consultant, and Vendor Rosters

This contract (the "Contract") is made by and between Municipal Research and Services Center of Washington ("MRSC"), a not-for-profit corporation, and the Washington local government (the "Public Agency"),

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1. Purpose. The purpose of this Contract is to provide the Public Agency with membership in MRSC Rosters.
 2. Scope of Services. MRSC shall host the entire Public Agency's individual Small Public Works Roster ("Small Works Roster"), individual Consultant Roster ("Consultant Roster"), and individual Vendor Roster ("Vendor Roster") (collectively "Rosters"). MRSC shall advertise at least annually for the Small Works Roster, Consultant Roster, and Vendor Roster in accordance with statutory requirements on behalf of the Public Agency. MRSC will assist small public works, consultant, and vendor business (collectively, "businesses") with roster registration throughout the year, receive applications, review applicant eligibility for compliance with basic statutory eligibility requirements, and maintain business applications in an online database.
 3. Effective Date and Term. This Contract shall be effective in the year in which it is signed on either May 1 if signed prior to May 1 or December 1 if signed prior to December 1, for a period of one year.
 4. Access to MRSC Rosters by Public Agency Prior to Legal Notice. As of the Contract effective date, the Public Agency may access the MRSC Rosters database at www.mrscrosters.org by entering its account login information, as will be provided by MRSC. The Public Agency may search for and view business applications as of the effective date of the Contract, but it may not contact businesses about roster projects until after the legal notice is posted.
 5. Notification of Transition to MRSC Rosters. As of the contract effective date, the Public Agency may begin notifying interested businesses that they may register with the Public Agency at any time in the MRSC Rosters, but that the Public Agency will not begin using the hosted rosters until after the legal notice is posted.
 6. Roster Legal Notice. MRSC shall post the statutorily-required roster legal notice on behalf of the Public Agency in a newspaper of general circulation relative to the location of the Public Agency. The notice will occur the first Monday of January or June, or during the week of the first Monday of January or June for weekly newspapers.
 7. Use of MRSC Rosters by Public Agency. As of the date of the applicable legal notice in January or June, all departments of the Public Agency will discontinue use of any previously-maintained rosters and begin using the MRSC Rosters exclusively when choosing to follow a roster contracting process, in accordance with the following statutory requirements:
 - (a) Small Works Roster. The Public Agency will use the Small Works Roster to select businesses for public work projects in accordance with RCW 39.04.155, as now or hereafter amended. The Public Agency shall be responsible for its own and the selected businesses' compliance with all other laws and regulations governing public works contracting, including retainage and bonds, prevailing wages, and any other applicable requirements.
 - (b) Consultant Roster. The Public Agency will use the Consultant Roster to select businesses for consultant projects in accordance with the laws and ordinances applicable to the Public Agency, including Chapter 39.80 RCW when contracting for architectural and engineering services. The Public Agency shall be responsible for its own and the selected businesses' compliance with all laws and regulations governing the purchase of services.

(c) Vendor Roster. The Public Agency will use the Vendor Roster to select businesses to award contracts for the purchase of supplies, materials, and equipment not being purchased in connection with public works contracts in accordance with RCW 39.04.190, and any ordinances and other laws applicable to the Public Agency. The Public Agency shall be responsible for its own and the selected business' compliance with all laws governing such purchases.

8. Compensation of Businesses. The Public Agency shall be responsible for payments to any business that it selects as a result of its use of MRSC Rosters. The Public Agency shall make all such payments directly to the businesses selected by the Public Agency.

9. Annual Membership Fee. The Public Agency will pay MRSC an annual membership fee based on the five-year average of the Public Agency's total capital expenditures. Payment of the annual membership fee is due within thirty (30) days of the Contract effective date.

Based on the following Membership Fee Scale, the Public Agency will pay an annual membership fee of \$_____.

Total Capital Expenditures	Annual Membership Fee
Less than 5 million	\$135
5 to 10 million	\$275
10 to 15 million	\$425
15 to 25 million	\$575
25 to 50 million	\$745
More than 50 million	\$1145

10. Relationship of Parties. MRSC will perform the services under this Contract as an independent contractor and not as an agent, employee, or servant of the Public Agency. Nothing in this Contract shall be construed to render the parties partners or joint ventures.

11. Limitation of MRSC Liability. MRSC shall not be, directly or impliedly, a party to any contract with small works, consulting, or vendor businesses which the Public Agency may enter into as a result of the Public Agency's use of the MRSC Rosters. MRSC does not accept responsibility or liability for the performance of any business used by the Public Agency as a result of its use of the MRSC Rosters.

12. Hold Harmless and Indemnification. Each party shall defend, indemnify, and hold the other party harmless from any and all claims, injuries, damages, losses, or suits, including attorney fees, to the extent arising from any negligent act or omission of that party's officers, employees, volunteers, and agents in connection with the performance of this Contract.

13. Termination. This Contract may be terminated, with or without cause, by written notice of either party to the other. Termination shall be effective thirty (30) days after written notice. Termination of the contract by the Public Agency does not entitle the Public Agency to a refund of the membership fee prorated as to the time remaining in the contract term following termination.

14. Renewal. This Contract may be renewed annually by completing the online renewal process that includes confirming that the Public Agency will continue abiding by the terms outlined in this Contract and making payment within thirty (30) days from the effective date of either May 1 or December 1.

15. Non-assignment. MRSC shall contract with Strategies 360 for the hosting of the Public Agency rosters in the online database. MRSC shall not otherwise subcontract or assign any of the rights, duties, or obligations imposed upon it by this Contract without the prior express written consent of the Public Agency.

16. Governing Law and Venue. This Contract shall be governed by the laws of the State of Washington.

17. Severability. Should any clause, phrase, sentence or paragraph of this Contract be declared invalid or void, the remaining provisions of this Contract shall remain in full force and effect.

18. Complete Agreement. This Contract constitutes the entire understanding of the parties. Any written or verbal agreements that are not set forth herein or incorporated herein by reference are expressly excluded.

19. Public Agency Information. For purposes of Contract administration, the Public Agency provides the following information:

Official Public Agency Name: _____

Common Public Agency Name (if different): _____

Mailing Address: _____

County: _____

Type of Public Agency: _____

Website: _____

Primary Contact:

Additional Contact:

Name: _____

Name: _____

Title: _____

Title: _____

Email: _____

Email: _____

Telephone: _____

Telephone: _____

Facsimile: _____

Facsimile: _____

20. Signatures. By signing this Contract, the Public Agency signatory below certifies that he/she has the authority to enter into this Contract on behalf of the entire Public Agency.

PUBLIC AGENCY

MRSC

[Signature]

[Signature]

[Title]

MRSC Rosters Manager

[Title]

[Date]

[Date]

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF CAMAS, WASHINGTON, repealing Resolutions 1159 and 596, establishing a small public works roster process to award public works contracts, a consulting services roster for architectural and engineering services, and a vendor roster for goods and services not related to public works contracts.

WHEREAS, RCW 39.04.155 and other laws regarding contracting for public works by municipalities, permit certain contracts to be awarded by a small works roster process; and

WHEREAS, Ch. 39.80 RCW and other laws regarding contracting for consulting services by municipalities permit certain contracts to be awarded by a consultant roster process; and

WHEREAS, RCW 39.04.190, regarding purchase of materials, supplies, or equipment not connected to a public works project, allows certain purchasing contracts to be awarded by a vendor roster process;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CAMAS, WASHINGTON, AS FOLLOWS:

SECTION I

Resolution No. 1159 is hereby repealed.

SECTION II

Resolution No. 596 is hereby repealed.

SECTION III

MRSC Rosters. The City wishes to contract with the Municipal Research and Services Center of Washington (MRSC) to use the MRSC Rosters online database, developed and maintained by MRSC, as the City’s official rosters for small public works contracts, consulting services, and vendor services and authorizes the Mayor to sign the Washington Public Agencies Contract with MRSC.

SECTION IV

Small Public Works Roster. The following small works roster procedures are established for use by the City pursuant to RCW 39.04.155:

1. **Limits.** The City need not comply with formal sealed bidding procedures for the construction, building, renovation, remodeling, alteration, repair, or improvement of real property where the estimated cost does not exceed the threshold in RCW

39.04.155, currently Three Hundred Fifty Thousand Dollars (\$350,000.00), as may be amended by State Law, which includes the costs of labor, material, equipment, sales, or use taxes as applicable. Instead, the City may use the Small Public Works Roster procedures for public works projects as set forth in Exhibit “A”, which may be administratively modified unless substantial changes are needed. The breaking of any project into units or accomplishing any projects by phases is prohibited if it is done for the purpose of avoiding the maximum dollar amount of a contract that may be let using the small works roster process.

2. **Publication.** At least once a year, MRSC shall, on behalf of the City, publish in a newspaper of general circulation within the municipality’s jurisdiction a notice of the existence of the small works roster and solicit the names of contractors for the small works roster. MRSC shall add responsible contractors to the small works roster at any time that a contractor completes the online application provided by MRSC, and meets minimum State requirements for roster listing.

SECTION V

Consulting Services Roster. The following consulting services roster procedures are established for use by the City pursuant to RCW 39.80.030:

1. **Consulting Services.** Consulting services are professional services that have a primarily intellectual output or product and include architectural and engineering services as defined in RCW 39.80.020. The City may use Consulting Roster procedures as set forth in Exhibit “B” which may be administratively modified unless substantial changes are needed.
2. **Publication.** At least once a year, MRSC shall, on behalf of the City, publish in a newspaper of general circulation within the municipality’s jurisdiction a notice of the existence of the consulting services roster and solicit the names of consultants for the consulting services roster. MRSC shall add responsible consultants to the consulting services roster at any time that a consultant completes the online application provided by MRSC, upload a Statement of Qualifications, and meets minimum State requirements for roster listing.

Section 6. Vendor List Roster. The following vendor list roster procedures are established for use by the City pursuant to RCW 39.04.190:

1. **Purchase of materials, supplies, or equipment not connected to a public works project.** The City is not required to use formal sealed bidding procedures to purchase materials, supplies, or equipment not connected to a public works project. City Council has directed the Finance Director to establish and administer the necessary policies and procedures for contracting, agreements, and purchasing to ensure compliance with state law, municipal code, and any applicable resolutions. The City will attempt to obtain the lowest practical price for such goods and services. The City may use Vendor List Roster procedures as set forth in Exhibit “C” which may be administratively modified unless substantial changes are needed.

2. **Publication.** At least twice per year, MRSC shall, on behalf of the City, publish in a newspaper of general circulation within the municipality's jurisdiction a notice of the existence of the vendor list roster and solicit the names of vendors for the vendor list roster. MRSC shall add responsible vendors to the vendor list roster at any time when a vendor completes the online application provided by MRSC and meets minimum State requirements for roster listing.

ADOPTED at a regular Council meeting this ____ day of _____, 20____.

SIGNED: _____
Mayor

ATTEST: _____
Clerk

APPROVED as to form:

City Attorney

EXHIBIT "A"

Small Works Roster Procedures using the Municipal Research and Services Center Small Public Works Rosters

1. Telephone, Written, or Electronic Quotations. The City shall obtain telephone, written, or electronic quotations for public works contracts from contractors on the appropriate small works roster to assure that a competitive price is established and to award contracts to a contractor who meets the mandatory bidder responsibility criteria in RCW 39.04.350(1). The City may establish supplementary bidder criteria under RCW 39.04.350 (2) to be considered in the process of awarding a contract.

- a) A contract awarded from a small works roster will not be advertised in a newspaper of general circulation. Invitations for quotations shall include an estimate of the scope and nature of the work to be performed as well as materials and equipment to be furnished. However, detailed plans and specifications need not be included in the invitation.

Quotations may be invited from all appropriate contractors on the appropriate small works roster. As an alternative, quotations may be invited from at least five contractors on the appropriate small works roster who have indicated the capability of performing the kind of work being contracted, in a manner that will equitably distribute the opportunity among the contractors on the appropriate roster. "Equitably distribute" means that the City may not favor certain contractors on the appropriate small works roster over other contractors on the appropriate small works roster who perform similar services.

- b) If the estimated cost of the work is from two hundred fifty thousand dollars (\$250,000) to three hundred fifty thousand dollars (\$350,000) under RCW 39.04.155 (1)(c), the City may choose to solicit bids from less than all the appropriate contractors on the appropriate small works roster but must notify the remaining contractors on the appropriate small works roster that quotations on the work are being sought. The City has the sole option of determining whether this notice to the remaining contractors is made by:
- (i) publishing notice in a legal newspaper in general circulation in the area where the work is to be done;
 - (ii) mailing a notice to these contractors; or
 - (iii) sending a notice to these contractors by facsimile or email.
- c) At the time bids are solicited, the City representative shall not inform a contractor of the terms or amount of any other contractor's bid for the same project;

- d) A written record shall be made by the City representative of each contractor's bid on the project and of any conditions imposed on the bid. Immediately after an award is made, the bid quotations obtained shall be recorded, open to public inspection, and available by telephone inquiry.

- 2. **Limited Public Works Process.** If a work, construction, alteration, repair, or improvement where the estimated cost does not exceed the threshold in RCW 39.04.155, currently Fifty Thousand Dollars (\$50,000), as may be amended by State Law, the City may award such a contract using the limited public works process provided under RCW 39.04.155 (3). For a limited public works project, the City will solicit electronic or written quotations from a minimum of three contractors from the appropriate small works roster and shall award the contract to the lowest responsible bidder as defined under RCW 39.04.010. After an award is made, the quotations shall be open to public inspection and available by electronic request.

For limited public works projects, the City may waive the payment and performance bond requirements of chapter 39.08 RCW and the retainage requirements of chapter 60.28 RCW, thereby assuming the liability for the contractor's nonpayment of laborers, mechanics, subcontractors, material men, suppliers, and taxes imposed under Title 82 RCW that may be due from the contractor for the limited public works project. However, the City shall have the right of recovery against the contractor for any payments made on the contractor's behalf.

The City shall maintain a list of the contractors contacted and the contracts awarded during the previous twenty-four months under the limited public works process, including the name of the contractor, the contractor's registration number, the amount of the contract, a brief description of the type of work performed, and the date the contract was awarded.

- 3 **Determining Lowest Responsible Bidder.** The City shall award the contract for the public works project to the lowest responsible bidder provided that, whenever there is a reason to believe that the lowest acceptable bid is not the best price obtainable, all bids may be rejected and the City may call for new bids. A responsible bidder shall be a registered or licensed contractor who meets the mandatory bidder responsibility criteria established by RCW 39.04.350 and who meets any supplementary bidder responsibility criteria established by the City.
- 4. **Award.** All of the bids or quotations shall be collected by the City representative.
 - a) The City representative shall then present all bids or quotations and their recommendation for award of the contract to the City Council. The City Council shall consider all bids or quotations received, determine the lowest responsible bidder, and award the contract; or
 - b) Pursuant to Resolution 21-002, the City has established thresholds for the delegation of contracting and agreement authority to the Mayor or designee and has directed the Finance Director to establish and administer the necessary policies and procedures

for contracting, agreements, and purchasing to ensure compliance with state law, municipal code, and any applicable resolutions.

EXHIBIT “B”

Consulting Services Roster Procedures using the Municipal Research and Services Center Consultant Rosters

1. **Review and Selection of the Statement of Qualifications Proposals.** The City shall use the following process to select the most highly qualified Architectural or Engineering firm off of the Consulting Services Roster to provide the required services:
 - a) The department head or their designee shall establish criteria that must be considered in evaluating Architectural or Engineering firms for a given project. Such criteria shall include a plan to ensure that minority and women-owned firms and veteran-owned firms are afforded the maximum practicable opportunity to compete for and obtain public contracts for architectural or engineering services. The level of participation by minority and women-owned firms and veteran-owned firms shall be consistent with their general availability within the jurisdiction of the City of Camas.
 - b) The department head or their designee, shall evaluate the written statements of qualifications and performance data on file with the City of Camas at the time that architectural or engineering services are required;
 - c) Such evaluations shall be based on the criteria established by the department head or their designee; and
 - d) The department head or their designee, shall conduct discussions with one or more firms regarding anticipated concepts and the relative utility of alternative methods of approach for furnishing the required services.
 - e) The firm deemed most highly qualified by the agency to do the project will be selected.
3. **Award.**
 - a. The City Council considers the proposal received and awards the contract; or
 - b. Pursuant to Resolution 21-002, the City has established thresholds for the delegation of contracting and agreement authority to the Mayor or designee and has directed the Finance Director to establish and administer the necessary policies and procedures for contracting, agreements, and purchasing to ensure compliance with state law, municipal code, and any applicable resolutions.

EXHIBIT “C”

Vendor List Roster Procedures using the Municipal Research and Services Center Vendor Rosters

1. **Telephone, Written, or Electronic Quotations.** The City shall use the following process to obtain telephone or written quotations from vendors for the purchase of materials, supplies, or equipment not connected to a public works project:
 - a) A written description shall be drafted of the specific materials, supplies, or equipment to be purchased, including the number, quantity, quality, and type desired, the proposed delivery date, and any other significant terms of purchase;
 - b) The department head or their designee ensure all public contracts and agreements are satisfactorily and efficiently executed at the least cost to the public, while avoiding fraud and favoritism in the awarding of such contracts;
 - c) The department head or their designee shall not share telephone or written quotations received from one vendor with other vendors soliciting for the bid to provide the materials, supplies, or equipment;
 - d) A written record shall be made by the City representative of each vendor’s bid on the material, supplies, or equipment, and of any conditions imposed on the bid by such vendor;
2. **Determining the Lowest Responsible Bidder.** The City shall purchase the materials, supplies, or equipment from the lowest responsible bidder, provided that whenever there is reason to believe that the lowest acceptable bid is not the best price obtainable, all bids may be rejected and the City may call for new bids.
3. **Award.** All of the bids or quotations shall be collected by the City representative. The City representative, shall create a written record of all bids or quotations received, which shall be made open to public inspection or telephone inquiry after the award of the contract. Any contract awarded under this subsection need not be advertised.
 - a) The department head or their designee, shall then present all bids or quotations and their recommendation for award of the contract to the City Council. The City Council shall consider all bids or quotations received, determine the lowest responsible bidder, and award the contract; or
 - b) Pursuant to Resolution 21-002, the City has established thresholds for the delegation of contracting and agreement authority to the Mayor or designee and has directed the Finance Director to establish and administer the necessary policies and procedures for contracting, agreements, and purchasing to ensure compliance with state law, municipal code, and any applicable resolutions.

4. **Posting.** A list of all contracts awarded valued at more than \$7,500 awarded using the Vendor Roster procedure shall be posted on the City's webpage (www.cityofcamas.us) under the Public Works Department at least once every two months. The list shall contain the name of the vendor awarded the contract, the amount of the contract, a brief description of the items purchased, and the date it was awarded.

RESOLUTION NO. 1159

A RESOLUTION OF THE CITY OF CAMAS, WASHINGTON establishing a Small Works Roster and procedures for awarding public contracts for projects with an estimated cost of \$300,000.00 or less.

WHEREAS, RCW 39.04.155 and other laws regarding contracting for public works by municipalities permit certain contracts to be awarded by a small works roster process; and

WHEREAS, in order to be able to implement the small works roster process, the City is required by law to adopt a Resolution or Ordinance establishing specific procedures,

NOW, THEREFORE, the Council of the City of Camas, Washington, hereby resolves as follows:

SECTION I

The following small works roster procedures are established for use by the City of Camas pursuant to the provisions of RCW 35A.40.210, RCW 35.23.352, and RCW 39.04.155.

A. **Cost.** The City need not comply with formal sealed bidding procedures for the construction, building, renovation, remodeling, alteration, repair, or improvement of real property where the estimated cost does not exceed Three Hundred Thousand Dollars (\$300,000.00), which includes the costs of labor, material, equipment and sales and/or use taxes as applicable. Instead, the City may use the small works roster procedures for public works projects as set forth herein. The breaking of any project into units or accomplishing any projects by phases is prohibited if it is done for the purpose of avoiding the maximum dollar amount of a contract that may be let using the small works roster process.

B. **Number of Rosters.** The City may create a single general small works roster, or may create a small works roster for different specialties or categories of anticipated work. Said small works rosters may make distinctions between contractors based upon different geographic areas served by the contractor.

C. **Contracts on Small Works Roster(s).** The small works roster(s) shall consist of all responsible contractors who have requested to be on the roster(s), and where required by law are properly licensed or registered to perform said work in this State. Contractors desiring to be placed on a roster or rosters must keep current records of any applicable licenses, certifications, registrations, bonding, insurance, or other appropriate matters on file with the City as a condition of being placed on a roster or rosters.

D. **Publication.** At least once a year, the City shall publish in a newspaper of general circulation within the jurisdiction a notice of the existence of the roster or rosters and solicit the names of contractors for such roster or rosters. Responsible contractors shall be added to an appropriate roster or rosters at any time that they submit a written request and necessary records. The City may require master contracts to be signed that become effective when a specific award is made using a small works roster. An interlocal contract or agreement between City and other local governments establishing a small works roster or rosters to be used by the parties to the agreement or contract must clearly identify the lead entity that is responsible for implementing the small works roster provisions.

E. **Electronic Rosters.** In addition to paper and/or electronic rosters kept on file in the

appropriate department, the City may also use that state wide electronic database developed and maintained jointly by the Daily Journal of Commerce and the Municipal Research and Services Center of Washington.

F. Telephone or Written Quotations. The City shall obtain telephone, written or electronic quotations for public works contracts from contractors on the appropriate small works roster to assure that a competitive price is established and to award contracts to the lowest responsible bidder, as defined in RCW 43.19.1911(9), as follows:

- 1) A contract awarded from a small works roster need not be advertised. Invitations for quotations shall include an estimate of the scope and nature of the work to be performed as well as materials and equipment to be furnished. However, detailed plans and specifications need not be included in the invitation. This paragraph does not eliminate other requirements for architectural or engineering approvals as to quality and compliance with building codes.
- 2) Quotations may be invited from all appropriate contractors on the appropriate small works roster. As an alternative, quotations may be invited from at least five contractors on the appropriate small works roster who have indicated the capability of performing the kind of work being contracted, in a manner that will equitably distribute the opportunity among the contractors on the appropriate roster.

If the estimated cost of the work is from one hundred fifty thousand dollars to three hundred thousand dollars, the City may choose to solicit bids from less than all the appropriate contractors on the appropriate small works roster but must also notify the remaining contractors on the appropriate small works roster that quotations on the work are being sought. The City has the sole option of determining whether this notice to the remaining contractors is made by:

- (a) publishing notice in a legal newspaper in general circulation in the area where the work is to be done;
- (b) mailing a notice to these contractors; or
- (c) sending a notice to these contractors by facsimile or other electronic means.

3) For purposes of this resolution, "equitably distribute" means that the City may not favor certain contractors on the appropriate small works roster over other contractors on the appropriate small works roster who perform similar services. At the time bids are solicited, the City representative shall not inform a contractor of the terms or amount of any other contractor's bid for the same project;

4) A written record shall be made by the City representative of each contractor's bid on the project and of any conditions imposed on the bid. Immediately after an award is made, the bid quotations obtained shall be recorded, open to public inspection, and available by telephone inquiry.

G. Limited Public Works Process. If a work, construction, alteration, repair, or improvement project is estimated to cost less than thirty-five thousand dollars, the City may award such a contract using the limited public works process provided under RCW 39.04.155, subsection (3). For limited public works project, the City will solicit electronic or written quotations from a minimum of three contractors from the appropriate small works roster and shall award the contract to the lowest responsible bidder as defined under RCW 43.19.1911(9). After an award is made, the quotations shall be open to public inspection and available by electronic request.

For limited public works projects, the City may waive the payment and performance bond requirements of Chapter 39.08 RCW and the retainage requirements of Chapter 60.28 RCW, thereby assuming the liability for the

contractor's nonpayment of laborers, mechanics, subcontractors, materialmen, suppliers, and taxes imposed under Title 82 RCW that may be due from the contractor for the limited public works project. However, the City shall have the right of recovery against the contractor for any payments made on the contractor's behalf.

The City shall maintain a list of the contractors contacted and the contracts awarded during the previous twenty-four months under the limited public works process, including the name of the contractor, the contractor's registration number, the amount of the contract, a brief description of the type of work performed, and the date the contract was awarded.

H. Determining Lowest Responsible Bidder. The City Council shall award the contract for the public works project to the lowest responsible bidder provided that, whenever there is a reason to believe that the lowest acceptable bid is not the best price obtainable, all bids may be rejected and the City Council may call for new bids. RCW 43.19.1911(9) states:

"In determining "lowest responsible bidder", in addition to price, the following elements shall be given consideration:

- 1) The ability, capacity, and skill of the bidder to perform the contract or provide the service required;
- 2) The character, integrity, reputation, judgment, experience, and efficiency of the bidder;
- 3) Whether the bidder can perform the contract within the time specified;
- 4) The quality of performance of previous contracts or services;
- 5) The previous and existing compliance by the bidder with laws relating to the contract or services;
- 6) Such other information as may be secured having a bearing on the decision to award the contract:

I. Award. All of the telephone bids or quotations shall be collected and presented at the same time to the City Council for consideration, determination of the lowest responsible bidder, and award of the contract.

ADOPTED at a regular meeting of the City Council of the City of Camas this 3rd day of August, 2009.

SIGNED: Paul De
Mayor

ATTEST: John M. Auger
Clerk

APPROVED as to form:
[Signature]
City Attorney

RESOLUTION NO. 596

A RESOLUTION authorizing a procedure for securing telephone and/or written quotations from vendors of supplies, materials, equipment, or services other than professional services.

WHEREAS, Chapter 120, Laws of 1987, Regular Session, provides that advertisement and competitive bidding may be dispensed with as to purchases of supplies, materials, equipment, or services costing between \$7,500.00 and \$15,000.00 if a procedure is established for securing telephone and/or written quotations from enough vendors to assure establishment of competitive price and for awarding such contracts for the purchase of materials, equipment, or services to the lowest responsible bidder; and

WHEREAS, it is in the interest of the City of Camas to establish such a procedure,

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE COUNCIL OF THE CITY OF CAMAS as follows:

Section I

The Mayor or his authorized designee may solicit telephone and/or written quotations for the purchase of supplies, materials, equipment, or services costing between \$7,500.00 and \$15,000.00 provided that the following procedures are followed:

- (a) Whenever possible, not less than three (3) prospective vendors shall be contacted by telephone or by letter and advised as to the specifications for the item or items for which quotations are being sought. The number of vendors contacted may be reduced if the item or items being sought are available only from a small number of vendors. An explanation shall be placed in the procurement file whenever fewer than three (3) bids are requested, or if there are fewer than three (3) replies. Bid specifications should, whenever possible, be drafted to permit at least three (3) vendors to qualify as prospective bidders.
- (b) Whenever possible, bids shall be solicited on a lump sum or fixed unit price basis.

- (c) Telephone or written requests for quotations shall specify at a minimum the following:
 - 1. Items to be purchased
 - 2. Number of units
 - 3. Tax
 - 4. Delivery time requirements
 - 5. Freight costs
 - 6. Point of delivery
 - 7. Terms of payment
- (d) Tabulation of telephone or written quotations shall be on forms provided by the Finance Department and shall include at a minimum the information described in (c).
- (e) Upon written authorization of the Mayor or his designee, the materials, equipment, or services shall be ordered from the lowest responsible bidder, whose quotation meets all specifications established for the item or items being purchased.
- (f) Written confirmation of telephone quotations from responsible vendors is not required, but may be requested when warranted.
- (g) Immediately after the award is made, the bid quotations are to be recorded and open to public inspection and are to be available by telephone inquiry.

ADOPTED by the Council at a regular meeting this 8 day of June, 1987.

SIGNED: Nam A. Henriksen
Mayor

ATTEST: Bob E. [Signature]
Clerk

APPROVED as to form:
[Signature]
City Attorney



Staff Report

September 20, 2021 Council Workshop

Camas North Shore Subarea Plan Phase 2

Presenter: Sarah Fox, Senior Planner

Time Estimate: 10 min.

Phone	Email
360.817.7269	sfox@cityofcamas.us

SUMMARY: The North Shore Subarea Plan will ultimately result in a document that will guide the future of the subarea and will be consistent with the city’s 20 year comprehensive plan document, Camas 2035. The North Shore Subarea comprises approximately 900 acres located in the northeastern section of the city. The city has acquired key parcels over the last several years that has resulted in public ownership of most of the properties surrounding the lake.

Staff will provide an update to council on the project schedule, overview video and upcoming meeting of the ad hoc Steering Committee.

EQUITY CONSIDERATIONS:

Questions	Response
What are the desired results and outcomes for this agenda item?	Provide an update to Council on progress of Phase 2 work.
What is the data? What does the data tell us?	Existing conditions data along with extensive outreach during Phase 1, and the adopted Vision Statement will guide the work of Phase 2.
How have communities been engaged? Are there opportunities to expand engagement?	<p>There have been multiple engagement opportunities throughout this initiative. In brief, Phase 2 engagement will include two advisory committees and online open houses, along with other social media notices. Previous engagement included:</p> <ul style="list-style-type: none"> • Visits to Discovery High School, Camas Farmers Market, Camas High School and Camas Youth Advisory Council to encourage participation. • Twenty-one stakeholder interviews with property owners within North Shore, representatives from the Camas School District, the Port of Camas-Washougal, and elected officials. • Online survey #1 taken by 583 community members. • Student workshop at Discovery High School to map future land uses.

	<ul style="list-style-type: none"> • Community forum attended by approximately 100 community members (82 signed-in). • Online survey #2 taken by 678 community members. Emails were sent to interested citizens on July 28, 2020 and also throughout the project on the following days: 9/26/19; 11/15/19; 12/6/19; 12/16/19; 1/17/20; and 2/14/20. A mailer was sent citywide on December 12, 2019. The city newsletter included information on the project January 2020. Information has been available throughout the project at www.camasnorthshore.com, along with Facebook posts and invitations to join the public events. • Community Vision Workshop attended by approximately 100 citizens (81 signed-in). • Workshop before Planning Commission on July 21, 2020. • Public hearing on August 18, 2020 for Vision. The Planning Commission unanimously forwarded a North Shore Subarea Vision for approval to Council.
<p>Who will benefit from, or be burdened by this agenda item?</p>	<p>The City as a whole will benefit from a subarea plan that will guide redevelopment in alignment with the city’s vision for the unique area.</p>
<p>What are the strategies to mitigate any unintended consequences?</p>	<p>Opportunities to participate and provide meaningful comments have been provided throughout the process and will continue with Phase 2. We will adjust the timeframe for the project if unintended anticipated issues arise.</p>
<p>Does this agenda item have a differential impact on underserved populations, people living with disabilities, and/or communities of color? Please provide available data to illustrate this impact.</p>	<p>Yes, this subarea plan will seek to ensure that there are equitable outcomes for the BIPOC and underserved sectors of our community.</p>
<p>Will this agenda item improve ADA accessibilities for people with disabilities?</p>	<p>This is a non-project initiative.</p>
<p>What potential hurdles exists in implementing this proposal (include both operational and political)?</p>	<p>This is a non-project initiative.</p>
<p>How will you ensure accountabilities,</p>	<p>There will be two ad hoc committees to shape and guide the work, briefings before Council and Planning Commission, along with regular updates to the city’s Engage Camas site.</p>

communicate, and evaluate results?	
How does this item support a comprehensive plan goal, policy or other adopted resolution?	The city's comprehensive plan was amended in its entirety in 2016. The subarea planning effort is consistent with Section 6.4.4.

BUDGET IMPACT: The North Shore Subarea Plan is included in the approved Community Development Department budget.

RECOMMENDATION: This is a report to Council. No action is needed.

Staff Report

September 20, 2021

Council Workshop

Amendments to Camas Municipal Code (File No. MC20-02 Sessions)

Presenter: Sarah Fox, Senior Planner on behalf of Planning Commission

Time Estimate: 15 min.

Phone		Email	
360.817.7269		sfox@cityofcamas.us	
APPLICANT:	Chad and Hollie Sessions, 5410 NW 38 th Avenue, Camas, WA 98607	Applicant's Representative:	Mike Odren, Olson Engineering
Compliance with State Agencies:	The city issued a State Environmental Policy Act (SEPA) determination of Non-Significance Non-Project Action with a deadline of September 9, 2021(Legal publication No. 590300). No comments were received and the decision is final.		
Notices:	A public hearing notice will be published in the Camas Post Record when a hearing date is set by Council. A public hearing notice was published in the Camas Post Record for the Planning Commission hearing on June 3, 2021.		
Public Meetings:	Planning Commission October 20, 2020 and June 15, 2021		

Summary:

The applicants, Chad and Hollie Sessions, submitted a proposal on September 30, 2020 to amend commercial zoning districts (RC, CC, and NC) to allow residential units for upper levels of a mixed use building where the ground floor is for commercial uses. This amendment would not apply to the Downtown Commercial (DC) and Mixed Use (MX) zones as they currently allow residential units as proposed.

Planning Commission held a public hearing on June 15. At the hearing the applicant proposed a modification to their original proposal to limit the size of parcels that the new change would affect. It would limit the amendment to parcels that are 1.5 acres or less (Attachment 2, email dated May 18, 2021). **At the conclusion of the hearing and deliberation, Planning Commission unanimously forward a recommendation of denial to Council (Attachment 5).**

On August 20, the applicant provided a revised proposal and 24 exhibits (refer to Attachment 3). The new proposal requests that the City amend commercial zoning regulations to allow residential uses on upper stories for parcels 2.5 acres and smaller. **The following amendments are the current proposal by the applicant (1 to 9):**

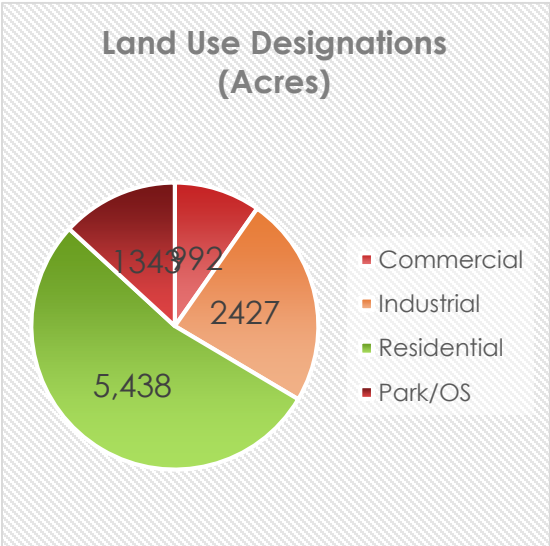
[Revise CMC 18.07.030 – Table 1](#) – Commercial and industrial land uses to the following:

- 1. Under Apartment, multifamily development, row houses, change the following: Change X to P with Footnote 7a (see below) under Neighborhood Commercial (NC); Change X to P with Footnote 7a (see below) under Community Commercial (CC); and Change X to P with Footnote 7a (see below) under Regional Commercial (RC).
- 2. Footnote 7a would state the following: Residential uses may be outright permitted if part of a mixed use building, where residential use is not located on the ground level.
- 3. Keep Footnote 10 for the Community Commercial (CC) and Regional Commercial (RC) zoning districts to allow for larger mixed-use developments.
- 4. Add Footnote 12 indicating that residential uses may only be permitted above the ground floor of a mixed-use building.
- 5. Add Footnote 13 indicating that mixed-use buildings containing multi-family residential uses shall only be permitted on site 2.5 acres and smaller.
- 6. Add Footnote 14 indicating that the following uses shall not be part of a mixed-use development: Automobile repair (garage);Automobile service station; Boat repair and sales; Cabinet and carpentry shop; Event center; Hospital; Laundry/dry cleaning (industrial); Manufactured home sales lot; Auditorium; Golf course/driving range; Sports fields; Schools (college, elementary, junior and senior high);
- 7. Add Footnote 15 indicating that the residential density shall not exceed that of the MF-10 zoning district, or 10 dwelling units per acre.
- 8. Add Footnote 16 indicating that the maximum building height shall be 35 feet, matching that of the MF-10 zoning district.
- 9. Add Footnote 17 indicating that live/work units are not permitted.

Discussion:

The city’s comprehensive plan, Camas 2035, demonstrates that the city will meet the housing and employment needs for a projected population growth of 1.26 percent per year. Based on an analysis of the capacity of the city for redevelopment and new development, the plan confirmed that we could accommodate a projected population increase of 11,255 persons with 11,182 jobs and 3,868 residential units within our current urban growth limits by 2035. This projection assumes that commercially zoned lands provide at least 20 jobs per acre. Employment lands comprise only 34% of the city’s total acreage (Commercial 10% and Industrial 24%). The application did not include information to demonstrate that 20 jobs per acre would still be achieved with their proposed change.

In several commercial zones residential development such as apartments, live/work units, and residences associated with a business are currently allowed with limitations. [CMC 18.07.030-Table 1](#), provides a list of allowed residential types in each of the five commercial zones, with some zones prohibiting a particular type where others allow it. The exception to this jumble of allowances is the MX Zone, which permits all residential development types, with only apartments/multifamily requiring conditional use approval. With that said, the mixed use zone is also the only commercial zone that limits residential density (refer to [CMC 18.09.030](#)). The applicant’s original proposal to commercial zones did not limit residential units per acre. The current proposal recommends adding a footnote 15 to limit residential density to 10 dwelling units per acre.



Prior to code amendments in 2017 (Ord. 17-013) residential development in commercial zones were largely limited to Mixed Use Planned Developments or in the Downtown Commercial zone. In 2017, Footnote 10 allowed mixed use development on properties over 10 acres with an approved development agreement. In most part, the city’s commercial and industrial zones (employment areas) continue to limit residential uses in favor of protecting those lands for jobs.

Camas 2035 did not anticipate providing services (utilities, transportation, parks, schools, or public safety) to the commercial areas at levels that are required within residential areas. The demand for public services such as parks, schools and emergency services vary between areas developed residentially than those areas developed for employment uses. For example, the city’s 2014 Parks, Recreation and Open Space Comprehensive Plan has goals and policies that are focused on serving residential areas and does not include a goal for serving industrial and commercial areas. *“Locate neighborhood parks convenient to all residents of Camas. Residents should have a neighborhood park or connection to the trail system available within about ½ mile of their homes”* (PROS Plan, Goal 2).

The application proposed additional use limitations with a new Footnote 14. Staff has not analyzed the effects of this new proposal. The City must ensure that the uses currently allowed (CMC Ch. 18.07 Use Authorization) within the RC, CC, and NC zoning that would be compatible with residential development. It is also unknown whether the expansion of mixed use residential developments would deter future employers from locating in the city without outreach and discussion with area employers.

CRITERIA OF APPROVAL – CMC 18.51.030	Finding
A. Impact upon the city of Camas comprehensive plan and zoning code;	Residential development above the ground floor is allowed in the DC and MX zones (110 acres). The amendment would allow residential development on upper floors in the remaining commercial zones (RC, NC, CC) for parcels that are 2.5 acres or less.
B. Impact upon surrounding properties, if applicable;	The applicant did not address the impacts to adjacent employment lands, as not all businesses are compatible with residential uses. It is unknown whether this change would deter businesses from locating in Camas.
C. Alternatives to the proposed amendment; and	The original proposed amendment would have affected 845 acres of commercially zoned land. The alternative will potentially affect 79 acres (commercial properties under 2.5 acres).
D. Relevant code citations and other adopted documents that may be affected by the proposed change.	The proposal would change CMC 18.07.030 along with the following comprehensive plan documents: City of Camas Transportation Plan; Camas Park, Recreation and Open Space Plan; and the applicable School District Capital Facilities Plans.

Planning Commission Recommendation

Planning Commission conducted a public hearing and forwarded a recommendation of denial to City Council.



Contact: Olson Engineering, Inc. Attn: Mike Odren
 222 E. Evergreen Blvd.
 Vancouver, WA 98660
 (360) 695-1385
 mikeo@olsonengr.com

Community Development Department | Planning
 616 NE Fourth Avenue | Camas, WA 98607
 (360) 817-1568
 communitydevelopment@cityofcamas.us

General Application Form

Case Number: MC20-02

Applicant Information

Applicant/Contact: Chad and Hollie Sessions Phone: (360) 921-2423

Address: 5410 NW 38th Avenue chad@rlregroup.com
Street Address E-mail Address
 Camas WA 98607
City State ZIP Code

Property Information

Property Address: Application is non-site specific.
Street Address County Assessor # / Parcel #

City State ZIP Code

Zoning District Site Size

Description of Project

Brief description: The Applicant requests a City of Camas Municipal Code amendment to allow second-story residential uses in the Neighborhood Commercial, Community Commercial and Regional Commercial zoning districts.

Are you requesting a consolidated review per CMC 18.55.020(B)? YES NO

Permits Requested: Type I Type II Type III Type IV, BOA, Other

Property Owner or Contract Purchaser


Owner's Name: Application is non-site specific. Phone: ()
Last First

Street Address Apartment/Unit #

E mail Address: City State Zip

Signature

I authorize the applicant to make this application. Further, I grant permission for city staff to conduct site inspections of the property.

Signature:  Date: 9/30/20

Note: If multiple property owners are party to the application, an additional application form must be signed by each owner. If it is impractical to obtain a property owner signature, then a letter of authorization from the owner is required.

Date Submitted: 10/6/2020	Pre-Application Date:	pd. ✓ 3,289.00 Validation of Fees
Sutherland	Related Cases #	
<input type="checkbox"/> Electronic Copy Submitted		

Revised: 01/22/2019

Application Checklist and Fees (updated on January 1, 2020)

◊ Annexation	\$849 - 10% petition; \$3,608 - 60% petition	001-00-345-890-00	\$
◊ Appeal Fee		001-00-345-810-00	\$392.00
◊ Archaeological Review		001-00-345-810-00	\$135.00
◊ Binding Site Plan	\$1,848. + \$24 per unit	001-00-345-810-00	\$
◊ Boundary Line Adjustment		001-00-345-810-00	\$101.00
◊ Comprehensive Plan Amendment		001-00-345-810-00	\$5,729.00
◊ Conditional Use Permit			
Residential	\$3,360 + \$103 per unit	001-00-345-810-00	\$
Non-Residential		001-00-345-810-00	\$4,256.00
◊ Continuance of Public Hearing		001-00-345-810-00	\$515.00
◊ Critical or Sensitive Areas (fee per type)		001-00-345-810-00	\$762.00
<small>(wetlands, steep slopes or potentially unstable soils, streams and watercourses, vegetation removal, wildlife habitat)</small>			
◊ Design Review			
Minor		001-00-345-810-00	\$426.00
Committee		001-00-345-810-00	\$2,335.00
◊ Development Agreement	\$862 first hearing; \$530 ea. add'l hearing/continuance	001-00-345-810-00	\$
◊ Engineering Department Review - Fees Collected at Time of Engineering Plan Approval			
Construction Plan Review & Inspection	(3% of approved estimated construction costs)		
Modification to Approved Construction Plan Review	(fee shown for information only)		\$415.00
Single Family Residence (SFR) - Stormwater Plan Review	(fee shown for information only)		\$205.00
Gates/Barrier on Private Street Plan Review	(fee shown for information only)		\$1,024.00
◊ Fire Department Review			
Short Plat or other Development Construction Plan Review & Insp.		115-09-345-830-10	\$280.00
Subdivision or PRD Construction Plan Review & Inspection		115-09-345-830-10	\$348.00
Commercial Construction Plan Review & Inspection		115-09-345-830-10	\$416.00
◊ Home Occupation			
Minor - Notification (No fee)			\$0.00
Major		001-00-321-900-00	\$68.00
◊ LI/BP Development	\$4,256+ \$40.00 per 1000 sf of GFA	001-00-345-810-00	\$
◊ Minor Modifications to approved development		001-00-345-810-00	\$340.00
◊ Planned Residential Development	\$34 per unit + subdivision fees	001-00-345-810-00	\$
◊ Plat, Preliminary			
Short Plat	4 lots or less: \$1,904 per lot	001-00-345-810-00	\$
Short Plat	5 lots or more: \$7,055 + \$246 per lot	001-00-345-810-00	\$
Subdivision	\$7,055 + \$246 per lot	001-00-345-810-00	\$
◊ Plat, Final			
Short Plat		001-00-345-810-00	\$197.00
Subdivision		001-00-345-810-00	\$2,335.00
◊ Plat Modification/Alteration		001-00-345-810-00	\$1,176.00
◊ Pre-Application [Type III or IV Permits]			
No fee for Type I or II			
General		001-00-345-810-00	\$348.00
Subdivision (Type III or IV)		001-00-345-810-00	\$896.00
◊ SEPA		001-00-345-890-00	\$796.00
◊ Shoreline Permit		001-00-345-890-00	\$1,176.00
◊ Sign Permit			
General Sign Permit (Exempt if building permit is required)		001.00.322.400.00	\$40.00
Master Sign Permit		001.00.322.400.00	\$124.00
◊ Site Plan Review			
Residential	\$1,132 + \$33 per unit	001-00-345-810-00	\$
Non-Residential	\$2,828 + \$67 per 1000 sf of GFA	001-00-345-810-00	\$
Mixed Residential/Non Residential (see below)		001-00-345-810-00	\$
<small>\$3,987 + \$33 per res unit + \$67 per 1000 sf of GFA</small>			
◊ Temporary Use Permit		001-00-321-990-00	\$79.00
◊ Variance (Minor)		001-00-345-810-00	\$683.00
◊ Variance (Major)		001-00-345-810-00	\$1,273.00
◊ Zone Change (single tract) Code Amendment		001-00-345-810-00	\$3,289.00

Adopted by RES 1023 AUG 2005; Revised by RES 1113 SEPT 2007; Revised by RES 1163 OCT 2009; Revised by RES 1204 NOV 2010;
Revised by RES 15-001 JAN 2015; Revised by RES 15-007 MAY 2015; Revised by RES 15-018 DEC 2015; Revised by RES 16-019 NOV 2016;
Revised by RES 17-015 NOV 2017; Revised by RES 18-003 APRIL 2018; Revised by RES 18-013 NOV 2018; Revised by RES 19-018 DEC 2019

Fees reviewed & approved by Planner:

Approved by R. Maul
Initial Date

For office use only

Total Fees Due: \$ 3,289.00



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PROPOSED CITY OF CAMAS CODE AMENDMENT ALLOWING RESIDENTIAL USES IN COMMERCIAL ZONING DISTRICTS

Current Conditions

The City of Camas currently does not allow residential uses within all its commercial zoning districts. The exceptions are as follows:

- Apartment, multifamily development and row houses are permitted in the Downtown Commercial (DC) zoning district pursuant to Footnote 7 as found in CMC 18.07.030 – Table 1 – Commercial and Industrial Land Uses. Footnote 7 states:
Residential uses may be outright permitted if part of a mixed use building, where residential use is not located on the ground level; otherwise it shall be a conditional use.
- Apartment, multifamily development and row houses are permitted in the Community Commercial (CC) and Regional Commercial (RC) zoning districts pursuant to Footnote 10 as found in CMC 18.07.030 – Table 1 – Commercial and Industrial Land Uses. Footnote 10 states:
On tracts ten acres or more, subject to approval by city council of a master plan and development agreement, a mixed use development may be approved provided no less than fifty-one percent of the net developable acreage is committed to commercial uses.
- A residence accessory to and connected with a business is permitted in the Downtown Commercial (DC), Community Commercial (CC) and Regional Commercial (RC) zoning districts.
- Other residential uses, such as adult family homes, assisted living facilities, bed and breakfasts, duplex or two-family dwellings, group homes, home occupation, and housing for the disabled are other housing uses/types that are either permitted or conditional uses within the commercial zoning districts.

Proposal

This proposal is to permit residential uses in the Neighborhood Commercial (NC), Community Commercial (CC), Regional Community (RC) and Downtown Commercial (DC) zoning districts outright, provided that residential uses would be required to be located above the commercial use(s), or as otherwise designed through a Conditional Use Permit. The proposal does not change Footnote 10 in order to allow a larger, mixed-use development such as the Grass Valley Development located on NW 38th Avenue. Allowing residential uses as indicated above meets several goals and policies of the Camas Comprehensive Plan as indicated below.

Compliance with City of Camas Comprehensive Plan

The following is a discussion how allowing residential uses in commercial zoning districts as indicated above furthers the goals and policies of the City of Camas 2035 Comprehensive Plan, Ordinance 16-010, dated June 2016 and the Growth Management Act RCW 36.70A.

Camas Vision Statement

- *Vital, Stable and Livable Neighborhoods indicates providing for a wide range of housing for all ages and income levels.*

Allowing residential uses in commercial zoning districts will further the Camas Vision Statement by providing for additional housing options for all ages and income levels.

Statutory Goals Identified in the Growth Management Act (GMA) RCW 36.70A

- *Housing - Encourage the availability of affordable housing to all economic segments of the population of this state, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock.*

Residential uses in commercial zoning districts will further the GMA goal of promoting a variety of residential densities and housing types.

- *Economic Development- Encourage economic development throughout the state that is consistent with adopted comprehensive plans, promote economic opportunity for all citizens of this state, especially for unemployed and for disadvantaged persons, promote the retention and expansion of existing businesses and recruitment of new businesses, recognize regional differences impacting economic development opportunities, and encourage growth in areas experiencing insufficient economic growth, all within the capacities of the state's natural resources, public services, and public facilities.*

Residential uses in commercial zoning districts will provide for additional economic opportunities not currently allowed under current City of Camas code by providing the following: smaller mixed-use developments conducive for smaller parcels; additional development potential on parcels in areas experiencing insufficient economic growth; and promoting new business prospects.

Land Use

- *1.4 Goals and Policies*
 - *1.4.1 Citywide Land Use*
 - *LU-1.5: Where compatible with surrounding uses, encourage redevelopment or infill development to support the efficient use of urban land.*

Permitting residential uses in commercial zoning districts, in conjunction with commercial (retail/commercial/office) uses, will encourage both redevelopment and infill of undeveloped or underdeveloped parcels, further supporting the efficient use of urban land.

- *1.4.2 Employment Land (Commercial, Industrial, and Business Park)*
 - *LU-2.4: Encourage mixed-use developments (residential and commercial) in order to support adjacent uses and reduce car trips, but not at the expense of job creation.*

Combined commercial and residential uses will further support adjacent stand-alone commercial or residential uses, will reduce car trips, and will provide additional opportunities to further job creation.

- *1.4.5 Residential Mixed-Use Areas*
 - *LU-5.1: Mixed-use developments should be unique to the area in which they are located and encourage small business development, a mix of housing types to ensure affordability, and pedestrian and transit connections, and designed to be sensitive to the natural environment.*

Commercial uses will be further enhanced with the addition of residential uses. This will further promote live-work projects that will supplement small business development, will provide for additional housing types, and will promote direct pedestrian connectivity to both on-site and adjacent commercial uses.

Housing

- *2.4 Goals and Policies*
 - *2.4.1 Citywide Housing Policies*
 - *H-1.3: Encourage use of the optional development codes (e.g., PRD, MXPDP) in order to create a variety of housing types within new developments.*

Residential uses will supplement this policy by further promoting a variety of housing types with new commercial development.

- *H-1.5: Ensure that housing in mixed-use buildings (or developments) will complement the commercial and retail portion of the development and increase local family-wage jobs.*

Housing provided in commercial zoning districts will complement the commercial and retail portion of the development.

- 2.4.2 Affordable Housing
 - H-2.1: Support and encourage a wide variety of housing types throughout the City to provide choice, diversity, and affordability and promote homeownership.

With the allowance for residential uses within commercial zoning districts, the City will further this policy by providing additional choices for housing, a diversification of housing types, and provide affordability options.

Residential Uses in Commercial Zoning Districts in Other Local Jurisdictions

Other local jurisdictions allow residential uses within commercial zoning districts as follows:

- Clark County – Residential uses are permitted uses within the Neighborhood Commercial (NC), Community Commercial (CC) and General Commercial (GC) zones subject to the following:
 - Per CCC Table 40.230.010-1. Uses: *Residential uses are only permitted above the ground floor in commercial zones except for an accessory caretaker, security or manager, or owner residence. The residential uses must be constructed following or in conjunction with the commercial aspects of the proposal. For the purposes of subsection (1)(a) of this table, “commercial uses” are those uses listed in subsections (2), (3), (4), (7), (8), (9), (10), (11), (12), (13), (14), (15) and (18) of this table.* The numbered subsections above include the following:
 - Retail Sales – Food
 - Retail Sales – Restaurants, Drinking Places
 - Retail Sales – Products (Retailers of products created or assembled on-site within an entirely enclosed building)
 - Services – Personal
 - Services – General
 - Services – Lodging Places
 - Services – Medical and Health
 - Services – Professional Office
 - Services – Amusement
 - Services – Educational
 - Services – Membership Organizations
 - Public Services and Facilities

Uses where this is not allowed are as follows:

- Retail Sales and Services – Automotive and Related
- Retail Sales – Building Material and Farm Equipment
- Services – Animal-Related
- Distribution Facilities
- Resource Activities
- Accessory Uses and Activities

- Other Uses – Temporary uses, private use heliports, solid waste handling and disposal sites, marijuana retailer facilities.
 - They are allowed as part of an integrated multi-family/commercial or mixed use structure.
- City of Vancouver - Residential uses are considered limited uses within the Neighborhood Commercial (CN), Community Commercial (CC), General Commercial (CG), City Center (CX), Waterfront Mixed-Use (WX), and Mixed-Use (MX) zoning districts subject to the following:
 - Per VMC Table 20.430.030-1. Commercial and Mixed-Use Districts Use Table Footnote 4: *All or part of residential uses must be located above the ground floor of the structure as specified by VMC [20.430.060\(B\)\(2\)](#) with exception of Community Commercial (CC) zoned properties fronting Broadway Street and located within the Uptown Village District of the Vancouver City Center Subarea Plan (refer to VMC [20.430.020\(B\)](#)).*
 - The housing types allowed are as follows per VMC Table 20.430.030-1:
 - Single Dwelling Units, Attached
 - Duplexes
 - Multi-Dwelling Units
- City of Ridgefield – Multi-family residential uses are limited conditional or limited permitted uses within the Commercial Neighborhood Business (CNB), Commercial Community Business (CCB) and Central Mixed Use (CMU) zoning districts subject to the following:
 - Per RMC 18.205.030 – Limitations:
 - *In the CNB, CCB, and OFF zones, residential uses are allowed conditionally. Residential uses are limited to upper stories and shall achieve a minimum density of eight dwelling units per acre and a maximum density of sixteen dwelling units per acre.*
 - *In the CMU zone ground floor residential is only permitted as part of a horizontal mixed use development. Ground floor residential uses are not permitted for buildings with frontage on Pioneer Street or Main Avenue.*
- City of Battle Ground – Residences of all types are permitted uses within the Regional Center (RC), Downtown (D) Community Center (CC) and Neighborhood Center (NC) zoning districts subject to the following:
 - Per BGMC Table 17.118-1: *Residences of all types, when located on upper floors of commercial buildings.*
 - Per BGMC Table 17.118-1, Footnote 1: *Where residences are located on upper floors, the ground floor must consist of one hundred percent commercial use.*
- City of Washougal – Residential uses are permitted uses within the Convenience Commercial (CV), Community Commercial (CC) and Highway Commercial (CH) zoning districts subject to the following:
 - Per WMC Table 18.32-1 – Uses:
 - *High density multifamily residential within a mixed use development (10 to 16 units/acre, including condominiums and townhouses*), up to 30 units/acre with retail/commercial on first floor and residential above*

- **Townhouses shall also comply with WMC 18.46.200*
- *Mixed commercial and residential use, including professional offices*
- City of La Center – Residential uses are a conditional use within the Downtown Commercial (C-1) zoning district subject to the following:
 - Per LCMC Table 18.150.020 – Uses: *Medium density (integrated multifamily/commercial or mixed-use structure not to exceed 22 residential units per acre)*

While there are a few differences as to whether residential uses are permitted outright, limited or conditional, as well as some requirements for housing density, all the other major jurisdictions in Clark County allow residential uses within their commercial zoning districts.

Proposed Code Language

The following is proposed code language that will allow residential uses within all City of Camas commercial zoning districts:

Revise CMC 18.07.030 – Table 1 – Commercial and industrial land uses to the following:

- Under *Apartment, multifamily development, row houses*, change the following:
 - Change X to P with Footnote 7a (see below) under Neighborhood Commercial (NC).
 - Change X to P with Footnote 7a (see below) under Community Commercial (CC).
 - Change X to P with Footnote 7a (see below) under Regional Commercial (RC).
- Footnote 7a would state the following:

Residential uses may be outright permitted if part of a mixed use building, where residential use is not located on the ground level.
- Keep Footnote 10 for the Community Commercial (CC) and Regional Commercial (RC) zoning districts to allow for larger mixed-use developments.

A density requirement as indicated in a few jurisdictions above would not be proposed nor encouraged, as the City’s requirement for meeting GMA for housing has already been contemplated in the Comprehensive Plan and zoning map.

Summary

As evidenced above, the City of Camas can further several Comprehensive Plan goals and policies by permitting, either outright or conditionally, residential uses within all commercial zoning districts. Additionally, this would align with other local jurisdictions that allow residential uses in commercial zoning districts. Third, this will provide another tool in the belt of the development community to provide unique, smaller-scale mixed-use development opportunities not currently present in the City of Camas.

From: Mike Odren <mikeo@olsonengr.com>
Sent: Tuesday, May 18, 2021 10:08 AM
To: Sarah Fox
Cc: Mike Odren
Subject: Sessions Code Amendment
Attachments: Fwd: Residential Uses in Commercial Zones.eml; Fwd: Residential Uses in Commercial Zones.eml

Good morning, Sarah.

I am following up to our previous conversation regarding amending Camas Municipal Code to allow residential uses in commercial zones. In our discussion, you indicated that an analysis of the affect residential uses would have on schools and parks would be necessary. I have conferred with long range planning staff at both the City of Vancouver (Bryan Snodgrass) and Clark County (Jose Alvarez and Colete Anderson) regarding whether either of those jurisdictions contemplate permitted residential uses in commercial zones in parks or school planning. They both responded that, based on the very small residential development taking place in commercial zones, neither consider the potential impact on schools or parks significant enough to include any analysis in park or school planning. I have provided excerpts from each below and attached the email responses:

Bryan Snodgrass:

Mike

Our last official assumptions in our 2011 Comprehensive Plan are fairly outdated, and did not include assumptions for the amount of residential development occurring on commercial lands per se, but did include redevelopment assumptions citywide, a decent percentage of which are mixed use projects with a significant residential component. See appendix C of the [Plan](#)

More recently, the County committee process to update the buildable lands assumptions is trying to address this issue head on. The group isn't done with its recommendations and we'll see what the County Council ends up adopting, but as part of that I looked at recent residential development on commercial lands in Vancouver, and included it in my [comments](#) back in June, and also included the raw data. I assume the Camas market isn't close to Vancouver in terms of demand for mixed use and apartment development, but I'd also assume its more than in the past.

Hope this helps. BRS

Jose Alvarez:

The VBLM currently doesn't assume any residential development on commercial land unless its Mixed Use. So to the extent that parks, schools and transportation rely on the VBLM there is no data that shows any residential growth or capacity on that land.

Colete Anderson:

The county has had limited multifamily in commercial for over 20 years. The Hwy 99 subarea plan has allowed multifamily outright since 2010. In the Hwy 99 area, all new development is subject to design standards that allows development to provide amenities for the increase in population. The city of Vancouver currently allows a percentage of multifamily in commercially zoned areas that function like a type of horizontal mixed use. Similar to Camas, the county has launched a housing study to determine housing need at a variety of income levels. The scope of this project includes the possibility of allowing the Hwy 99 approach to all county commercial areas in the future.

Forecasting project specific impacts to parks, schools and transportation is part of development review and the collection of fees etc. Schools for example, are notified of a potential development, provide comment, and adjust their capital facility plans.

As can be seen above and further explained in the attached emails, neither jurisdiction has ever really contemplated potential residential uses in commercial zones from a parks, schools or transportation planning standpoint. As you know, impacts from *all* residential uses, regardless of what zone they are in, are addressed through the payment of park, school and transportation impact fees. Additionally, school districts are advised of new residential development through either advisory letters sent to them by developers/developer consultants or through SEPA, so they have advanced notice of new residential development, regardless of zone.

We also discussed limiting the parcel size that would allow second+ story residential uses in commercial zones. This makes sense in that by limiting the parcel size the amount of residential uses would also be limited while also preserving the City's goal of achieving 20 jobs per acre. This goal could be addressed through Site Plan Review for individual projects by providing an analysis of the proposed commercial uses and number of jobs proposed to ensure this goal is preserved.

I performed an analysis of the residential density that might be achieved on a 1.5 acre parcel. The limiting factor in this analysis is meeting the minimum parking requirements for both the commercial and residential uses. The assumptions would be an industry standard of a building footprint generally 25% of the parcel size, which would be an approximately 16,335 square foot building footprint (1.5 acres x 43,560 sf = 65,340 x 25% = 16,335). By basing the parking on 1 stall per 250 square feet of commercial use and 2 stalls per residential unit, only 7-8 units per acre was realized, which would be similar to the R6 zoning district. This falls way short of other Mixed Use development density requirements of 12 units per acre in the City of Vancouver and Clark County for mixed use developments. As such, while the ability to provide a wider range of housing opportunities would be realized, density would be limited by parking.

A few takeaways from the recent Planning Commission work session on the City of Camas' Housing Study are as follows:

- There is a need for a wider variety of housing opportunities.
- Mixed use development could be an option to provide these housing opportunities. Additionally, they would allow for walkability and access to transportation options while still preserving natural areas by combining uses (residential and commercial).
- Camas needs a wider variety of the types of housing they provide, such as vertical housing.
- New strategies should be employed to improve the variety of housing the city provides.
- Housing should focus on reducing commute distances.
- Overly restrictive codes can negatively impact housing affordability and the diversity of housing options.

By allowing limited residential uses in commercial zones (only above the first floor where commercial uses would still be required, no live/work units, limiting the size of the parcel to 1.5 acres), many of these findings from the housing study could be easily realized with just a simple code amendment. Additionally, the limited density that would be realized from such a development would have a de minimis effect on parks, schools and transportation, with each element's impacts addressed through the payment of impact fees. As such, it is respectfully requested that further transportation, school and park analysis not be required as part of the proposed code amendment. Should the city be amenable to this, I will complete the non-project SEPA checklist.

Respectfully,

Mike

Michael Odren, RLA

Landscape Architect, Land Use Planner

Associate Principal

Olson Engineering, Inc.

222 E. Evergreen Boulevard

Vancouver, WA 98660

Office (360) 695-1385

Cell (360) 921-6890

From: Mike Odren <mikeo@olsonengr.com>
Date: Tuesday, May 4, 2021 7:59 AM
To: Mike Odren
Subject: Fwd: Residential Uses in Commercial Zones

----- Forwarded message -----

From: Jose Alvarez <Jose.Alvarez@clark.wa.gov>
Date: Wed, Nov 18, 2020 at 11:44 AM
Subject: RE: Residential Uses in Commercial Zones
To: Mike Odren <mikeo@olsonengr.com>, Colete Anderson <Colete.Anderson@clark.wa.gov>

Mike,

The VBLM currently doesn't assume any residential development on commercial land unless its Mixed Use. So to the extent that parks, schools and transportation rely on the VBLM there is no data that shows any residential growth or capacity on that land.

Through our Buildable Lands update process we are recommending accounting for the commercial development that is occurring within the City of Vancouver. The City has had significant residential development downtown where the CX zoning allows for residential outright, and commercial zones outside of downtown allow for a broader interpretation of mixed use (horizontal, live/work), they have also allowed low-income/affordable housing to be developed in the commercial zones as well.

As Colete mentioned most jurisdictions allow residential above commercial in most of their commercial zones it just doesn't happen so we have not accounted for that in the VBLM. Minimum and maximum densities do not seem to be addressed in those codes.

One of the challenges of assessing impacts is not knowing how much or where the residential will occur on commercial land, specifically.

Why the interest in allowing residential in commercial?



Planner III
COMMUNITY PLANNING

564.397.4898

Jose Alvarez



From: Mike Odren <mikeo@olsonengr.com>
Sent: Wednesday, November 18, 2020 9:46 AM
To: Colete Anderson <Colete.Anderson@clark.wa.gov>
Cc: Jose Alvarez <Jose.Alvarez@clark.wa.gov>; Mike Odren <mikeo@olsonengr.com>
Subject: RE: Residential Uses in Commercial Zones

Thanks, Colete. I look forward to hearing from Jose regarding same.

Best,

Mike

Michael Odren, RLA

Landscape Architect, Land Use Planner

Associate Principal

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Please note that I am currently working from home as our office is currently closed due to the current COVID-19 situation. However, Olson Engineering, Inc. is still open for business! If you need to call, please use my cell number listed above.

Confidentiality Notice: This e-mail message may contain confidential or privileged information. If you have received this message by mistake, please do not review, disclose, copy, or distribute the e-mail. Instead, please notify us immediately by replying to this message or telephoning us. Thank you.

From: Colete Anderson <Colete.Anderson@clark.wa.gov>
Sent: Wednesday, November 18, 2020 9:17 AM
To: Mike Odren <mikeo@olsonengr.com>
Cc: Jose Alvarez <Jose.Alvarez@clark.wa.gov>
Subject: RE: Residential Uses in Commercial Zones

Hi Mike,

Good questions and very complicated as jurisdictions are reevaluating housing needs along with other vital uses.

The county has had limited multifamily in commercial for over 20 years. The Hwy 99 subarea plan has allowed multifamily outright since 2010. In the Hwy 99 area, all new development is subject to design standards that allows of multifamily in commercially zoned areas that function like a type of horizontal mixed use. Similar to Camas, the county has launched a housing study to determine housing need at a variety of income levels. The scope of this project includes the possibility of allowing the Hwy 99 approach to all county commercial areas in the future.

Forecasting project specific impacts to parks, schools and transportation is part of development review and the collection of fees etc. Schools for example, are notified of a potential development, provide comment, and adjust their capital facility plans.

The 20-year periodic update of the comprehensive plan and estimating future needs through the Vacant Buildable Lands Model is at a 300,000 foot level. The county is currently in the process of reviewing the model parameters to establish a better residential/jobs estimate for commercial property based on recent trends. Detailed model specific questions are Jose's to address.

Best regards,
Colete



Colete Anderson
Program Manager II
COMMUNITY PLANNING

564.397.4516



From: Mike Odren <mikeo@olsonengr.com>
Sent: Wednesday, November 18, 2020 7:38 AM
To: Colete Anderson <Colete.Anderson@clark.wa.gov>
Cc: Mike Odren <mikeo@olsonengr.com>
Subject: Residential Uses in Commercial Zones

Good morning, Colete.

I am working on a possible zoning code amendment in the City of Camas to allow limited residential uses in their commercial zones, similar to what Clark County allows in their zoning code. One question that has come up is the impact of allowing residential uses in commercial zones and the possible impact to parks, school and transportation planning. Did/does the county contemplate a certain number of residential units/uses in commercial zones when considering parks plans, proximity to schools/school planning or transportation planning? If so, what are the assumptions Clark County uses when figuring in the number of possible residential units (i.e. units per acre of commercially-zoned parcels)? Or does the county figure any residential uses in commercial zones as a de minimis number that doesn't rise to the level of needing to be considered? Or something in between?

Any assistance you can provide in this regard would be greatly appreciated!

Thanks in
advance!

Mike

-

Michael Odren, RLA

andscape Architect, Land Use Planner
Associate Principal
Olson Engineering, Inc.
22 E. Evergreen Blvd.
Vancouver, WA 98660
(360) 695-1385

From: Mike Odren <mikeo@olsonengr.com>
Sent: Tuesday, May 4, 2021 7:57 AM
To: Mike Odren
Subject: Fwd: Residential Uses in Commercial Zones

----- Forwarded message -----

From: Snodgrass, Bryan <Bryan.Snodgrass@cityofvancouver.us>
Date: Fri, Nov 20, 2020 at 4:45 PM
Subject: RE: Residential Uses in Commercial Zones
To: Mike Odren <mikeo@olsonengr.com>

Mike

Our last official assumptions in our 2011 Comprehensive Plan are fairly outdated, and did not include assumptions for the amount of residential development occurring on commercial lands per se, but did include redevelopment assumptions citywide, a decent percentage of which are mixed use projects with a significant residential component. See appendix C of the [Plan](#)

More recently, the County committee process to update the buildable lands assumptions is trying to address this issue head on. The group isn't done with its recommendations and we'll see what the County Council ends up adopting, but as part of that I looked at recent residential development on commercial lands in Vancouver, and included it in my [comments](#) back in June, and also included the raw data. I assume the Camas market isn't close to Vancouver in terms of demand for mixed use and apartment development, but I'd also assume its more than in the past.

Hope this helps. BRS

From: Mike Odren <mikeo@olsonengr.com>
Sent: Wednesday, November 18, 2020 7:29 AM
To: Snodgrass, Bryan <Bryan.Snodgrass@cityofvancouver.us>
Cc: Mike Odren <mikeo@olsonengr.com>
Subject: Residential Uses in Commercial Zones

CAUTION: This email originated from outside of the City of Vancouver. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning, Bryan.

I am working on a possible zoning code amendment in the City of Camas to allow limited residential uses in their commercial zones, similar to what the City of Vancouver allows in their zoning code. One question that has come up is the impact of allowing residential uses in commercial zones and the possible impact to parks, school and transportation planning. Did/does the city contemplate a certain number of residential units/uses in commercial zones when considering parks plans, proximity to

schools/school planning or transportation planning? If so, what are the assumptions the City of Vancouver uses when figuring the number of possible residential units (i.e. units per acre of commercially-zoned parcels)? Or does the City figure any residential uses in commercial zones as a de minimis number that doesn't rise to the level of needing to be considered? Or something in between?

Any assistance you can provide in this regard would be greatly appreciated!

Thanks in advance!

Mike

Michael Odren, RLA

andscape Architect, Land Use Planner

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Practical expertise. Exceptional results.

August 20, 2021

Sarah Fox
City of Camas Community Development Department
616 NE Fourth Avenue
Camas, WA 98607

RE: Sessions Code Amendment Supplemental Memorandum

Please allow this memorandum, along with the attached exhibits, to serve as a supplement to the previously submitted request to amend Camas Municipal Code to allow residential uses in the Neighborhood Commercial (NC), Community Commercial (CC) and Regional Commercial (RC) zones above the first floor of a commercial building.

Original Submittal

The original application for the zoning code amendment was submitted on behalf of Chad and Hollie Sessions, owners of Real Living, The Real Estate Group. They live at property located at 5410 NW 38th Avenue, Camas, Washington in the RC zoning district. They approached RSV Building Solutions (RSV) with a proposal to build an approximately 20,000 square foot building with a 10,000 square foot first floor for commercial uses and a 10,000 square foot second floor with 6 multi-family units ranging in size from 1,400 square feet to 1,700 square feet so that they could place their business on the ground floor and reside in one of the apartments on the second floor. Upon review of the Camas Municipal Code, it was determined that residential uses in commercial zones (except for the Downtown Commercial zone) were not permitted except on parcels 10 acres and larger with approval of a Mixed-Use Master Plan, Development Agreement, and City Council approval. Discussions between RSV and City of Camas planning staff resulted in guidance to proceed with a request to amend Camas Municipal Code to allow residential uses in commercial zones (except for the Downtown Commercial [DC] zoning district where they are currently permitted) above the ground floor.

The proposed zoning code amendment would revise Camas Municipal Code (CMC) 18.07.030 Table 1 to allow residential uses as an outright permitted use if part of a mixed-use building where the residential use is not located on the ground level. This would mean that residential uses would be required to be above the first floor of a building that has commercial uses on the first floor but would preclude live/work units that contain what would essentially be an apartment or townhome with an office use combined with a residence.

As evidenced with the original submittal, this code amendment would be in compliance with several goals and policies of the City of Camas Comprehensive Plan including, but not limited to, the following:

- Encouraging mixed-use developments (residential and commercial) to support adjacent uses and reduce car trips;
- Encouraging small business development and a mix of housing types to ensure affordability and pedestrian and transit connections;
- Encouraging the use of optional development codes in order to create a variety of housing types within new developments;

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 City of Camas Community Development Department
 August 20, 2021
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- Ensuring that housing in mixed-use buildings or developments will complement the commercial and retail portion of developments and increase local family-wage jobs;
- Encouraging a wide variety of housing types throughout the City to provide a choice, diversity, and affordability.

The original submittal for the amendment also provided a comparison of ALL other local jurisdictions located in Clark County (Clark County, City of Vancouver, City of Ridgefield, City of Battle Ground, City of Washougal, City of La Center) that allow residential uses in commercial zones, primarily above the first floor, as part of a mixed-use building. The City of Camas is the only jurisdiction in Clark County that does not currently allow this type of mixed-use development in commercial zoning districts (with the exception for the DC zoning district as indicated above).

Discussion with City Staff and Subsequent Email

Following a discussion with Sarah Fox, Senior Planner, regarding the potential impacts to transportation, parks and school planning, a subsequent email was sent to Ms. Fox which provided information from long range planning staff from the City of Vancouver and Clark County. Long range planners from both jurisdictions indicated that neither jurisdiction has taken the potential of residential uses in commercial zones into consideration when addressing transportation, park or school planning. Staff indicated that impacts to parks, schools and transportation is part of the development review process with those impacts being addressed through the collection of impact fees. It could also be assumed that these impacts were not contemplated because of the very limited amount of mixed-use development having taken place in either jurisdiction.

Another staff concern was how residential density would be addressed. An analysis was provided in the same email of a typical development showing that with the commercial and residential uses, residential density would be limited by the amount of parking that would be required. The analysis showed that a residential analysis would be in the 7-8 units per acre range, which would be similar to the R6 or MF-10 zoning designations, with the MF-10 zoning designation (the lowest density multi-family zone) having a density range of 6-10 dwelling units per net acre.

Another area of staff's concern, as indicated in the Staff Report in advance of the Planning Commission Hearing, was that an analysis was not provided in the original submittal demonstrating that 20 jobs per acre would still be achieved, which is the assumption the City uses for commercially zoned lands. It should be noted that this proposed code amendment would continue to require ground floor commercial uses. The residential uses would be *in addition to* the commercial uses. Most commercial uses are one-story in nature. The only non-first floor commercial uses are typically office uses or, in the rare instance, restaurant uses. As such, there would not be any impact to the number of jobs that would be realized, nor would there be a loss of potential jobs with this proposed code amendment.

The last item indicated in the Staff Report was that an analysis of potential incompatible commercial uses with residential uses was not originally provided. The use chart in CMC 18.07.030 – Table 1 indicates those uses that are permitted, conditional or prohibited in the NC, CC and RC zoning districts. A review of the use table indicates very few commercial uses that are permitted outright that might be incompatible with residential uses including the following:

- Automobile repair (garage);
- Automobile service station;

Sarah Fox
 City of Camas Community Development Department
 August 20, 2021
 Page 3 of 8

- Boat repair and sales;
- Cabinet and carpentry shop;
- Event center;
- Hospital;
- Laundry/dry cleaning (industrial);
- Manufactured home sales lot;
- Auditorium;
- Golf course/driving range;
- Sports fields;
- Schools (college, elementary, junior and senior high);

It should be noted that all of the above uses, while they may not be compatible with residential uses, would most likely not be part of a mixed-use development anyway. Additionally, the uses listed above are only permitted in the RC zone and are either conditional or prohibited uses in the NC and CC zones (except for hospitals, auditoriums, golf courses/driving ranges and schools). Again, those uses would most likely never be part of a mixed-use building or development. However, in order to ensure that these incompatible uses would not be part of a mixed-use development, a footnote to the original code amendment may be added indicating that these uses are prohibited from being part of a mixed-use development.

Planning Commission Hearing

A Planning Commission hearing was held on this proposed zoning code amendment on June 15, 2021. At the hearing and following a presentation by Sarah Fox of the proposed amendment, commissioners proceeded with a discussion regarding the merits of the proposed zoning code amendment. One of the first questions by Commissioner Hein to Ms. Fox centered around why this was not allowed in the first place. Her explanation focused on Camas' Euclidian-type zoning structure which is based on a separation of uses. Following a short internal discussion among the commissioners, applicant testimony was then provided. During the presentation, I answered several questions regarding the merits of allowing residential uses in commercial zones including, but not limited to, achieving housing goals by providing a diversification of housing types and additional housing options, integration of uses to reduce travel times for commuters, and limiting density based on parking requirements. However, commissioners also had concerns regarding the potential impacts to infrastructure (roads, utilities and parks), worries about building height, and other long-term ramifications of a blanket allowance of residential uses in the above-mentioned commercial zones. In response to the Planning Commission's unanimous denial of the submitted amendment, provided below is a modification to the proposed zoning code amendment to allay concerns raised by the commissioners at the Planning Commission hearing.

Zoning Code Amendment Modification

At the Planning Commission hearing, Ms. Fox indicated that there are approximately 992 acres of commercially zoned property in the City of Camas, with approximately 845 acres contained within the NC, CC and RC zones. Commissioners were concerned about the impacts of a blanket allowance of residential uses in all 845 acres. As such, on behalf of the Applicant, this code amendment is being revised to limit residential uses above the ground floor per the original proposal to **parcels 2.5 acres and smaller**. This will provide for the following:

Sarah Fox
 City of Camas Community Development Department
 August 20, 2021
 Page 4 of 8

- The total acreage of NC, CC and RC zoned parcels in the City of Camas under 2.5 acres is approximately 79.42 acres according to Clark County GIS. Please refer to the spreadsheet provided with this memorandum regarding the parcel number, owner, acreage and zoning.
- Limiting residential uses on NC, CC and RC zoned parcels as originally proposed will affect *less than 10%* of the total NC, CC and RC zoned parcel acreage in the City of Camas. This will further assuage staff and commissioner concerns about the impacts of a blanket allowance of residential uses on all 845 acres of NC, CC and RC zoned parcels.
- By limiting the parcel size, this will reduce any potential negative impacts to infrastructure including, but not limited to, sanitary sewer, water, transportation, schools and parks.
- A benefit of the smaller parcel size will be more compact development similar to those included with this memorandum and explained in further detail later.
- A density range concurrent with the density range of the MF-10 zoning district of 6-10 units per acre is proposed to limit the allowed density of any particular development. Should all 79.42 acres of NC, CC and RC zoned parcels 2.5 acres and smaller in size develop to the maximum density of 10 units per acre, a total of 794 multi-family units could be realized as opposed to 8,450 multi-family units should there not be a limitation on parcel size permitting mixed-use developments.
- A building height limit of 35 feet is now proposed consistent with the MF-10 zoning district. This will limit buildings to three stories, with only two stories maximum for multi-family residential units.

Impacts to Infrastructure

Much of the discussion at the Planning Commission hearing focused around the potential impacts to utilities and infrastructure. The Staff Report to the Planning Commission indicates the following:

Camas 2035 did not anticipate providing services (utilities, transportation, parks, schools, or public safety) to the commercial areas at levels that are required within residential areas. The demand for public services such as parks, schools and emergency services vary between areas developed residentially than those areas developed for employment uses.

Provided below is a further analysis of how existing utilities, transportation, parks and schools might be affected by allowing residential uses in commercial zones.

Sanitary Sewer

A review of the City of Camas General Sewer/Wastewater Facility Plan, as prepared by Gray & Osborne, Inc., dated May 2007 and revised November 2009 and November 2011, is such that it is based on a proposed population projections, planning and land use. However, it is the proposed population projection that provides the basis for sanitary sewer and wastewater planning (except for industrial uses). While land use was contemplated in the analysis, it was the population growth component that the analysis focused on in determining current and future wastewater needs for the city. As such, and with what would be anticipated to be a low percentage of the commercially zoned parcels under 2.5 acres including residential uses in future development, the impact to the City's sanitary sewer system would be de minimis. Additionally, sanitary sewer

Sarah Fox
 City of Camas Community Development Department
 August 20, 2021
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system development charges would be assessed, as with any development, to offset the impacts from any particular use.

It should be noted that while there would be a slight increase in sewerage effluent from multi-family residential uses vs. general office uses, there would be a slight decrease in sewerage effluent from multi-family residential uses vs. restaurant uses as typical non-ground floor commercial uses.

Schools

A study provided by the National Association of Home Builders, dated February 1, 2017, included with this submittal indicates that there would be an average of 33.5 children per 100 units of renter-occupied multi-family units. Should all NC, CC and RC zoned parcels 2.5 acres and smaller in size develop to the maximum density of 10 units per acre, this would result in an approximate average of 266 new students. The Camas School District Capital Facilities Plan 2015-2021 indicates that a total projected enrollment in K-12 for the 2021 school year would be 7,614 students. This would only result in an increase of 3.5% of the previously projected Camas School District enrollment for the past year. This would be a worst case scenario and it is highly unlikely that all NC, CC and RC zoned parcels 2.5 acres and smaller in size would develop with a full density multi-family residential component, so the actual percentage would be significantly less than 3.5%.

School districts consider existing and proposed development when planning for future schools. The districts also make decisions as to where to allocate school impact fee funds. Based on the anticipated low percentage of the vacant or underutilized commercially zoned parcels under 2.5 acres including residential uses in future development, and based on the even smaller percentage of these multi-family units containing school aged children as indicated above, the impact to schools and school planning would be de minimis. As with any residential development, school impact fees would be assessed to any residential use, regardless of what zone they are located in, to offset those impacts.

Parks

During the Planning Commission hearing, staff's concerns regarding how this code amendment might affect park planning was addressed. In the Staff Report, staff indicates the following:

Per the city's 2014 Parks, Recreation and Open Space Comprehensive Plan, "Locate neighborhood parks convenient to all residents of Camas. Residents should have a neighborhood park or connection to the trail system available within about ½ mile of their homes?"

Testimony was provided at the Planning Commission hearing that the Clark County Parks, Recreation & Open Space Plan (page 18) and the Vancouver Comprehensive Parks, Recreation and Natural Areas Plan (page 45) have the same requirement for the placement of neighborhood parks. Yet, based on discussions with long range planning staff at both jurisdictions (as previously submitted), the potential residential uses that could potentially be developed in commercial zones was not taken into consideration for parks planning purposes. Based on the anticipated low percentage of the vacant or underutilized commercially zoned parcels under 2.5 acres including residential uses with new development, the impact to parks and parks planning would be de minimis.

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Transportation

Please find below a trip comparison of second plus story multi-family uses compared with general office or restaurant uses as typical non-first floor commercial uses as provided by Todd Mobley, PE, with Lancaster Mobley, a local transportation engineering firm:

Trip Characteristics

Providing a mix of residential and commercial uses can benefit the transportation system significantly. Mixed-use projects introduce an "internal capture" of trips by allowing patronage of multiple land uses without ever leaving the site. This serves to reduce external trip generation. Depending on the size and mix of uses, this reduction can be approximately 20 percent. Even compared to neighborhood-scale retail in a walkable residential neighborhood, mixed-use projects can offer significant benefits relative to land-use efficiency and reduced trip impacts.

Number of Trips

In comparing the trip generation of residential and commercial uses in this context, it is helpful to compare multi-family trip rates with office uses, which are commonly what would be constructed for projects of this nature. To the extent there were second-floor restaurants or similar uses, the commercial trip generation would be higher than what is compared here.

As on-site parking requirements become a limiting factor for sites that are 2.5 acres or less, residential density becomes limited to approximately seven to eight dwelling units per acre, with a potential maximum of 10 units per acre. Assuming a building on a two-acre site and the upper end of residential density, that would equate to 16-20 dwelling units. With a 25 percent lot coverage, this building would have a footprint, and therefore an approximate area of second-floor office, of 21,780 sf.

Using land-use codes 220 Multifamily Housing (Low-Rise), and 710 General Office Building from the ITE Trip Generation Manual, the commercial use of the second floor would generate over twice as many trips as a multi-family use, with an increase of approximately 107% over the course of a typical weekday and an increase of 125% during the evening peak hour.

Proposed Projects

As indicated earlier, the proposed zoning code amendment is being submitted on behalf of Chad and Hollie Sessions for their ability to develop a mixed-use building on their existing RC zoned parcel where they currently reside in a single-family residence. Provided with this memorandum are plans showing how their property would be developed (Exhibits 4-10). As you can see, the project would still be commercial in nature and aesthetic, with the proposed building located adjacent to NW 38th Avenue.

Another proposed project this would affect would be a proposed mixed-use development at the northwest corner of the intersection of NW Brady Road and NW 16th Avenue. This site would be developed with pedestrian-

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friendly mixed-use buildings that would include commercial uses on the ground floor and multi-family residential uses on the second story located along the road frontages (Exhibits 11-24). This type of development, similar to the one proposed by Chad and Hollie Sessions, would allow for business owners or employees to reside within the same building in which they work, would reduce vehicular trips, and would meet many of the Land Use and Housing goals and policies of the City of Camas Comprehensive Plan. Alternatively, Exhibits 22-24 show how the Brady Road site would develop as a standard commercial center with a fueling facility, drive through restaurant and multi-tenant retail building as allowed under current zoning. Should the proposed zoning code amendment not be approved by the City Council, a development reflecting those uses may be sought for this site.

Code Amendment Proposal Request

Based on the above, it is respectfully requested that the City of Camas City Council approve the proposed zoning code amendment subject to the following:

Revise CMC 18.07.030 – Table 1 – Commercial and industrial land uses to the following:

- Under *Apartment, multifamily development, row houses*, change the following:
 - Change X to P with Footnote 7a (see below) under Neighborhood Commercial (NC).
 - Change X to P with Footnote 7a (see below) under Community Commercial (CC).
 - Change X to P with Footnote 7a (see below) under Regional Commercial (RC).
- Footnote 7a would state the following:

Residential uses may be outright permitted if part of a mixed use building, where residential use is not located on the ground level.
- Keep Footnote 10 for the Community Commercial (CC) and Regional Commercial (RC) zoning districts to allow for larger mixed-use developments.
- Add Footnote 12 indicating that residential uses may only be permitted above the ground floor of a mixed-use building.
- Add Footnote 13 indicating that mixed-use buildings containing multi-family residential uses shall only be permitted on site 2.5 acres and smaller.
- Add Footnote 14 indicating that the following uses shall not be part of a mixed-use development:
 - Automobile repair (garage);
 - Automobile service station;
 - Boat repair and sales;
 - Cabinet and carpentry shop;
 - Event center;
 - Hospital;
 - Laundry/dry cleaning (industrial);
 - Manufactured home sales lot;
 - Auditorium;
 - Golf course/driving range;
 - Sports fields;
 - Schools (college, elementary, junior and senior high);

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- Add Footnote 15 indicating that the residential density shall not exceed that of the MF-10 zoning district, or 10 dwelling units per acre.
- Add Footnote 16 indicating that the maximum building height shall be 35 feet, matching that of the MF-10 zoning district.
- Add Footnote 17 indicating that live/work units are not permitted.

Please let me know if you have any questions.

Respectfully,



Michael Odren, RLA
Landscape Architect, Land Use Planner
Associate Principal

Attachments:

- Exhibit 1 – CMC 18.07.030 – Table 1 – Commercial and industrial land uses
- Exhibit 2 – National Association of Home Builders Study
- Exhibit 3 – Sessions Zoning Code Amendment NC, CC & RC Zoned Parcels <2.5 Acres Table
- Exhibits 4-10 – Real Living Mixed Use Development Plans and Renderings
- Exhibits 11-24 - Brady Road Development Plans and Renderings

18.07.030 - Table 1—Commercial and industrial land uses.

Item 3.

KEY: P = Permitted Use

C = Conditional Use

X = Prohibited Use

T = Temporary Use

Zoning Districts	NC	DC	CC	RC	MX	BP	LI/BP	LI	HI
Commercial Uses									
Animal kennel, commercial boarding ⁶	X	X	X	P ₁₁	X	P ₁₁	X	P ₁₁	P ₁₁
Animal shelter ⁶	X	X	X	C	X	C	X	C	P
Antique shop ⁶	P	P	P	P	P	C	X	X	P
Appliance sales and service ⁶	X	P	P	P	P	P	X	C	P
Automobile repair (garage) ⁶	X	P	C	P	X	P	X	P	P
Automobile sales, new or used ⁶	X	P	X	P	X	P	X	P	P
Automobile service station ⁶	X	P	C	P	X	P	X	P	P
Automobile wrecking ⁶	X	X	X	X	X	X	X	X	C
Bakery (wholesale) ⁶	X	X	X	P	X	P	P ⁵	P	P
Bakery (retail) ⁶	P	P	P	P	P	P	P ⁵	P	P
Banks, savings and loan	X	P	P	P	P	P	P ⁵	P	P
Barber and beauty shops ⁶	P	P	P	P	P	P	P ⁵	P	P
Boat building ⁶	X	X	X	C	X	C	X	C	P
Boat repair and sales ⁶	X	P	X	P	X	P	X	P	P

Book store ⁶	C	P	P	P	P	P	P ⁵	P	Item 3.
Bowling alley/billiards ⁶	X	P	X	P	P	P	X	P	P
Building, hardware and garden supply store ⁶	X	P	C	P	P	P	X	P	P
Bus station ⁶	X	C	C	P	C	P	X	P	P
Cabinet and carpentry shop ⁶	X	P	C	P	C	P	P ⁵	P	P
Candy; confectionery store ⁶	P	P	P	P	P	P	P ⁵	P	P
Cemetery ⁶	X	X	X	C	X	X	X	C	P
Clothing store ⁶	C	P	P	P	P	P	X	P	P
Coffee shop, cafe ⁶ or kiosk	P	P	P	P	P	P	P ⁵	P	P
Convention center ⁶	X	P	X	C	C	P	P	C	X
Day care center ⁶	C	P	P	C	P	C	P ⁵	C	C
Day care, adult	P	P	P	P	P	P	P	P	P
Day care, family home ⁶	P	P	P	P	P	X	P ⁵	P	X
Day care, mini-center ⁶	P	P	P	P	P	P	P ⁵	P	X
Delicatessen (deli) ⁶	P	P	P	P	P	P	P ⁵	P	P
Department store ⁶	X	P	C	P	P	P	X	P	X
Electric vehicle battery charging station and rapid charging stations	P	P	P	P	P	P	P	P	P
Equipment rental ⁶	C	P	C	C	C	P	P ⁵	P	P

Event center	X	P	C	P	C	P	P	P	Item 3.
Feed store ⁶	X	X	X	P	X	C	X	P	P
Fitness center/sports club ⁶	X	P	P	P	P	P	P ⁵	P	P
Florist shop ⁶	P	P	P	P	P	P	P ⁵	P	X
Food cart/food truck/ food delivery business ⁶	C	P	C	P	C	P	C	P	X
Furniture repair; upholstery ⁶	X	P	C	P	P	P	X	P	P
Furniture store ⁶	X	P	C	P	P	P	X	P	X
Funeral home ⁶	X	P	C	P	P	X	X	X	X
Gas/fuel station ⁶	X	P	C	P	X	P	X	P	P
Gas/fuel station with mini market ⁶	X	P	C	P	X	P	X	P	P
Grocery, large scale ⁶	X	P	C	P	P	C ⁸	X	P	P
Grocery, small scale ⁶	P	P	C	P	P	P	X	P	P
Grocery, neighborhood scale ⁶	P	P	P	P	P	P	P ⁵	P	X
Hospital, emergency care ⁶	X	C	P	P	P	P	X	P	X
Hotel, motel ⁶	X	C	C	P	P	P	X	P	X
Household appliance repair ⁵	X	P	C	P	P	P	X	P	P
Industrial supplies store ⁶	X	P	X	C	C	C	X	C	P
Laundry/dry cleaning (industrial)	X	X	X	P	X	X	X	P	P
Laundry/dry cleaning (retail) ⁶	P	P	P	P	P	P	P ⁵	P	P

Laundry (self-serve)	P	P	P	P	P	P	X	P	Item 3.
Liquor store ⁶	X	P	C	P	C	C	X	C	C
Machine shop ⁶	X	X	C	C	C	C	P ⁵	C	P
Marijuana processor	X	X	X	X	X	X	X	X	X
Marijuana producer	X	X	X	X	X	X	X	X	X
Marijuana retailer	X	X	X	X	X	X	X	X	X
Medical or dental clinics (outpatient) ⁶	C	P	P	P	P	P	P ⁵	P	P
Mini-storage/vehicular storage ⁶	X	X	X	X	X	X	X	P	P
Manufactured home sales lot ⁶	X	X	X	P	X	X	X	P	P
Newspaper printing plant ⁶	X	P	C	C	X	X	X	P	P
Nursery, plant ⁶	X	P	C	C	C	C	X	C	P
Nursing, rest, convalescent, retirement home ⁶	C	P	P	P	P	X	X	X	X
Office supply store ⁶	X	P	P	P	P	X	P ⁵	P	P
Pawnshop ⁶	X	X	X	X	X	X	X	C	C
Parcel freight depots ⁶	X	P	X	P	X	P	P ⁵	P	P
Permanent supportive housing	C	P	X/P ₁₀	X/P ₁₀	P	X	X	X	X
Pet shops ⁶	X	P	P	P	P	P	X	P	C
Pharmacy ⁶	X	P	P	P	P	P	P ⁵	P	P

Photographic/electronics store ⁶	X	P	P	P	P	P	P ⁵	P	Item 3.
Plumbing, or mechanical service ⁶	X	X	X	P	C	P	X	P	P
Printing, binding, blue printing ⁶	C	P	P	P	P	P	P ⁵	P	P
Professional office(s) ⁶	C	P	P	P	P	P	P	P	P
Public agency ⁶	C	P	P	P	P	P	P	P	P
Real estate office ⁶	C	P	P	P	P	P	T	P	P
Recycling center ⁶	X	X	X	X	X	X	X	P	P
Recycling collection point ⁶	T or C	P	T or C	T or C	C	C	P ⁵	P	P
Recycling plant ⁶	X	X	X	X	X	X	X	C	P
Research facility ⁶	X	P	C	C	X	P	P	P	P
Restaurant ⁶	C	P	P	P	C	P	P ⁵	P	P
Restaurant, fast food ⁶	X	P	C	P	C	P	P ⁵	P	P
Roadside produce stand ⁶	T	T	T	T	C	X	T	T	T
Sand, soil, gravel sales and storage ⁶	X	X	X	X	X	X	X	C	P
Second-hand/consignment store ⁶	C	P	P	P	P	P	X	P	P
Sexually oriented business ^{1,5}	X	X	X	X	X	X	P	X	X
Shoe repair and sales ⁶	P	P	P	P	P	P	X	P	P
Smoke shop/head shop ⁹	X	X	P	P	X	X	X	X	X

Stock broker, brokerage firm	P	P	P	P	P	P	P	P	P	Item 3.
Specialty goods production (e.g. brew pub)	P	P	P	P	P	P	P	P	P	
Taverns ⁶	X	P	C	P	C	P	X	P	P	
Theater, except drive-in ⁶	X	P	C	P	P	P	X	P	P	
Truck terminals ⁶	X	C	X	C	X	X	X	C	P	
Veterinary clinic ⁶	X	P	C	P	P	P	X	P	P	
Warehousing, wholesale and trade ⁶	X	X	X	C	C	P	P ⁵	P	P	
Warehousing, bulk retail ⁶	X	X	X	C	C	X	X	P	P	
Manufacturing and/or processing of the following:										
Cotton, wool, other fibrous material	X	X	X	X	X	P	X	P	P	
Food production or treatment	X	X	X	C	C	P	X	P	C	
Foundry	X	X	X	X	X	X	X	C	C	
Furniture manufacturing	X	P	X	X	C	C	X	P	P	
Gas, all kinds (natural, liquefied)	X	X	X	X	X	X	X	X	C	
Gravel pits/rock quarries	X	X	X	X	X	X	X	C	P	
Hazardous waste treatment—Off-site	X	X	X	X	X	X	X	X	P	
Hazardous waste treatment—On-site	X	X	X	X	X	X	X	X	P	
Junkyard/wrecking yard	X	X	X	X	X	X	X	X	C	
Metal fabrication and assembly	X	X	X	X	X	C	X	X	P	

Hazardous waste treatment—On-site	X	X	X	X	X	X	X	X	Item 3.
Paper, pulp or related products	X	X	X	X	X	X	X	X	P
Signs or other advertising structures	X	X	X	C	C	C	P	C	P
Electronic equipment	X	P	X	X	X	X	P	P	P
Industrial Uses									
High-tech industry	X	P	X	X	P	P	P ²	X	X
Manufacturing of miscellaneous goods (e.g. musical instruments, toys, vehicle parts)	X	X	X	X	C	X	X	P	P
Optical goods	X	C	C	C	C	P	P ⁵	P	P
Packaging of prepared materials	X	X	C	P	C	C	P ⁵	C	P
Scientific and precision instruments	X	P	X	X	X	P	P	P	P
Recreational, Religious, Cultural Uses									
Auditorium ⁶	C	P	P	P	P	P	X	P	P
Community club ⁶	C	P	P	P	P	P	X	P	P
Church ⁶	P	P	P	P	P	P	X	P	P
Golf course/driving range ⁶	P	X	P	P	X	P	P ⁵	P	P
Library ⁶	C	P	P	P	P	P	X	P	P
Museum ⁶	C	P	P	P	P	P	X	P	P
Recreational vehicle park ⁶	X	X	X	C	X	X	X	P	P

Open space ⁶	P	P	P	P	P	P	P	P	P	Item 3.
Park or playground	P	P	P	P	P	P	P	P	P	
Sports fields ⁶	C	X	P	P	P	P	X	P	P	
Trails	P	P	P	P	P	P	P	P	P	
Educational Uses										
College/university ⁶	P	P	P	P	P	P	X	P	P	
Elementary school ⁶	P	P	P	P	P	P	X	P	P	
Junior or senior high school ⁶	P	P	P	P	P	P	X	P	P	
Private, public or parochial school ⁶	P	P	P	P	P	P	X	P	P	
Trade, technical or business college ⁶	P	P	P	P	P	P	P	P	P	
Residential Uses										
Adult family home	C	P	P	X	P	X	X	X	X	
Assisted living	C	P	P	X/P 10	P	X	X	X	X	
Bed and breakfast	P	P	P	X	P	X	X	X	X	
Designated manufactured home	X	X	X	X	P	X	X	X	X	
Duplex or two-family dwelling	X	C/P	X	X	P	X	X	X	X	
Group home	C	P	P	X	P	X	X	X	X	
Home occupation	P	P	P	X/P 10	P	X	X	X	X	
Housing for the disabled	P	P	P	X/P 10	P	X	X	X	X	

Apartment, multifamily development, row houses	X	C/P	X/P	X/P	C	X	X	X	X	Item 3.
Residence accessory to and connected with a business	P	P	P	X/P	P	X	X	X	X	
Single-family dwelling	X	X	X	X	P	X	X	X	X	
Communication, Utilities and Facilities										
Electrical vehicle infrastructure	P	P	P	P	P	P	P	P	P	
Wireless communications facility	Refer to <u>Chapter 18.35</u>									
Facilities, minor public	P	P	P	P	C	P	P	C	P	
Facility, essential ⁶	X	X	C	C	C	C	P	C	C	
Railroad tracks and facilities ⁶	C	X	C	C	C	X	X	C	C	
Temporary Uses										
Temporary sales office for a development ⁴	T	T	T	T	T	T	T	T	T	

Notes:

1. See CMC Chapter 5.36 Sexually Oriented Businesses for additional regulations for siting sexually oriented business facilities.
2. Similar uses are permitted in the zone district only at the discretion of the community development director or designee.
3. Reserved.
4. See CMC Chapter 18.47 "Temporary Uses" for additional regulations.
5. See secondary use provisions of LI/BP zone.

6. See CMC Chapter 18.19 "Design Review" for additional regulations. CMC Chapter 18.19 is not applicable to development in the LI/BP zone. Item 3.
7. Residential uses may be outright permitted if part of a mixed use building, where residential use is not located on the ground level; otherwise it shall be a conditional use.
8. If grocery store is less than one hundred thousand square feet then use is outright permitted. If one hundred thousand square feet or over then a conditional use permit is required.
9. A. Must be sited a minimum one thousand feet of the perimeter of the grounds of any elementary or secondary school, playground, recreation center or facility, child care center, public park, public transit center, or library, or game arcade to which is not restricted to persons twenty-one years or older as defined in WAC 314-55-010 on June 20, 2015;
- B. The business shall post clear signage in a conspicuous location near each public entrance stating no person under the age of twenty-one may enter the premises; and
- C. No smoke shop/head shop subject to this note shall be located within five miles of an existing lawfully established smoke shop/head shop. All measurements under (A) and (C) shall be measured from the nearest property line of the property on which the use is proposed to the nearest property line of an existing business utilizing Clark County GIS.
10. On tracts ten acres or more, subject to approval by city council of a master plan and development agreement, a mixed use development may be approved provided no less than fifty-one percent of the net developable acreage is committed to commercial uses.
11. Conditional use permit is required if facilities for kennels are proposed outdoors.

(Ord. 2515 § 1 (Exh. A (part)), 2008; Ord. 2443 § 3 (Exh. A (part)), 2006)

(Ord. No. 2545, § III, 5-4-2009; Ord. No. 2547, § IV(Exh. D), 5-18-2009; Ord. No. 2584, § II, 5-3-2010; Ord. No. 2612, § I(Exh. A), 2-7-2011; Ord. No. 2656, § I(Exh. A), 7-16-2012; Ord. No. 2667, § III, 12-17-2012; Ord. No. 2672, § II(Exh. B), 1-22-2013; Ord. No. 2691, § I(Exh. A), 1-21-2014; Ord. No. 2712, § 2, 10-20-2014; Ord. No. 2720, § I(Exh. A), 12-15-2014; Ord. No. 15-012, § II(Exh. B), 8-17-2015; Ord. No. 15-023, § II, 11-16-2015; Ord. No. 15-024, § II, 11-16-2015; Ord. No. 17-013, § I(Exh. A), 10-2-2017; Ord. No. 19-012, § II(Exh. A), 11-4-2019; Ord. No. 21-004, § II(Exh. A), 3-15-2021)



Only 41 Children for Every 100 Housing Units in the U.S., on Average

February Special Study for HousingEconomics.com
By Carmel Ford

BACKGROUND

In discussions regarding new residential development, a longstanding misconception often arises: these developments attract households with many school age children, which can result in overcrowded schools and inflated local education budgets.

In the US, some local governments charge builders impact fees to cover infrastructure costs associated with the estimated number of children in new developments entering the public education system. Twenty-nine out of the 50 states have legislation allowing for local governments to impose fees based on this criteria.¹ For this reason, builders have an interest in ensuring that the number of children associated with each residential development type is accurately estimated. Producing estimates of the number of children in new developments is also beneficial for local governments so they can better reconcile local education costs.²

Using the US Census Bureau's 2015 American Community Survey, The National Association of Home Builders' (NAHB) calculated, on average, how many school age children (defined as children between the ages of 5 and 18) live in different types of residential developments, including single-family and multifamily developments. Calculations of the average number of children in different residential units is also analyzed by household characteristics, such as mobility and tenure. The data findings are described throughout this special study.

¹ http://www.impactfees.com/publications%20pdf/state_enabling_acts.pdf

² <http://www.capenet.org/facts.html>. Data from the 2013-2014 school year shows that on average, about 10 percent of US children are enrolled in private school. This should be accounted for when calculating the marginal cost of a school age child entering a local public school system.

FINDINGS

Table 1 shows the tabulation of the number of school age children by residential development type and by different household characteristics. Most evident from the data is that, on average, there is less than one child in homes of all types: 41.1 children per 100 housing units. The following are other key findings from **Table 1**.

- Owner-occupied units have fewer children than renter-occupied units: 45.6 children per 100 owner-occupied units compared to 49.6 children per 100 renter-occupied units.
- For most residential types, there are fewer children in new construction compared to in existing units. In newly constructed single-family attached units there is an average of only 30.2 children per 100 units, compared to 45.2 per 100 existing units. In newly constructed multifamily developments, there is an average of 21.9 children per 100 units, compared to 26.3 per 100 existing units.
- Large multifamily developments have fewer children: for multifamily developments with 20+ units, the average number of children living in them is only 16.7 per 100 units, compared to multifamily developments with 2 to 4 units, which have 35.7 children per 100 units.

Other findings from this study show that:

- Multifamily units with 1 bedroom or less have the least amount of children compared to multifamily units with more bedrooms: 7.7 children per 100 one bedroom multifamily units, compared to 71.6 children per 100 three or more bedroom multifamily units.
- A regional breakdown shows that, on average, many states in the Northeast region, including Vermont, Maine, and New Hampshire, have the fewest number of children living in housing units.

Table 1.
Average Number of School Age Children per 100 Housing Units
By Structure Type

	Type of Structure			
	All	Single-Family Detached	Single-Family Attached	Manufactured Housing
All Housing Units	41.1	47.8	38.3	38.3
All Occupied Units	46.9	53.5	42.7	48.6
Recent Movers	42.9	62.4	44.9	53.4
Into New Construction	47.1	61.5	30.2	59.8
Into Existing Units	42.8	62.4	45.2	53.2
Non-Movers	47.5	52.7	42.3	48.0
Owner Occupied Units	45.6	48.7	29.8	43.0
Recent Movers	46.4	52.1	24.7	44.3
Into New Construction	56.0	60.8	24.4	54.3
Into Existing Units	45.9	51.6	24.7	43.9
Non-Movers	45.6	48.5	30.2	42.9
Renter Occupied Units	49.6	82.1	64.2	66.0
Recent Movers	41.7	76.2	54.7	59.7
Into New Construction	30.4	71.7	49.1	73.2
Into Existing Units	41.8	76.2	54.8	59.6
Non-Movers	52.5	84.0	67.6	68.1

	Type of Structure			
	Multifamily (All)	2-4 Unit Multifamily	5-19 Unit Multifamily	20+ Unit Multifamily
All Housing Units	27.0	35.7	29.1	16.7
All Occupied Units	31.5	42.0	33.8	19.4
Recent Movers	26.3	36.1	28.6	15.3
Into New Construction	21.9	34.1	31.6	11.3
Into Existing Units	26.3	36.1	28.5	15.4
Non-Movers	33.3	43.6	35.9	20.8
Owner Occupied Units	18.5	28.9	15.0	9.4
Recent Movers	16.5	24.8	16.9	9.4
Into New Construction	25.4	38.6	14.4	***
Into Existing Units	16.4	24.5	16.9	9.4
Non-Movers	18.7	29.3	14.8	9.4
Renter Occupied Units	33.5	44.8	35.8	21.0
Recent Movers	26.7	36.7	29.0	15.5
Into New Construction	21.5	33.4	32.4	11.0
Into Existing Units	26.7	36.7	28.9	15.6
Non-Movers	36.1	47.5	38.7	23.0

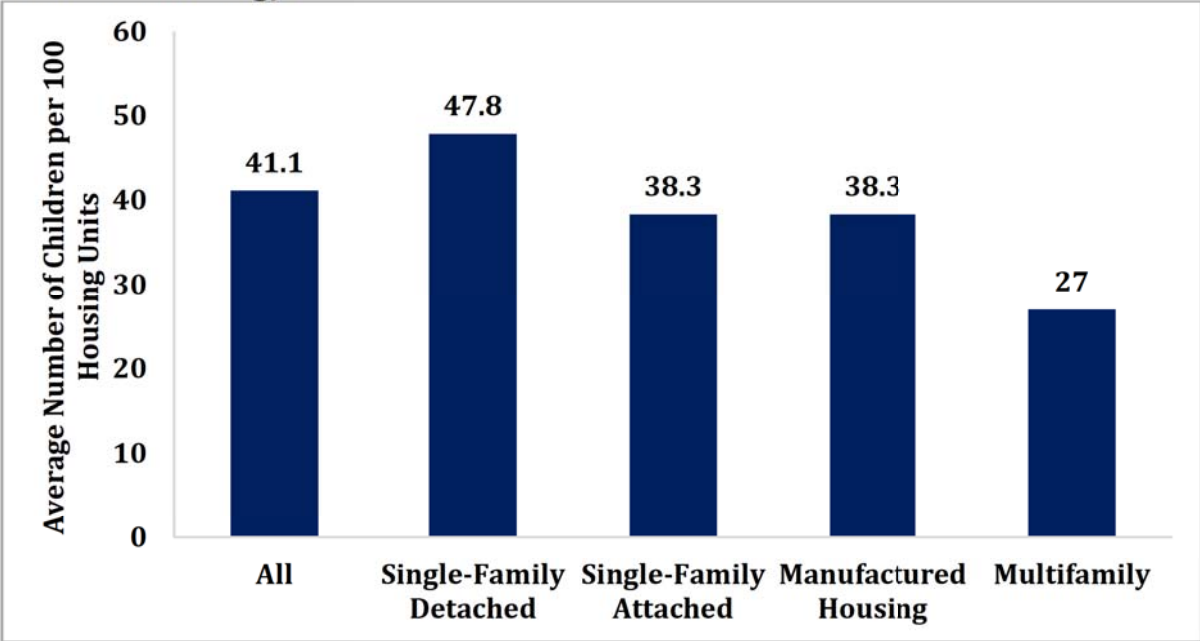
*** The number for this cell is suppressed because it is based on a small number of observations.

Average of Under One Child in Homes of All Types

Table 1 displays the number of children in all housing units, or occupied units combined with vacant units. The most prominent finding from the data is that, on average, there is less than one child per housing unit: 41.1 per 100 housing units. When excluding vacant housing, the average number of children increases, but only slightly, to 46.9 children per 100 occupied units.

Among residential development types, single-family detached units have an average of 47.8 children per 100 housing units, compared to 38.3 for both single-family attached and manufactured housing units, and 27 children per 100 multifamily housing units (**Figure 1**).

Figure 1: Average Number of Children per 100 Housing Units (Includes Vacant Housing)



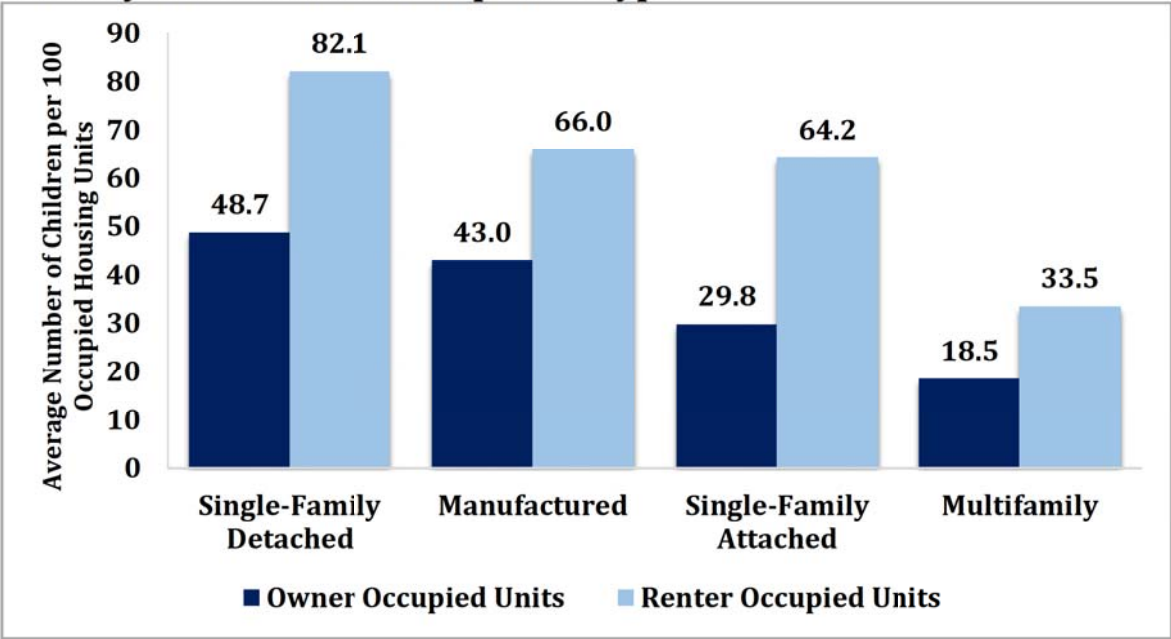
Home Owners Have Fewer Children

It is well documented that households in renter-occupied units and owner-occupied units have different demographic characteristics, such as age and income.³ In this case, households in owner-occupied units have fewer children compared to those in renter-occupied units for all residential types.

Figure 2 displays the number of children in owner- and renter-occupied units by residential development type. The difference between the number of children in renter versus occupied units is most significant for single-family units (detached and attached).

For single family-detached, there are only 48.7 children per 100 owner-occupied units, compared to 82.1 children per 100 renter-occupied units. For single-family attached, there are only 29.8 for every 100 owner-occupied units, compared to 64.2 for every 100 renter-occupied units.

Figure 2: Average Number of Children in Renter- and Owner-Occupied Units by Residential Development Type



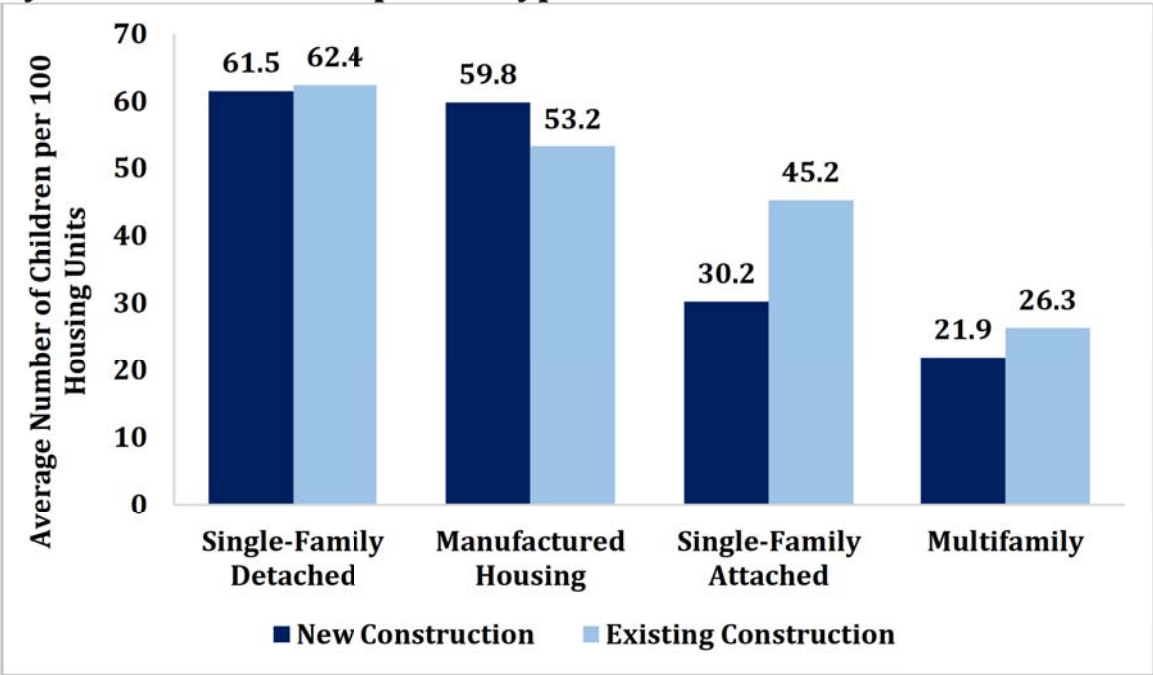
³ <http://eyeonhousing.org/2014/04/characteristics-of-owners-and-renters/>

For Most Residential Types, There Are Fewer Children in New Construction Compared to in Existing Units

Differences in the number of children in housing units can also be observed by structure age. **Figure 3** displays the number of children in both new construction (units built in either 2014 or 2015), and existing construction (units built before 2014). For most residential development types, there are fewer children in new construction compared to in existing construction.

For single-family detached, there are slightly more children in existing units at 62.4 per 100 units, compared to 61.5 per 100 in new units. For single-family attached, there are only 30.2 children per 100 new units, compared to 45.2 in existing units. For multifamily units, there are 21.9 children per 100 new units, compared to 26.3 per 100 existing units. The only residential type with more children in new construction compared to in existing is manufactured housing: 59.8 children in 100 new units compared to 53.2 in existing units.

Figure 3: Average Number of Children in New and Existing Construction by Residential Development Type



Fewest Number of Children in One Bedroom Apartments

Table 2 displays a breakdown of the number of children in multifamily units by the number of bedrooms. On average, units with 1 bedroom or less have the least number of children at 7.7 children per 100 units, followed by 2 bedrooms units with 31.4 children per 100 units, and three or more bedroom units with 71.6 children per 100 units.

When further examining multifamily units with three or more bedrooms, it is clear that significantly fewer children live in owner-occupied units compared to in renter-occupied units: 40.2 children versus 98 children per 100 units, respectively.

On average, multifamily units with 3 or more bedrooms have more children, but it is important to note that the share of multifamily unit completions with 3 or more bedrooms is small, [representing only 12 percent](#) of total multifamily completions in 2014.⁴

Table 2.
Average Number of School Age Children per 100 Housing Units

	By Number of Bedrooms in Housing Unit			
	Multifamily (All)	1 bedroom or less	2 bedrooms	3 or more bedrooms
All Housing Units	27.0	7.7	31.4	71.6
All Occupied Units	31.5	9.1	36.7	83.3
Recent Movers	26.3	6.6	31.9	81.0
Into New Construction	21.9	3.8	22.3	83.8
Into Existing Units	26.3	6.6	32.0	81.0
Non-Movers	33.3	10.0	38.3	83.8
Owner Occupied Units	18.5	11.4	13.2	40.2
Recent Movers	16.5	9.7	14.0	38.6
Into New Construction	25.4	23.1	13.3	29.9
Into Existing Units	16.4	9.6	14.0	38.9
Non-Movers	18.7	11.6	13.2	40.4
Renter Occupied Units	33.5	8.8	41.2	98.0
Recent Movers	26.7	6.4	33.1	84.6
Into New Construction	21.5	3.5	22.1	100.6
Into Existing Units	26.7	6.5	33.2	84.4
Non-Movers	36.1	9.8	44.3	102.6

⁴ <http://eyeonhousing.org/2015/10/rising-construction-share-of-one-bedroom-apartments/>

Among States (and District), Fewest Number of Children in Vermont, Maine, and District of Columbia

In addition to national level data, **Appendix I** (available in the “Additional Resources” box that appears at the top of the online version of this article) provides detailed tabulations of the number of children in housing units in each state (including the District of Columbia). **Table 3** displays the states with the fewest number of children per 100 housing units.

Table 3: States with the Fewest Average Number of Children in Housing Units

Rank	State	Average Number of School Age Children per 100 Housing Units
1	Vermont	25.8
1	Maine	25.8
3	District of Columbia	26.5
4	Florida	31.9
5	Montana	32.3
6	New Hampshire	33.1
6	West Virginia	33.1
8	South Carolina	34.4
9	Rhode Island	34.9
10	Alabama	35.8

When observing the ranking, it is evident that several New England states are among the states with the fewest number of children in housing units, including Vermont, Maine, New Hampshire, and Rhode Island.

Vermont and Maine have the fewest at 25.8 children per 100 housing units, followed by the District of Columbia, which has only 26.5 children per 100 housing units. **Figure 4** is a heat map showing differences in the number of children in all housing units by state.

Figure 4: US Map of the Average Number of Children per 100 Housing Units

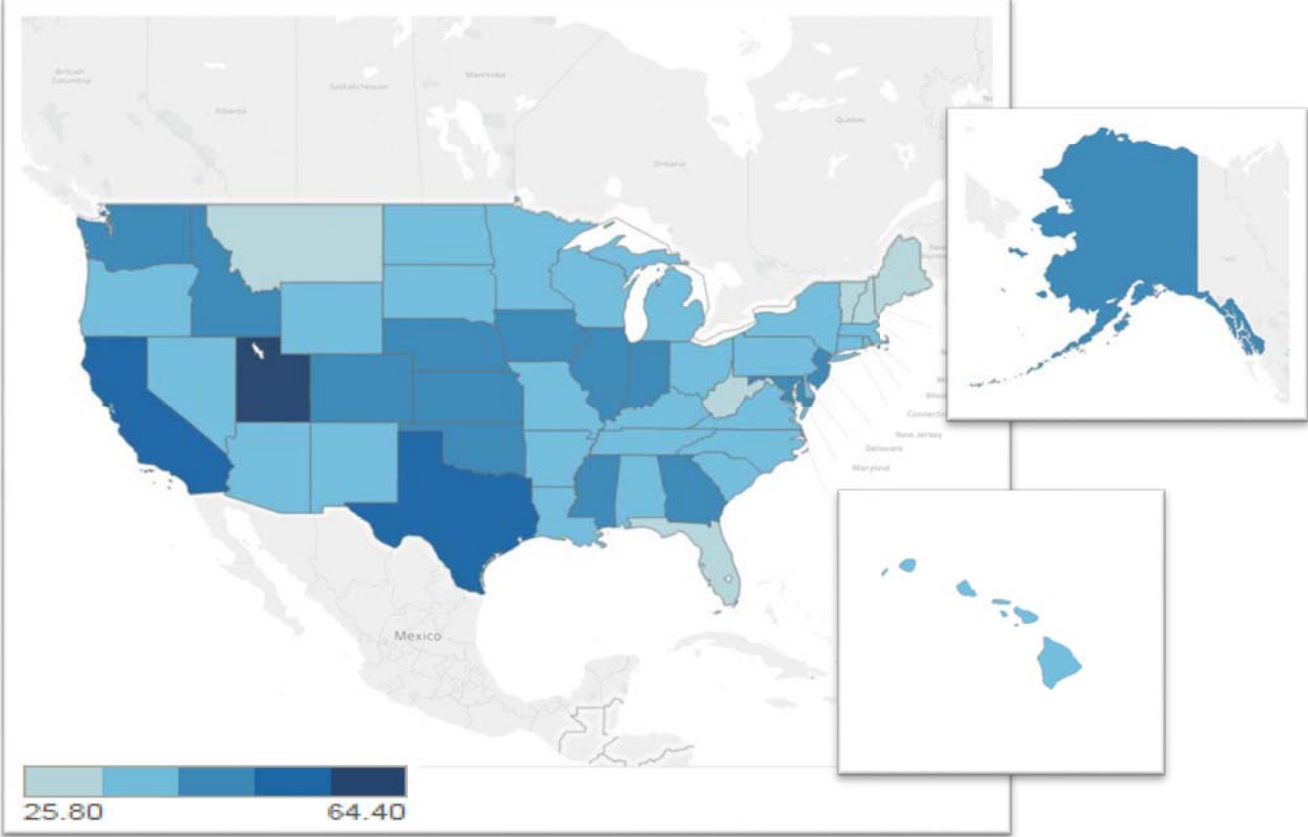


Table 4 shows the states with the fewest number of children in single-family detached units. Maine has the fewest per 100 housing units: 28.4, followed by Vermont (28.5), and West Virginia (34.5). These states were also among the states with the fewest number of children in all housing units (**Table 3**).

Table 4: States with Fewest Average Number of Children in Single-Family Detached Units

Rank	State	Average Children Per 100 Single-Family Detached Units
1	Maine	28.4
2	Vermont	28.5
3	West Virginia	34.5
4	Montana	35.9
5	South Carolina	37.9
6	Alabama	38.4
7	New Hampshire	38.8
8	Rhode Island	40.2
9	Florida	40.5
10	Louisiana	41.0

States with the fewest average number of children in multifamily units differs from those with the fewest in single-family detached. **Table 5** shows that several states with the fewest number of children in multifamily developments are in the West North Central Region (South Dakota, North Dakota, and Nebraska) and the upper Mountain Region (Montana, and Idaho). South Dakota has the fewest average number of children in multifamily units: 13.9 per 100 units, followed by Montana (14.4) and North Dakota (15.8).

Table 5: States with Fewest Average Number of Children in Multifamily Units

Rank	State	Average Children Per 100 Multifamily Units
1	South Dakota	13.9
2	Montana	14.4
3	North Dakota	15.8
4	Vermont	15.9
5	Nebraska	16.1
6	Idaho	16.1
7	Maine	16.7
8	Missouri	16.8
9	Pennsylvania	17.0
10	Michigan	17.2

Conclusion

The estimate of the number of children in housing units is an important statistic for both builders and local governments because, in many cases, it is a factor in determining the cost of impact fees. The NAHB analysis revealed the following findings:

- On average, there is less than one child per housing unit in the US.
- There are fewer children in owner-occupied units, compared to in renter-occupied units.
- For most types of residential development, there are fewer children in new construction compared to in existing units.
- In multifamily developments, fewer children reside in units with 1 bedroom or less, compared to units with 2 or more bedrooms.
- There are fewer children living in housing units in many Northeast states compared to states in other regions of the country.

**Session Zoning Code Ammendment
NC, CC & RC Zoned Parcels < 2.5 Acres**

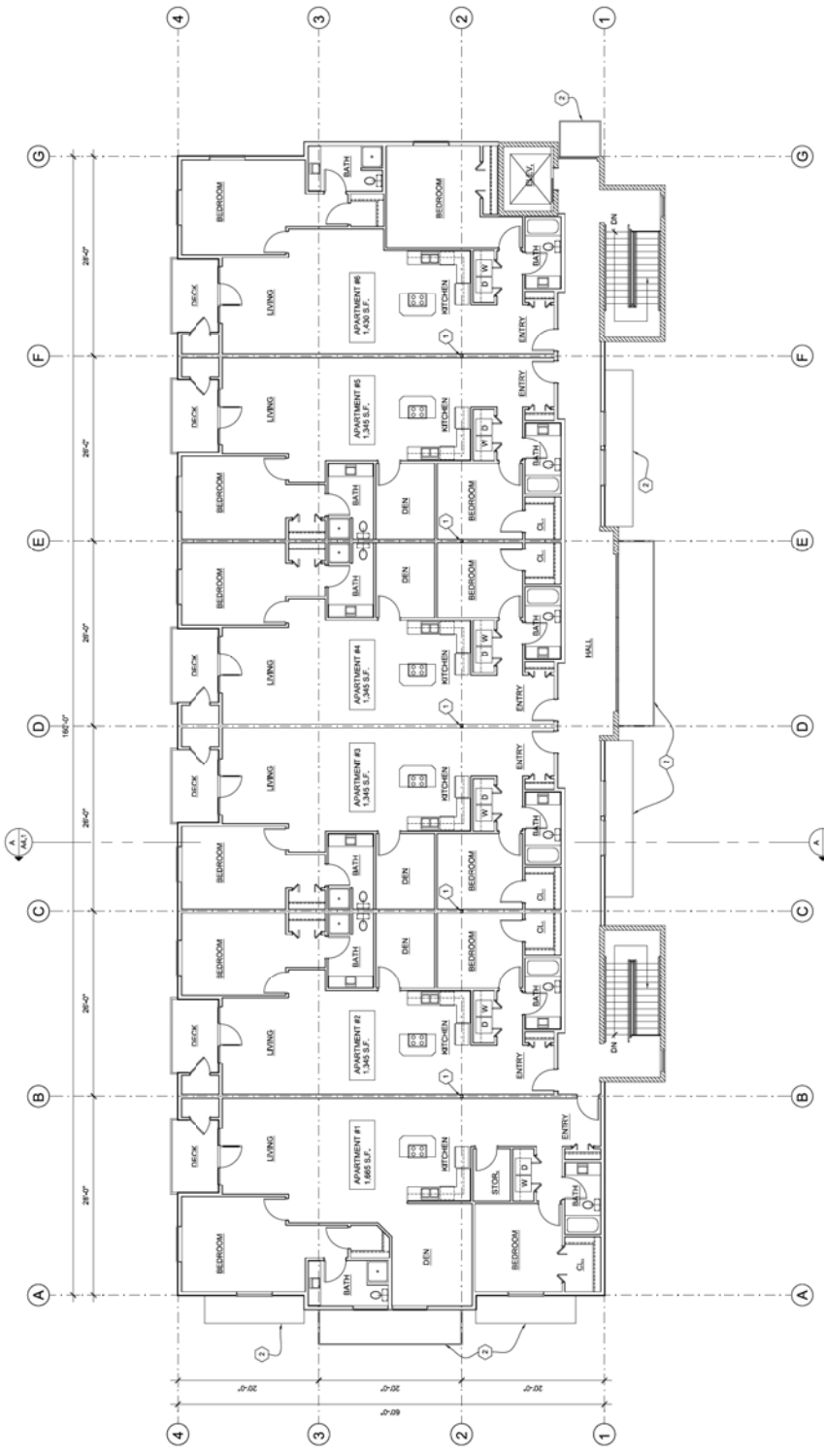
Parcel No.	Owner	Acreage	Zoning
175939-000	Jerry Sewell	0.48	RC
175942-000	Long Lake Commercial LLC	2.20	RC
175941-000	Rod Schwiebert	1.00	RC
175938-000	Kluka Patnership	0.96	RC
175949-000	Long Lake Commercial LLC	1.50	RC
175937-000	Long Lake Commercial LLC	0.72	RC
178226-000	Latter Day Saints	1.26	CC
178226-002	Latter Day Saints	1.25	CC
178226-004	Latter Day Saints	1.25	CC
178122-001	Foresquare Church	0.71	CC
178112-000	Foresquare Church	2.20	CC
986028-022	Foresquare Church	1.97	CC
124502-000	Camaslakeland LLC	1.09	NC
124524-000	Camaslakeland LLC	0.22	NC
91045-562	Lechner LLC	0.09	RC
91045-561	Lechner LLC	0.09	RC
91045-563	Lechner LLC	0.09	RC
91045-567	Lechner LLC	0.09	RC
91045-564	Nan Henricksen	0.56	RC
91045-565	Sonia Shold	0.44	RC
91045-568	Sonia Shold	0.39	RC
91045-566	Sonia Shold	0.04	RC
91045-560	Lechner Property LLC	0.39	RC
91045-558	Hector Pelay et al.	0.39	RC
91045-556	Gordon French et al.	0.29	RC
91045-554	Gordon French et al.	0.27	RC
91045-552	Gordon French et al.	0.24	RC
91045-550	Lillie Wong Trustees	0.02	RC
91045-551	Lillie Wong Trustees	0.19	RC
91045-548	Lillie Wong Trustees	0.18	RC
91045-570	Perseverance LLC	1.69	RC
91045-652	O-R Camas LLC	0.04	RC
91045-650	Wing Chao et al.	0.30	RC
91045-666	Robert & Nancy Fountain	0.22	RC
91045-664	Wasabi LLC	0.24	RC
91045-662	Wasabi LLC	0.24	RC
91045-660	Wasabi LLC	0.19	RC
91045-656	Eileen Morgan	0.21	RC
91045-658	Daniel Vilhauer	0.17	RC
91045-592	Thomas Brandt et al.	0.13	RC
91045-591	Dirk & Petra Sullivan	0.13	RC
91045-589	Gabrielle Witt	0.13	RC

91045-590	Joseph Matthews	0.13	RC
91045-586	OSMS LLC	0.24	RC
91045-573	OSMS LLC	0.42	RC
91045-572	David Sweitzer	0.13	RC
91045-574	Kristopher Asleson	0.20	RC
91045-570	OSMS LLC	0.16	RC
91045-580	OSMS LLC	0.23	RC
91045-584	OSMS LLC	0.11	RC
91045-582	OSMS LLC	0.09	RC
91045-585	Celia Privrat et al.	0.20	RC
91045-583	Clint Price et al.	0.21	RC
91045-008	McDonalds Corporation	0.70	RC
91045-001	Lacamas LLC	1.49	RC
91045-668	Siu Ho Chan et al.	0.31	RC
91045-670	Siu Ho Chan et al.	0.29	RC
91045-012	Jonathan & Christina Lee	0.04	RC
91045-005	Wallowa Mountain Memories LLC	0.72	RC
91045-167	Sonderen Enterprises LLC	2.13	RC
89901-000	Marwan Bahu et al.	0.85	RC
89921-000	Marwan Bahu et al.	1.25	RC
89882-000	Bramble Acres LLC	0.50	RC
89925-000	Lucky 7 Equity LLC	0.88	RC
89889-000	Lucky 7 Equity LLC	0.37	RC
89886-000	Lucky 7 Equity LLC	0.36	RC
89863-000	Lucky 7 Equity LLC	1.37	RC
89879-000	Gregg Mortimer	0.25	RC
89863-005	Arlene & Charles Conaway	0.79	RC
89910-000	City of Camas	1.75	RC
87530-000	3rd Loop LC	0.64	RC
87500-000	2016 NE 3rd LLC	0.48	RC
87510-000	South Summer LLC	0.16	RC
87526-000	South Summer LLC	0.38	RC
87461-000	Thomas Foley et al.	0.25	RC
87460-000	Oregon Motor Services LLC	0.25	RC
87452-000	Oregon Motor Services LLC	0.25	RC
87451-000	Oregon Motor Services LLC	0.20	RC
87440-000	Ed Allyn Enterprises Inc.	0.51	RC
87430-000	1806 NE 3rd LLC	0.11	RC
87532-00	Camas Riverside Apartments LLC	1.04	RC
87536-000	Camas Riverside Apartments LLC	0.52	RC
87537-000	Ed Allyn Enterprises Inc.	0.13	RC
87432-000	Ed Allyn Enterprises Inc.	0.09	rc
87431-000	Ed Allyn Enterprises Inc.	0.01	RC
90950-000	Cacade Instrument Design Inc.	0.55	CC
90965-000	Li-Ye Chen et al.	0.11	CC
90973-000	Northwest Gospel Church	0.38	CC
90975-000	Northwest Gospel Church	0.26	CC

91044-006	Northwest Gospel Church	0.24	CC
90974-000	Northwest Gospel Church	0.29	CC
88850-000	Dennis Kaz	0.09	RC
88860-000	Erin Eaton	0.07	RC
88865-000	Kyle Kelly et al.	0.07	RC
81038-000	Thomas Youngers et al.	0.18	NC
81039-000	G & S Property LLC	0.05	NC
81042-000	G & S Property LLC	0.23	NC
82911-000	F & R Enterprises Inc.	0.19	RC
86360-000	7-Up Building LLC	0.25	NC
85168-000	Curtis Pasa et al.	0.37	CC
85163-000	Curtis Pasa et al.	0.35	CC
85156-000	Curtis Pasa et al.	0.39	CC
81958-101	Pacwest Energy LLC	0.72	RC
81958-116	Frey Properties LLC	0.25	RC
81958-117	Frey Properties LLC	0.30	RC
84520-000	Skyworth LLC	0.55	CC
84118-000	Skyworth LLC	0.76	CC
84117-000	Skyworth LLC	0.83	CC
83015-000	5953 SW Terwillerger LLC	2.00	NC
73134-117	Wiliam Dodge et al.	0.33	RC
127372-000	Mackay Family Prop LLC	2.39	RC/CC
123757-000	Leona Dewitt	2.16	CC
125196-000	Kates Heath LLC	2.16	RC
126249-000	Chad Session et al.	0.90	RC
126247-000	Dental Specialists Investments LLC	0.87	RC
126250-000	Martha Doner	1.03	RC
126251-000	Charles Batten	0.52	RC
177437-015	Camas Crossing LLC	1.32	RC
177451-000	Camas Crossing LLC	1.22	RC
177437-010	Camas Crossing LLC	1.39	RC
177451-005	Camas Crossing LLC	1.29	RC
177451-010	Camas Crossing LLC	1.29	RC
177480-002	Camas Crossing LLC	1.10	RC
177472-000	Camas Crossing LLC	1.54	RC
177472-005	Camas Crossing LLC	1.46	RC
177472-010	Camas Crossing LLC	1.28	RC
177472-015	Camas Crossing LLC	1.36	RC
177489-000	Camas Crossing LLC	0.88	RC
	Does not include Parker Village Subdivision		
	Total Acres	79.42	



REAL LIVING
MIXED USE DEVELOPMENT
NW 38TH AVENUE
CAMAS, WASHINGTON

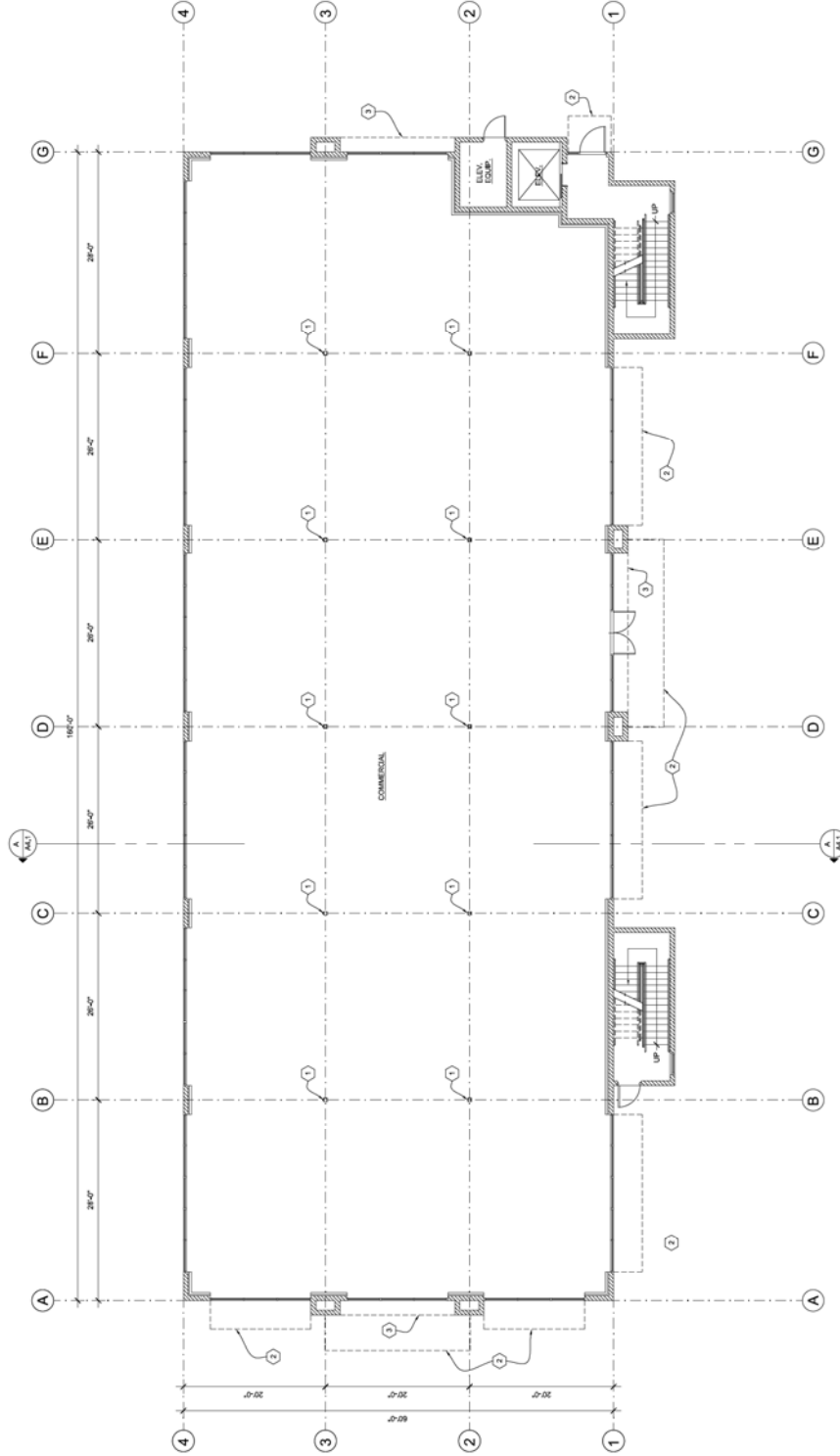


SECOND LEVEL APARTMENTS FLOOR PLAN
1/8" = 1'-0"



WALL LEGEND
STRUCTURAL BRICK
WOOD STUDS

SECOND LEVEL FLOOR PLAN NOTES
1 STEEL COLUMN
2 LINE OF FINISH ABOVE



MAIN LEVEL
COMMERCIAL
FLOOR PLAN
1/8" = 1'-0"



WALL LEGEND
STRUCTURAL BRICK
WOOD STUDS

MAIN LEVEL
FLOOR PLAN NOTES
1 STEEL COLUMN
2 LINE OF AIRING ABOVE
3 LINE OF FLOOR ABOVE

CODE SUMMARY
2018 IBC WITH WASHINGTON AMENDMENTS
VS
2009 IBC
CONSTRUCTION TYPE: BR3
OCCUPANCY GROUP: COMMERCIAL (C)
BUILDING AREA: 10,700 TOTAL S.F.

A3.1

SHEET NUMBER

EXTERIOR

DATE

JOB NUMBER

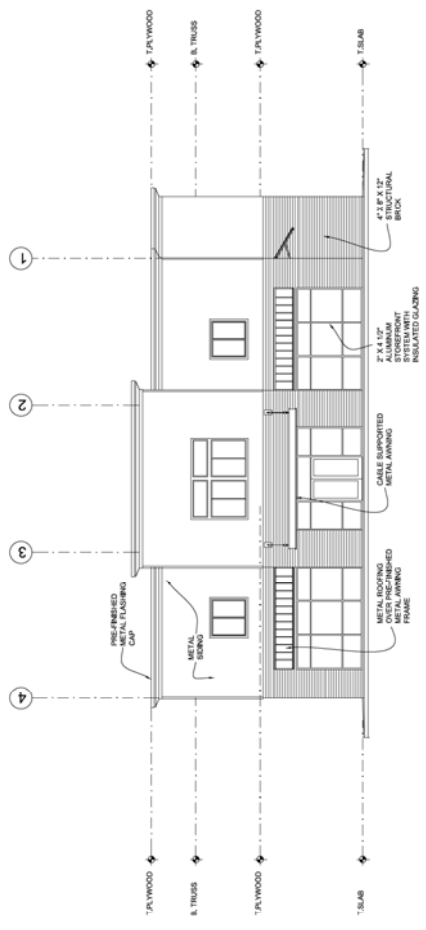
DRAWN BY

REAL LIVING
MIXED USE DEVELOPMENT
NW 38TH AVENUE
CAMAS, WASHINGTON

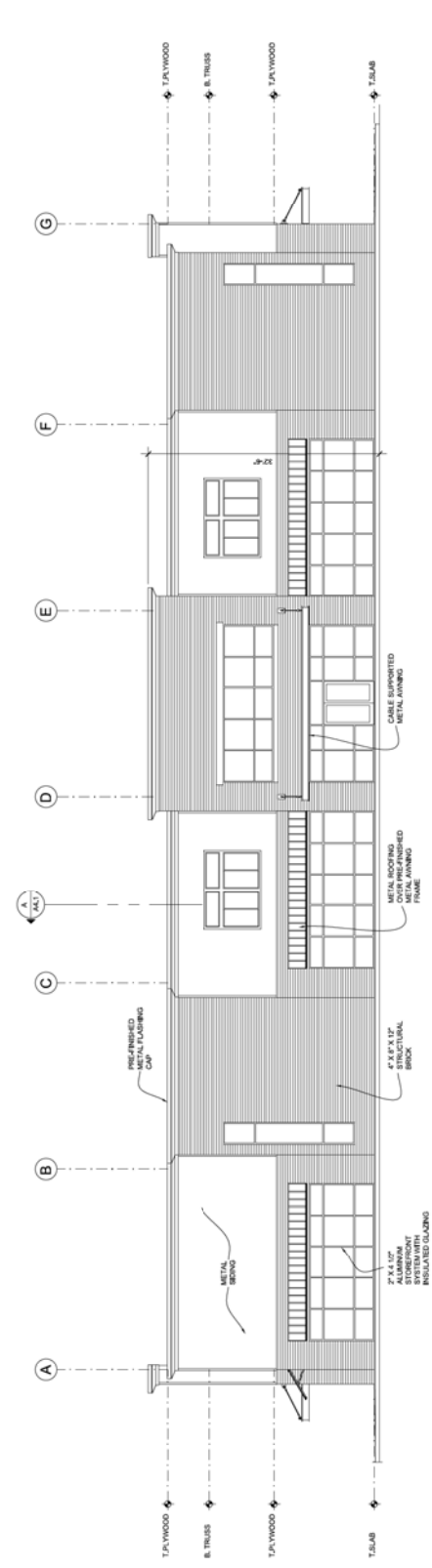
LLB ARCHITECTURE
1115 ESTHER ST SUITE 9
VANCOUVER, WA

REVISIONS

NORTH ELEVATION
1/8" = 1'-0"



WEST ELEVATION
1/8" = 1'-0"



A4.1

SHEET NUMBER:
A4.1

BUILDING SECTION

DATE: AUGUST 12, 2021

JOB NUMBER:

DRAWN BY: JAL

SHEET TITLE

REAL LIVING
MIXED USE DEVELOPMENT
NW 38TH AVENUE
CAMAS, WASHINGTON

LLB
ARCHITECTURE
1115 ESTHER ST SUITE 90
VANCOUVER, WA

REVISIONS

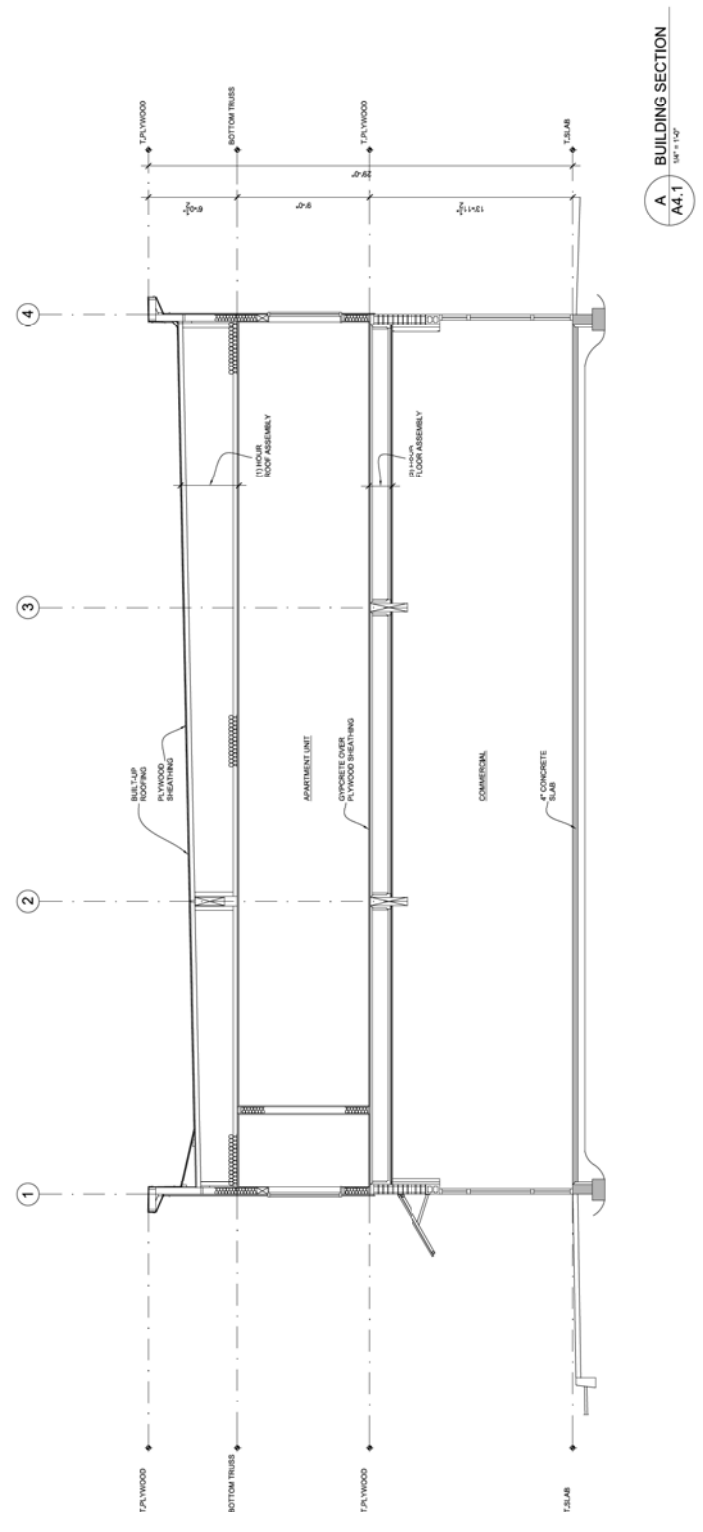




EXHIBIT 10

Item 3.

TILANDT / SCHMIDT ARCHITECTS, P.C.
 1401 SW 17th AVENUE
 PORTLAND, OR 97205
 (503) 228-6071
 FAX: (503) 228-6069

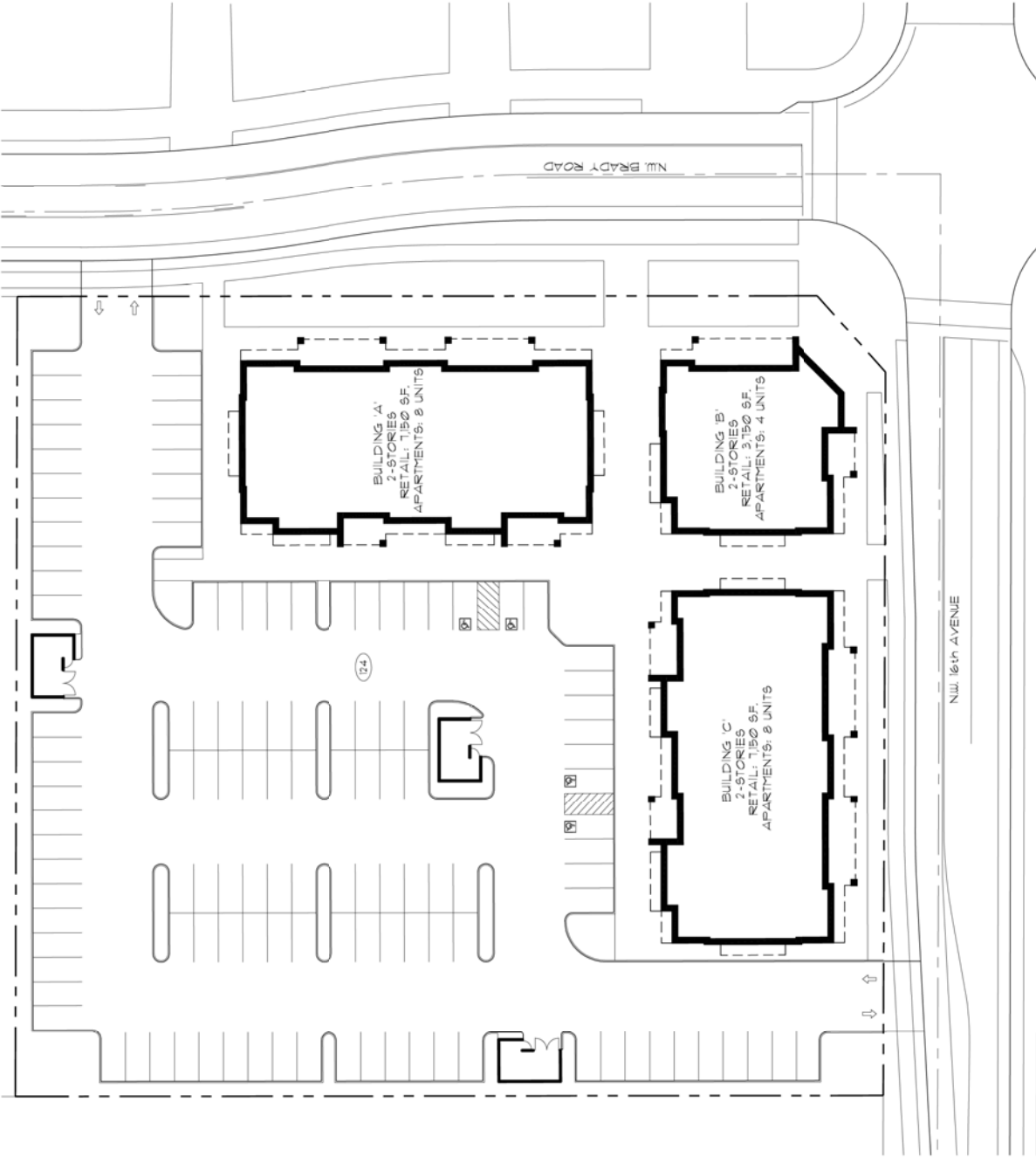
MAY @ 16th & BRADY RD.
 CAMAS, WASHINGTON
 MAJ DEVELOPMENT

PROJECT NO. 2021-154
 DATE: 10/20/21
 DRAWN BY: GMM / CT
 CHECKED BY: JTB
 REVISIONS

10/20/21 - See marking

SP 4

Item 3.
 EXH 1



SITE PLAN

APARTMENTS:

1-BEDROOM / 1-BATH	9
2-BEDROOM / 2-BATH	10
TOTAL	19



TILANDT / SCHMIDT ARCHITECTS, P.C.
 1401 84 7th AVENUE
 PORTLAND, OR 97204
 (503) 228-4071
 FAX: (503) 228-0268

MAY @ 16th & BRADY B.
 CAMAS, WASHINGTON
 MAJ DEVELOPMENT

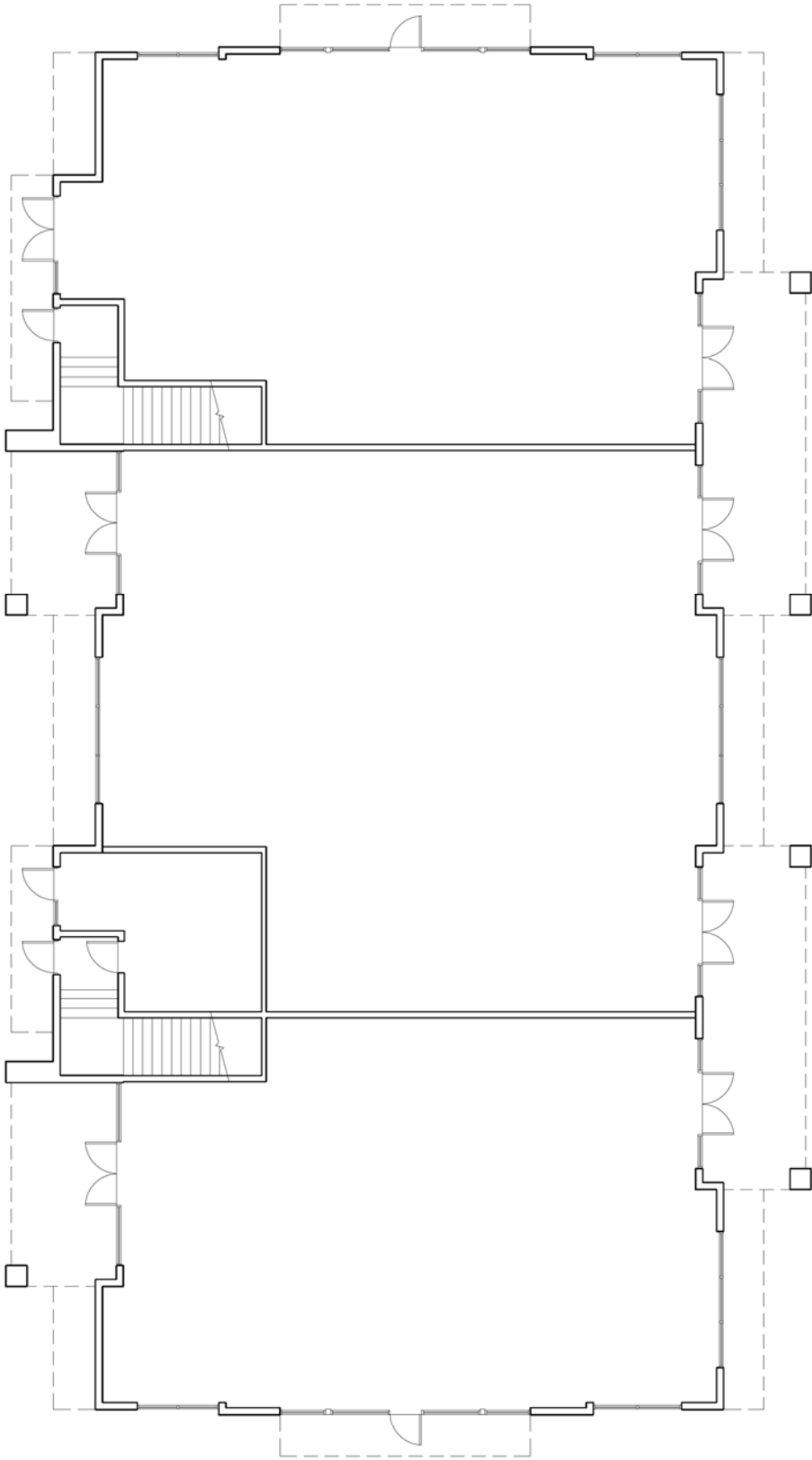
PROJECT NO.
2021-154

DATE: _____
 DRAWN BY: _____
 CITY: _____
 CHECKED BY: _____
 NO. _____
 REVISIONS

DATE: _____
 DRAWN BY: _____
 CITY: _____
 CHECKED BY: _____
 NO. _____
 REVISIONS

A 1

Item 3.



FIRST FLOOR PLAN

TILANDT / SCHMIDT ARCHITECTS, P.C.
 1401 SW 7th Avenue
 Portland, OR 97204
 (503) 228-4871
 FAX: (503) 228-6263

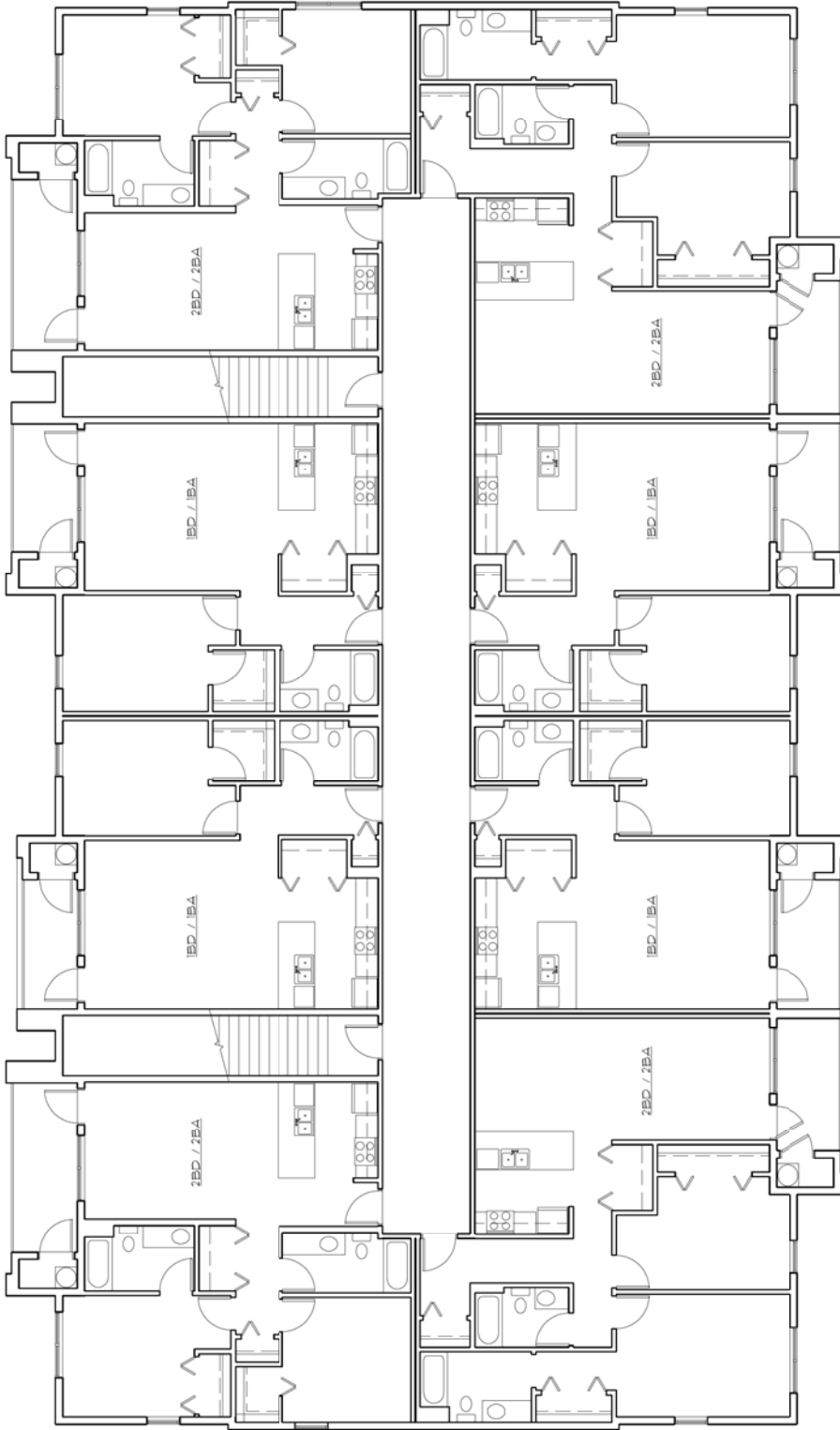
MAY & BRADY P.C.
 CAMAS, WASHINGTON
 MAS DEVELOPMENT

PROJECT NO. 2021-154
 DATE: _____
 DRAWN BY: _____
 CHECKED BY: _____
 REVISIONS

1:00 24-11-2021 (Drawing)

A 2

Item 3.



SECOND FLOOR PLAN

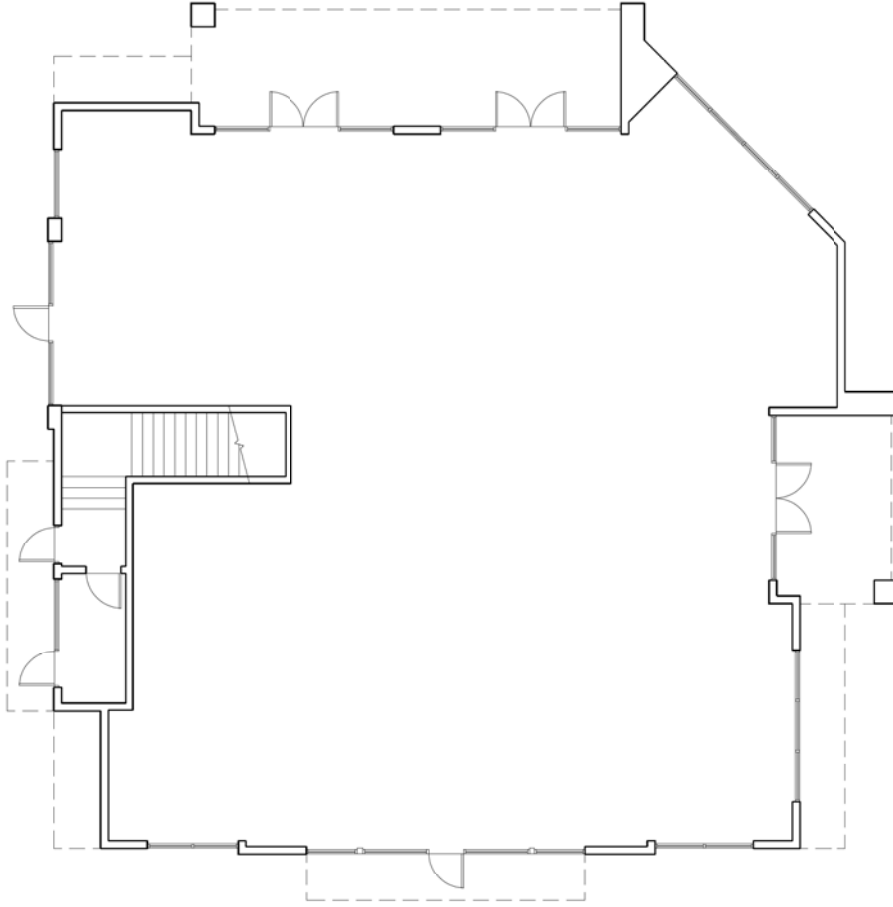
TILANDT / SCHMIDT ARCHITECTS, P.C.
 1401 SW 7TH AVENUE
 PORTLAND, OR 97204
 (503) 228-4071
 FAX: (503) 228-6268

MAY @ 16th & BRADY RD.
 CAMAS, WASHINGTON
 MAJ DEVELOPMENT

PROJECT NO. 2021-154
DATE: _____ DRAWN BY: _____ CHECKED BY: _____ NO. _____ REVISIONS



EXI 4
 Item 3.



| **FIRST FLOOR PLAN**

TILANDT / SCHMIDT ARCHITECTS, P.C.
 1401 SW 73rd Avenue
 Portland, OR 97224
 (503) 228-4071
 FAX: (503) 228-0263

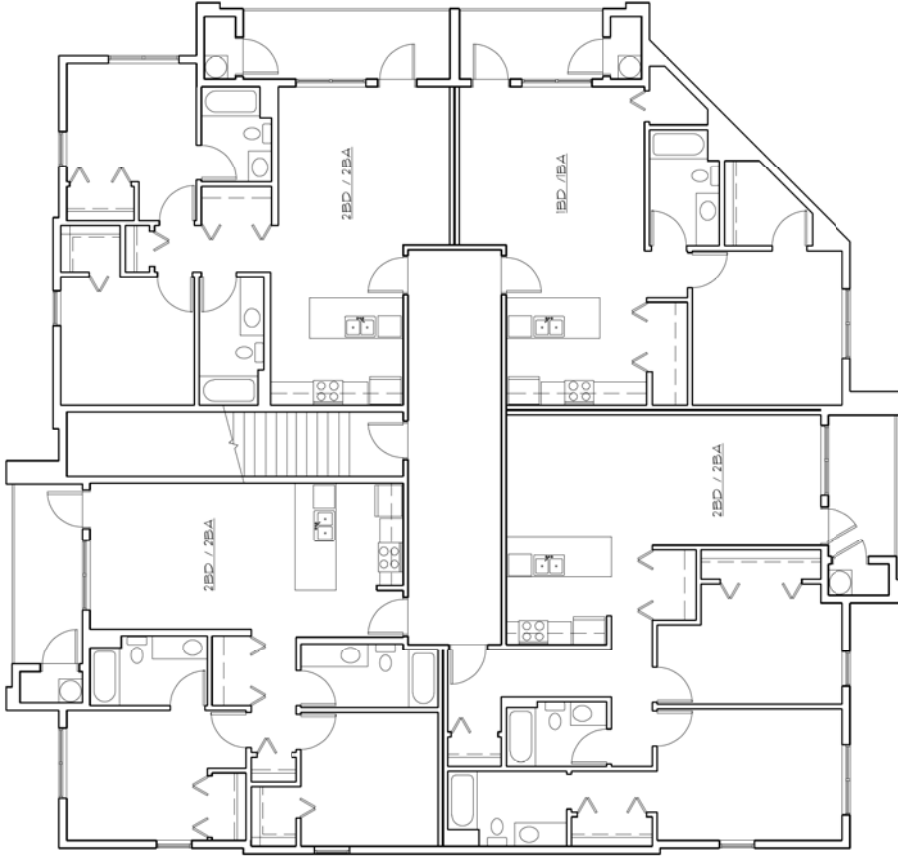
MAY @ 16th & BRADY RD.
 CAMAS, WASHINGTON
 MAJ DEVELOPMENT

PROJECT NO. 2021-154
 DATE: _____
 DRAWN BY: _____
 CHECKED BY: _____
 REVISIONS

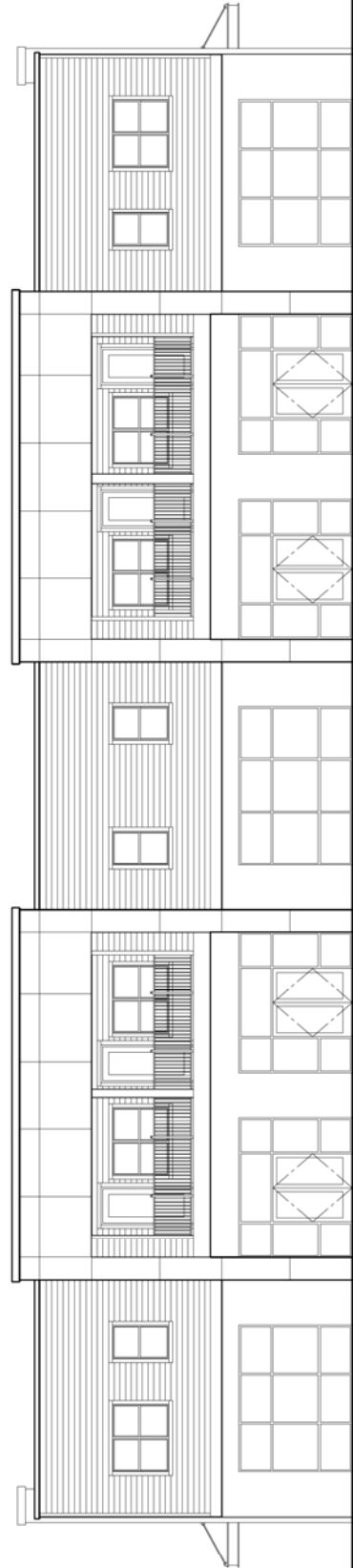
DATE: _____
 DRAWN BY: _____
 CHECKED BY: _____
 REVISIONS

A 2

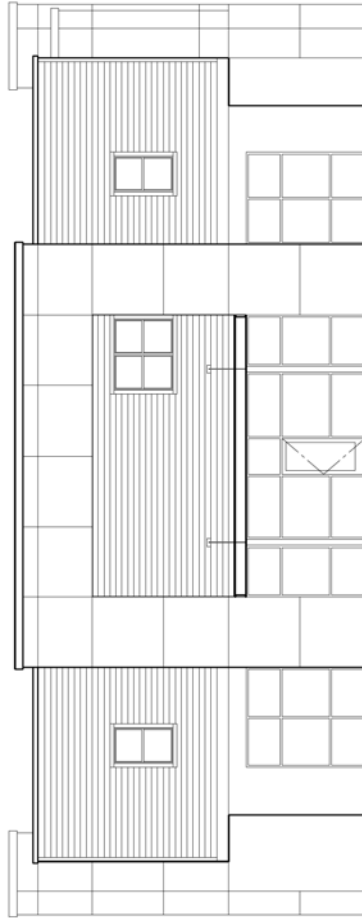
EXI 5
 Item 3.



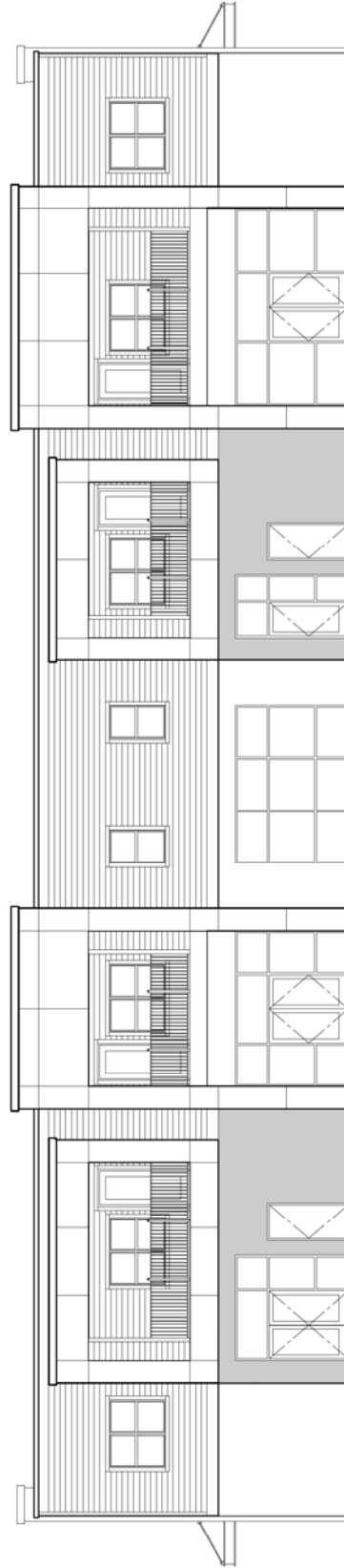
SECOND FLOOR PLAN



1 STREET ELEVATION



2 SIDE ELEVATION



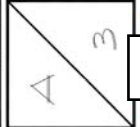
3 PARKING ELEVATION

TILAND /
SCHMIDT
ARCHITECTS, P.C.
1000 NE 10TH AVE SUITE 100
PORTLAND, OR 97232
PHONE (503) 225-8898
FAX (503) 225-8898

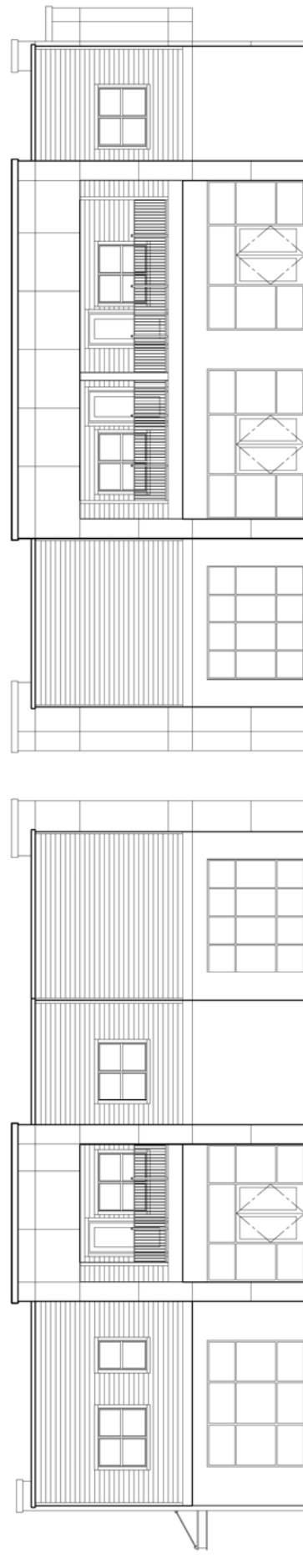
MAY @ 16th & BRADY RD.
CAMAS, WASHINGTON
MAJ DEVELOPMENT

PROJECT NO.
2021-154
DATE
06-18-2021
DRAWN BY
CITY
CHECKED BY
PENG

REVISIONS

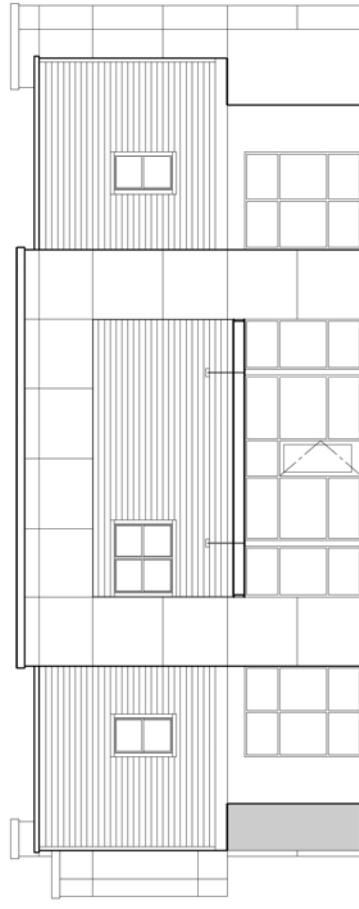


EX 16
Item 3.

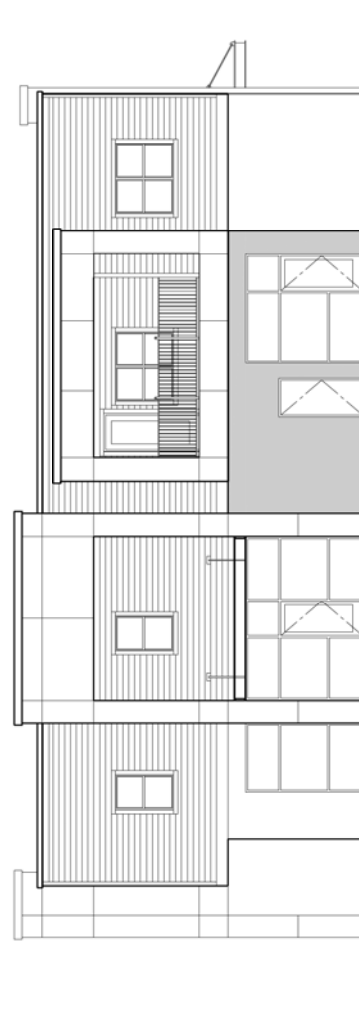


1 SOUTH STREET ELEVATION

2 EAST STREET ELEVATION



3 WEST SIDE ELEVATION



4 NORTH SIDE ELEVATION

TILANDT / SCHMIDT ARCHITECTS, P.C.
 1401 8th Avenue
 Portland, OR 97232
 (503) 228-4071
 FAX: (503) 228-0263

MAY @ 16th & BRADY RD.
 CAMAS, WASHINGTON
 MAS DEVELOPMENT

PROJECT NO.
 2021-154
 DATE: _____
 DRAWN BY: _____
 CITY: _____
 CHECKED BY: _____
 NO. REVISIONS

DATE: _____
 DRAWN BY: _____
 CITY: _____
 CHECKED BY: _____
 NO. REVISIONS

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EX 7
 Item 3.

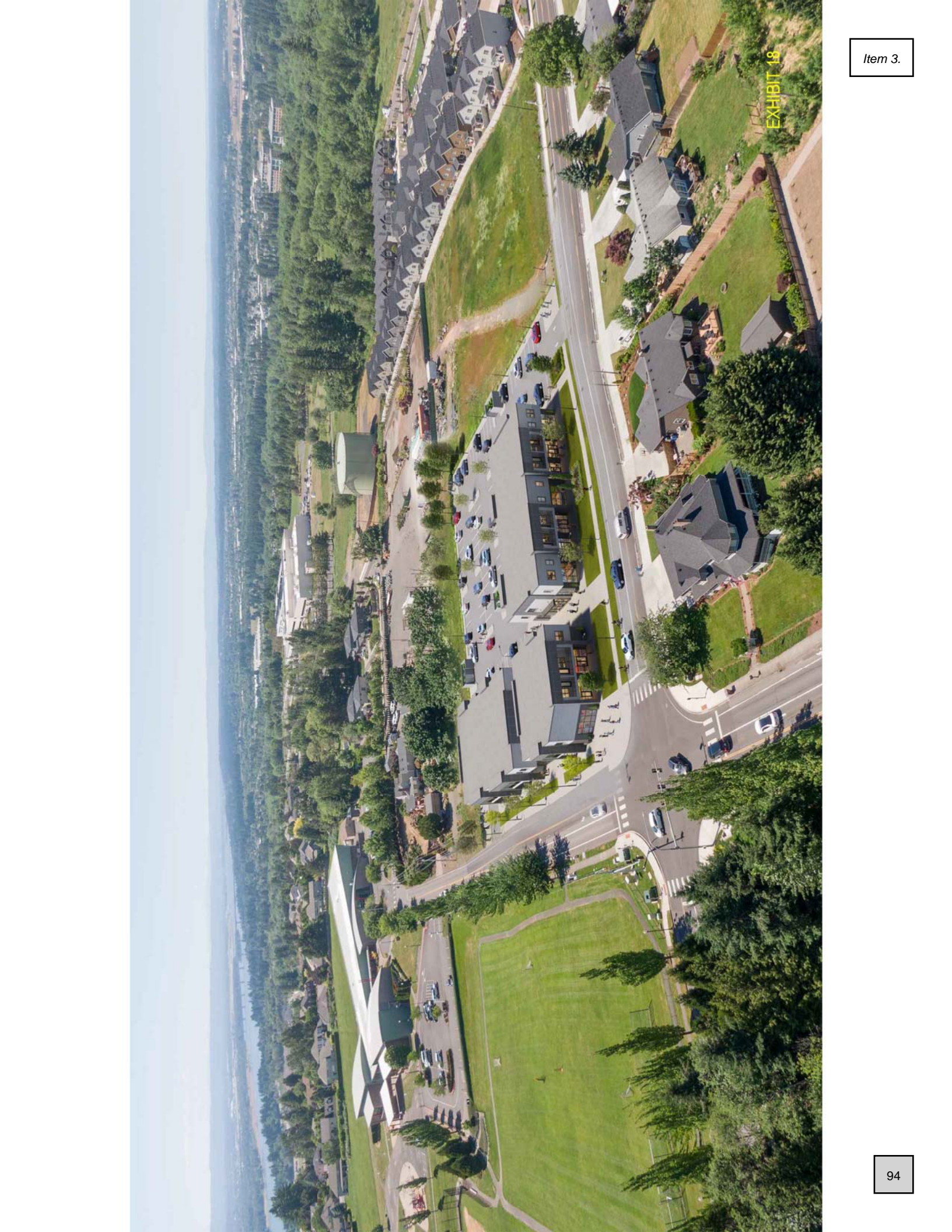


EXHIBIT 18

Item 3.

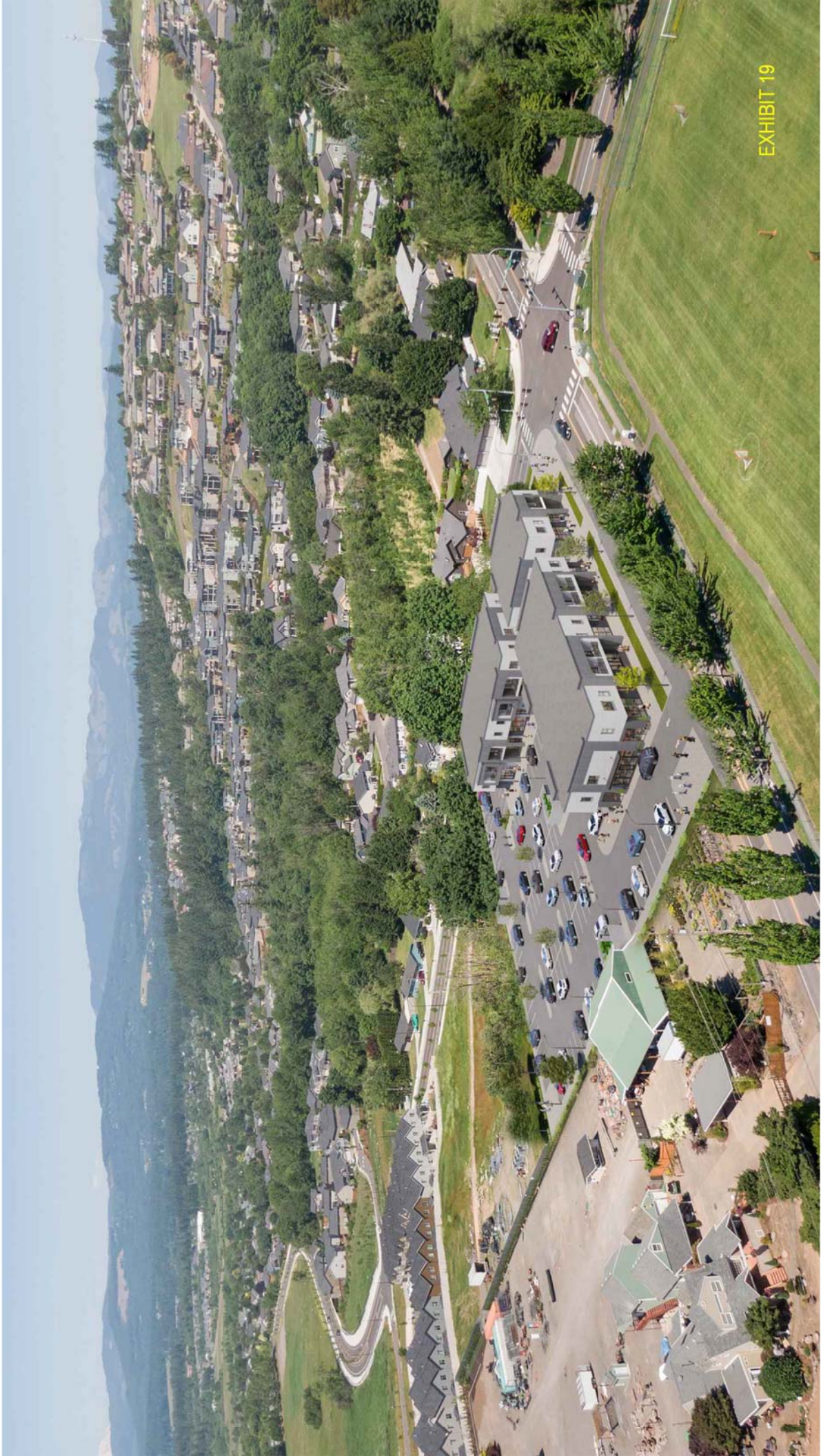


EXHIBIT 19

Item 3.

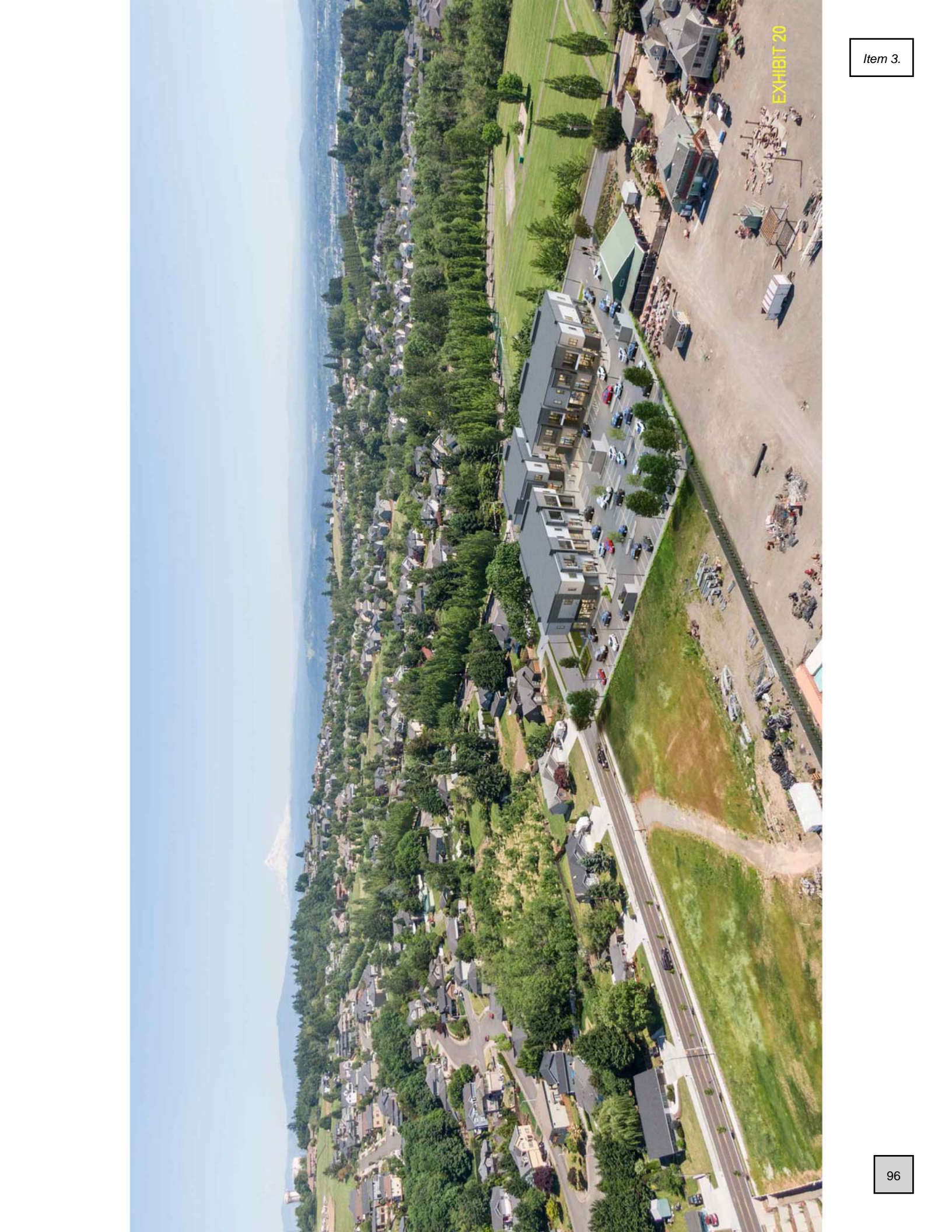


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Item 3.

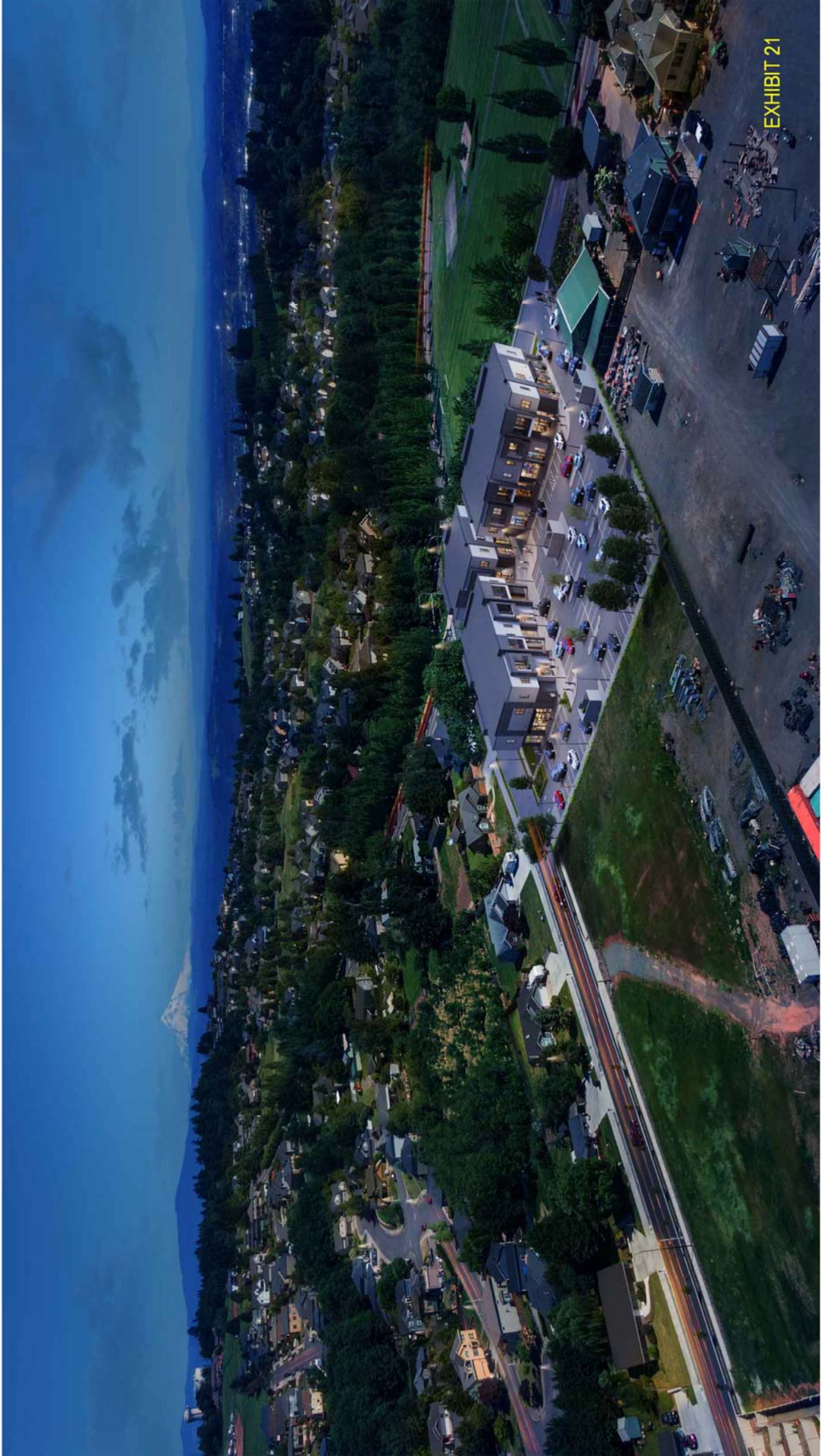


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Item 3.

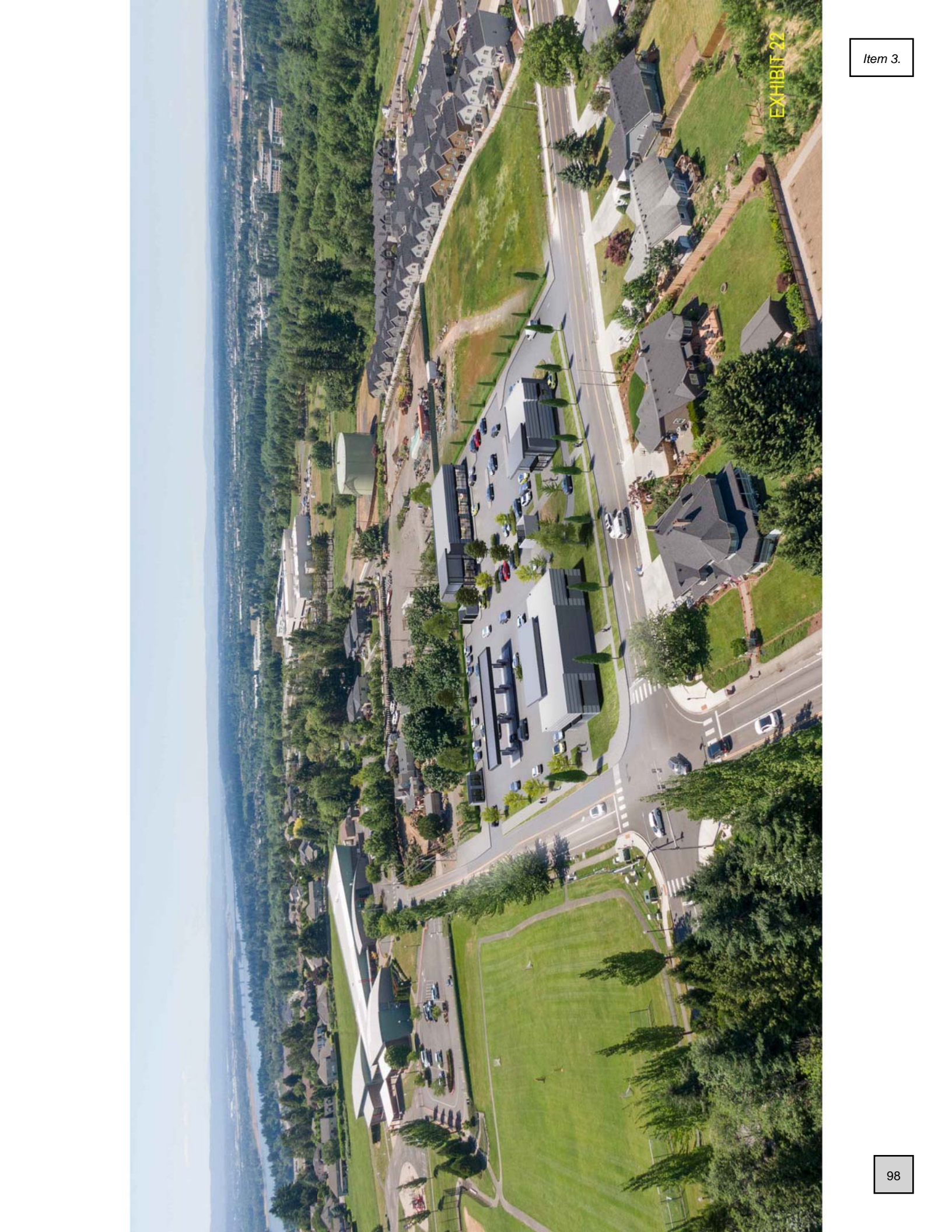


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Item 3.

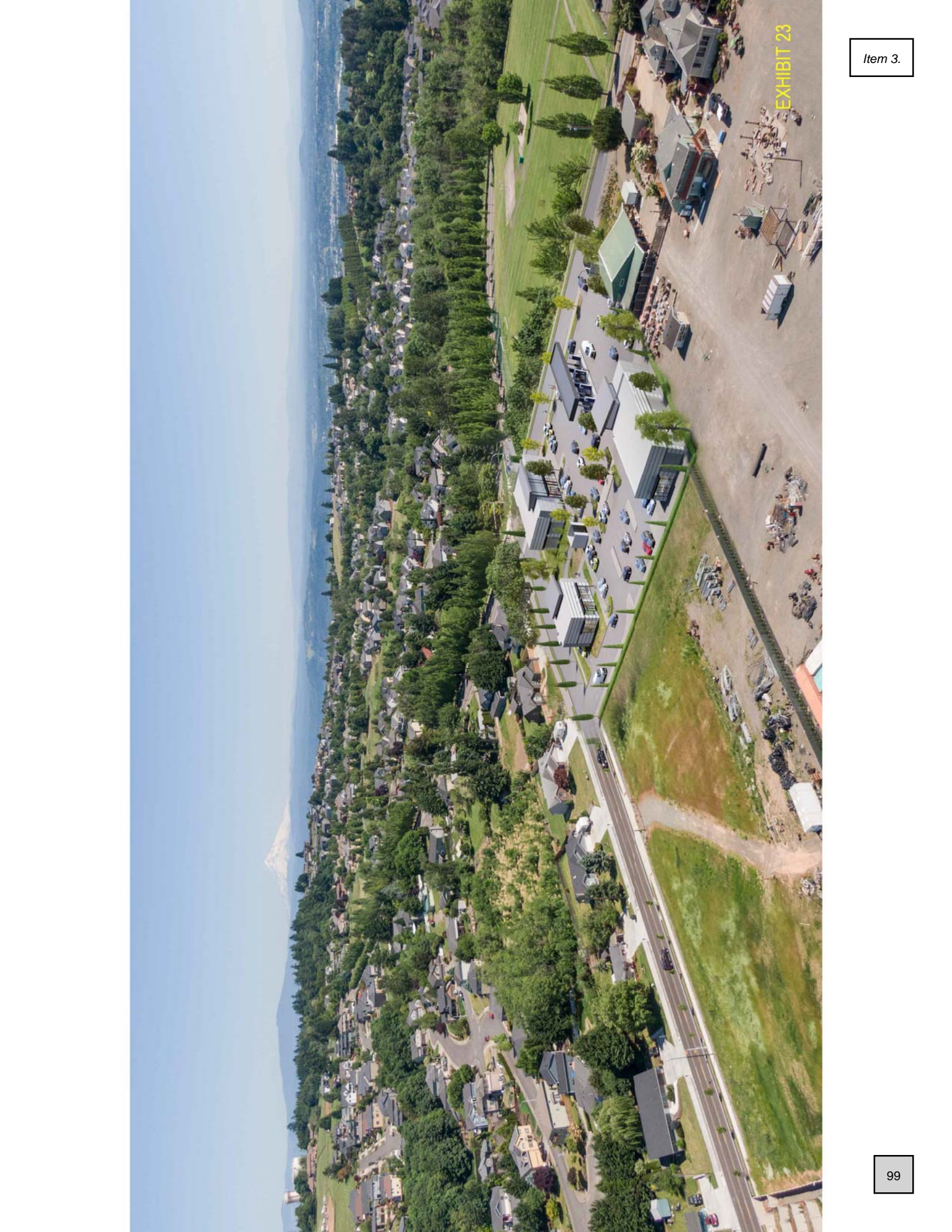


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Item 3.

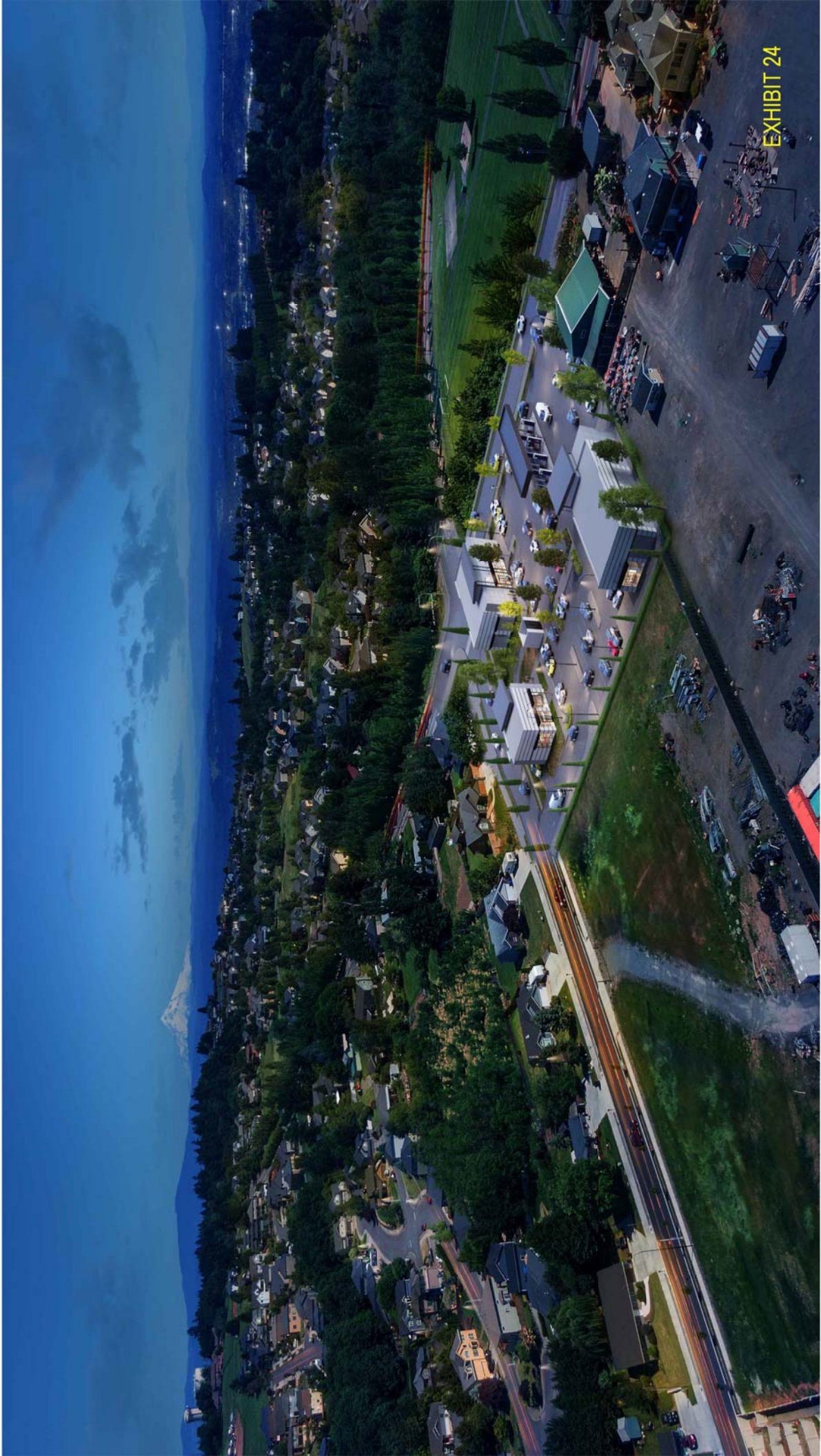


EXHIBIT 24

Item 3.

NOTE: The City welcomes public meeting citizen participation. TTY Relay Service: 711. In compliance with the ADA, if you need special assistance to participate in a meeting, contact the City Clerk's office at (360) 834-6864, 72 hours prior to the meeting to enable the City to make reasonable accommodations to ensure accessibility (28 CFR 35.102-35.104 ADA Title 1.).

Participate in this virtual Meeting with the online ZOOM application and/or by phone.

OPTION 1 – Join the virtual meeting from any device:

1. First-time ZOOM users, go to www.zoom.us
 - To download the free ZOOM Cloud Meetings app for your device
 - Or, click the Join Meeting link in the top right corner and paste - 91467401147
2. From any device click the meeting link <https://zoom.us/j/91467401147>
3. Enter your email and name, and then join webinar.
4. Wait for host to start the meeting.

OPTION 2 – Join the virtual meeting from your phone (audio only):

1. Dial 877.853.5257
2. When prompted, enter meeting ID #91467401147, and then ###

During Public Comment periods:

1. Attendees may click the **raise hand icon** in the app and you will be called upon to comment for up to 3 minutes.
 - If listening by phone, hit *9 to “raise your hand” and you will be called upon to comment for up to 3 minutes.
2. Residents can send public comments to communitydevelopment@cityofcamas.us.
These will be entered into the meeting record. Emails received by one hour before the start of the meeting will be emailed to the Meeting Body prior to the meeting start time. During the meeting, the clerk will read aloud the submitter's name, the subject, and the date/time it was received. Emails will be accepted until 1 hour received after the meeting and will be emailed to the Meeting Body no later than the end of the next business day.

CALL TO ORDER

ROLL CALL

MINUTES

1. Approval of Minutes from the May 18, 2021 meeting.

[PC Minutes 051821.pdf](#) (0.05 MB)

MEETING ITEMS

2. Public Hearing for 2021 Annual Comprehensive Plan Amendment
Presenter: Sarah Fox, Senior Planner

[Staff Report.pdf](#) (0.34 MB)

[1 - Application Vanport CPA21-01.pdf](#) (4.94 MB)

[2 - Comments from I Cap.pdf](#) (0.10 MB)

[3 - Comments from Pedwar Development.pdf](#) (0.06 MB)

[Presentation - 2021 CPA.pdf](#) (3.03 MB)

3. Public Hearing for Sessions Camas Municipal Code Amendment (File No. MC20-02)

Presenter: Sarah Fox, Senior Planner

Item 3.

[Staff Report for Public Hearing.pdf](#) (0.10 MB)

[1 - Sessions Code Amendment - MC20-02.pdf](#) (1.14 MB)

[2 - Email from Mike Odren 05-21-21.pdf](#) (0.39 MB)

[3 -Staff Report to PC Workshop 9-2020.pdf](#) (0.12 MB)

[Presentation for Sessions MC20-02.pdf](#) (0.55 MB)

MISCELLANEOUS UPDATES

NEXT MEETING DATE

The next Planning Commission Meeting is scheduled for July 20, 2021 at 7:00 p.m.

ADJOURNMENT



**Planning Commission Meeting Agenda
Tuesday, June 15, 2021, 7:00 PM
REMOTE PARTICIPATION**

CALL TO ORDER

Commissioner Hein called the meeting to order at 7:01 p.m.

ROLL CALL

Commissioners Present: Tim Hein, Troy Hull, Mahsa Eshghi, Warren Montgomery, Shawn High, Geoerl Niles and Joe Walsh

Staff Present: David Schultz, Phil Bourquin, Robert Maul, Sarah Fox, and Madeline Sutherland

Council Liaison: Shannon Roberts

MINUTES

1. Approval of Minutes from the May 18, 2021, meeting.

It was moved by Commissioner Niles and seconded by Commissioner Montgomery, to approve the minutes of the May 18, 2021, Planning Commission Meeting. The motion passed unanimously.

MEETING ITEMS

2. Public Hearing for 2021 Annual Comprehensive Plan Amendment
Presenter: Sarah Fox, Senior Planner

Sarah Fox reviewed the 2021 Annual Comprehensive Plan Amendment and responded to Commissioners questions. The application reviewed the application.

The following offered testimony:

Mike Foss 3535 Factoria Blvd Bellevue, WA

Chris Williams 4711 NW Camas Meadows Dr

It was moved by Hull and seconded by Niles to approve the 2021 Annual Comprehensive Plan Amendment. The motion passed unanimously.

3. Public Hearing for Sessions Camas Municipal Code Amendment (File No. MC20-02)
Presenter: Sarah Fox, Senior Planner

Sarah Fox reviewed the Sessions CMC Amendment and responded to Commissioners questions. The applicant reviewed the application.

There was no public testimony.

It was moved by Niles and seconded by High to not approve the Sessions CMC Amendment. The motion passed unanimously.

MISCELLANEOUS UPDATES

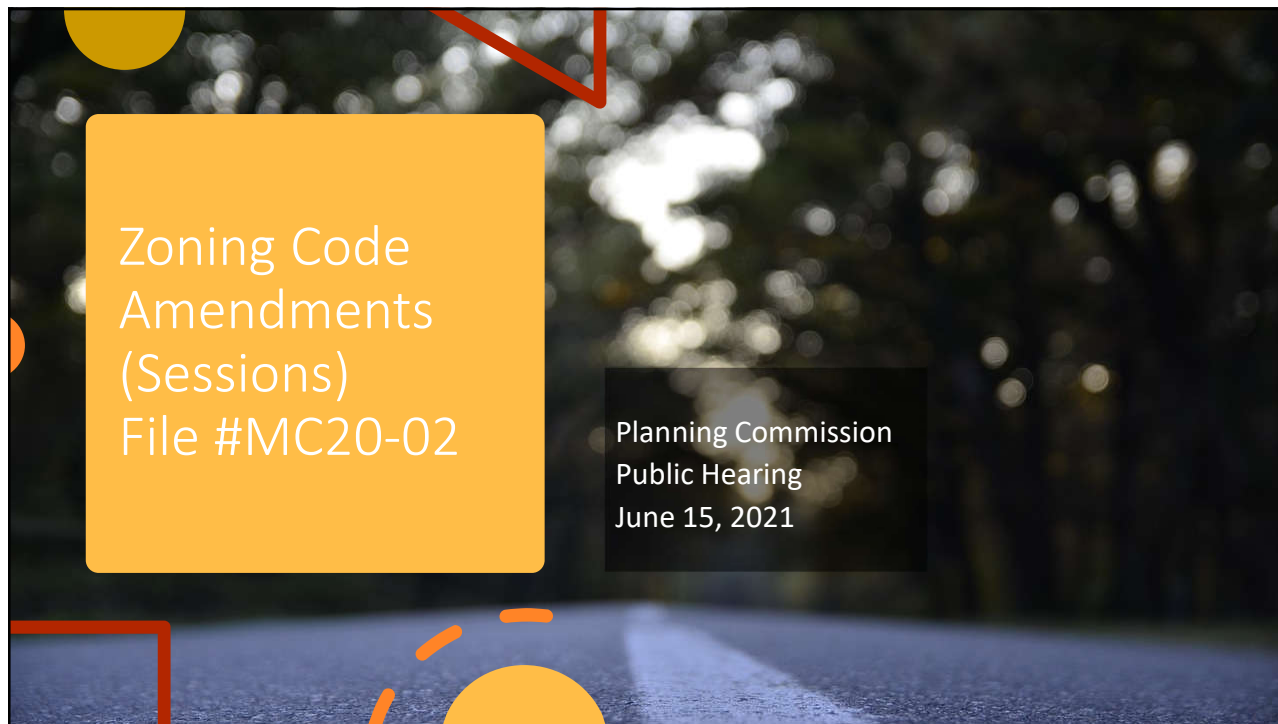
Robert Maul gave an update regarding city Covid-19 regulations.

NEXT MEETING DATE

The July meeting is cancelled. The next Planning Commission Meeting is scheduled for August 17, 2021, at 7:00 p.m.

ADJOURNMENT

The meeting adjourned at 9:12 p.m.



1

Proposal: Allow residential uses outright above first floor within these zones:

- Neighborhood Commercial Zone (NC)
- Community Commercial Zone (CC)
- Regional Commercial Zone (RC)

2

Residential Development Standards

Zoning Districts	NC	DC	CC	RC	MX
Dwelling Units "n/a" • NC, CC and RC	n/a	None	n/a	n/a	24
Dwelling units per acre (max)					
"None" • DC	5,000	None	None	None	1,800
Min. Lot area					
"24/units per acre" • Only MX	15' Front 10' Side	None	None	None	10' Front (max) 10' Side 25' Rear
Min. Setbacks					
Max height	35'	None	None	None	None

Note: Table is an excerpt from CMC

5

Residential Uses

Table Footnotes

7 = Residential uses may be outright permitted if part of a mixed-use building, where residential use is not located on the ground level; otherwise, it shall be a conditional use.

10 = Residential allowed per approved D.A. on 10 acres

Zoning Districts	NC	DC	CC	RC	MX
Duplex or two-family dwelling	X	C/P ⁷	X	X	P
Apartment, multifamily development, row houses	X	C/P ⁷	X/P ¹⁰	X/P ¹⁰	C
Single-family dwelling	X	X	X	X	P
Residence accessory to and connected with a business	P	P	P	X/P ¹⁰	P

6

Proposed Change

Table Footnotes

7: Residential uses may be outright permitted if part of a mixed-use building, where residential use is not located on the ground level; otherwise, it shall be a conditional use.

7a: Residential uses may be outright permitted if part of a mixed-use building, where residential use is not located on the ground level.

Zoning Districts	NC	DC	CC	RC	MX
Duplex or two-family dwelling	X	C/P ⁷	X	X	P
Apartment, multifamily development, row houses	X <u>P^{7a}</u>	C/P ⁷	X <u>P^{7a}</u> /P ¹⁰	X <u>P^{7a}</u> /P ¹⁰	C
Single-family dwelling	X	X	X	X	P
Residence accessory to and connected with a business	P	P	P	X/P ¹⁰	P

7

Next Steps

Questions for staff?

Conduct a public hearing, and forward recommendation to Council

Council will conduct a public hearing at future date

8

STAFF REPORT

Amendments to Camas Municipal Code

File No. MC20-02 (Sessions Code Amendment)

TO: Tim Hein, Chair
Planning Commission

FROM: Sarah Fox, Senior Planner

DATE: June 8, 2021

APPLICANT: Chad and Hollie Sessions, 5410 NW 38th Avenue, Camas, WA 98607 Applicant's Representative: **Mike Odren, Olson Engineering**

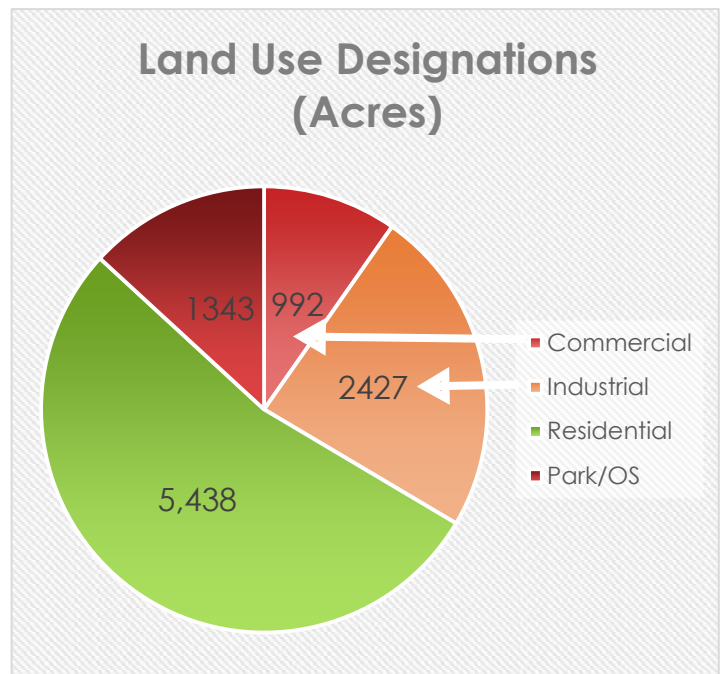
Compliance with State Agencies The city anticipates issuing a State Environmental Policy Act (SEPA) determination of Non-Significance Non-Project Action prior to Council consideration.

Summary:

The applicants, Chad and Hollie Sessions, proposed an amendment to commercial zoning districts (RC, CC, and NC) to allow residential units for upper levels of a mixed use building where the ground floor is for commercial uses. This amendment would not apply to the Downtown Commercial (DC) and Mixed Use (MX) zones as they currently allow residential units as proposed.

Discussion:

The city's comprehensive plan, Camas 2035, demonstrates that the city will meet the housing and employment needs for a projected population growth of 1.26 percent per year. Based on an analysis of the capacity of the city for redevelopment and new development, the plan confirmed that we could accommodate a projected population increase of 11,255 persons with 11,182 jobs and 3,868 residential units within our current urban growth limits by 2035. This projection assumes that commercially zoned lands provide at least 20 jobs per acre.



Employment lands comprise only 34% of the city's total acreage (Commercial 10% and Industrial 24%). The application did not include information to demonstrate that 20 jobs per acre would still be achieved with their proposed change.

The applicant described that residential development such as apartments, live/work units, and residences associated with a business are currently allowed within several of the commercial zones with limitations. [CMC 18.07.030-Table 1](#), provides a list of allowed residential types in each of the five commercial zones, with some zones prohibiting a particular type where others allow it. The exception to this jumble of allowances is the MX Zone, which permits all residential development types, with only apartments/multifamily requiring conditional use approval. With that said, the mixed use zone is also the only commercial zone that limits residential density (refer to [CMC 18.09.030](#)). The applicant's proposed change to commercial zones would not limit residential units per acre.

Prior to code amendments in 2017 (Ord. 17-013) residential development in commercial zones were largely limited to Mixed Use Planned Developments or in the Downtown Commercial zone. In 2017, Footnote 10 allowed mixed use development on properties over 10 acres with an approved development agreement. In most part, the city's commercial and industrial zones (employment areas) continue to limit residential uses in favor of protecting those lands for jobs.

Camas 2035 did not anticipate providing services (utilities, transportation, parks, schools, or public safety) to the commercial areas at levels that are required within residential areas. The demand for public services such as parks, schools and emergency services vary between areas developed residentially than those areas developed for employment uses. For example, the city's 2014 Parks, Recreation and Open Space Comprehensive Plan has goals and policies that are focused on serving residential areas and does not include a goal for serving industrial and commercial areas. *"Locate neighborhood parks convenient to all residents of Camas. Residents should have a neighborhood park or connection to the trail system available within about ½ mile of their homes"* (PROS Plan, Goal 2).

The application did not analyze the uses currently allowed (CMC Ch. 18.07 Use Authorization) within the RC, CC, and NC zoning that would be incompatible with residential development. It is unknown whether the expansion of mixed use residential developments would deter future employers from locating in the city.

CRITERIA OF APPROVAL – CMC 18.51.030

Finding

A. Impact upon the city of Camas comprehensive plan and zoning code;	Residential development above the ground floor is allowed in the DC and MX zones (110 acres). The amendment would allow residential development on upper floors in the remaining commercial zones (RC, NC, CC) that comprise 845 acres.
B. Impact upon surrounding properties, if applicable;	The applicant did not address the impacts to adjacent employment lands, as not all businesses are compatible with residential uses. It is unknown whether this change would deter businesses from locating in Camas.
C. Alternatives to the proposed amendment; and	No alternatives discussed at this time.
D. Relevant code citations and other adopted documents that may be affected by the proposed change.	The proposal would change CMC 18.07.030 along with the following comprehensive plan documents: City of Camas Transportation Plan; Camas Park, Recreation and Open Space Plan; and the applicable School District Capital Facilities Plans.

Finding: The application does not include a full analysis of the impacts of an unspecified number of residential units being outright allowed within 845 acres of commercial land.

Recommendation

Staff recommends that the Commission conduct a public hearing, deliberate and forward a recommendation on the proposed amendments to Camas Municipal Code to City Council.



Staff Report

September 20, 2021 Council Workshop

Fireworks Discussion

Presenter: Ron Schumacher, Fire Marshal, Mitch Lackey, Police Chief

Time Estimate: 20 Minutes

Phone	Email
360.817.1532	nswinhart@cityofcamas.us

BACKGROUND: Due to an unseasonably hot and dry spring and early summer, officials were forced to ban the sales and discharge of fireworks in Camas in July 2021. Council members had requested further discussion on how fireworks laws may be better enforced and what changes may need to be made in code to allow for better control of sales and discharge during a heat/weather emergency.

SUMMARY: Camas council members have requested an opportunity to continue to discuss fireworks rules and regulations in the city. This workshop will be an opportunity to have further conversations on fireworks use in the community.

EQUITY CONSIDERATIONS:

What are the desired results and outcomes for this agenda item?

Further discussion on fireworks use in the city with a direction from Council on what changes may be needed in city code.

What’s the data? What does the data tell us?

N/A

How have communities been engaged? Are there opportunities to expand engagement?

There has been a public survey created by the communications director to engage the community on their opinions on fireworks usage.

Who will benefit from, or be burdened by this agenda item?

N/A

What are the strategies to mitigate any unintended consequences?

N/A

Does this agenda item have a differential impact on underserved populations, people living with disabilities, and/or communities of color? Please provide available data to illustrate this impact.

As this is a discussion item only, it would have no known differential impact on underserved populations.

Will this agenda item improve ADA accessibilities for people with disabilities?

N/A

What potential hurdles exist in implementing this proposal (include both operational and political)?

N/A

How will you ensure accountabilities, communicate, and evaluate results?

N/A

How does this item support a comprehensive plan goal, policy or other adopted resolution?

N/A

BUDGET IMPACT: None

RECOMMENDATION: Discussion at workshop with direction from Council on changes that may be necessary to implement in city code.