



City Council Regular Meeting Agenda Monday, December 15, 2025, 7:00 PM Council Chambers, 616 NE 4th AVE

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 so reasonable accommodations can be made (28 CFR 35.102-35.104 ADA Title 1)

To observe the meeting (no public comment ability)

- go to <https://vimeo.com/event/5576446>

To participate in the meeting (able to public comment)

- go to <https://us06web.zoom.us/j/82525742145>

(public comments may be submitted to publiccomments@cityofcamas.us)

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENTS

This is the public's opportunity to comment about any item on the agenda, including items up for final Council action.

CONSENT AGENDA

NOTE: Consent Agenda items may be removed for general discussion or action.

1. [December 1, 2025 Camas City Council Regular and Workshop Meeting Minutes](#)
2. Automated Clearing House and Claim Checks Approved by Finance Committee
3. [\\$120,955.97 Tapani Electric, LLC City Hall Generator Improvements Bid Award with up to 10% Change Order Authorization \(Justin Monsrud, Engineer III\)](#)
4. [Grounds, Equipment, and Maintenance \(GEM\) Services Agreement \(Submitted by Scott Collins, Public Works Director\)](#)
5. [Library Building Improvements Bid \(Submitted by Connie Urquhart, Library Director\)](#)

MAYOR

6. [Mayor Announcements](#)

7. [2026 Citizen Appointments](#)

MEETING ITEMS

8. [Ordinance No. 25-025 Annual Code Updates to Titles 2, 8, 12, 15, 16, 17, and 18](#)
[Presenter: Alan Peters, Community Development Director](#)
[Time Estimate: 5 minutes](#)

PUBLIC COMMENTS

NON-AGENDA ITEMS

9. Staff
10. Council

CLOSE OF MEETING



City Council Workshop Minutes - Draft
Monday, December 01, 2025, 4:30 PM
Council Chambers, 616 NE 4th AVE

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

CALL TO ORDER

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

ROLL CALL

Present: Council Members Marilyn Boerke, Martin Elzingre, Tim Hein, John Nohr, Jennifer Senescu and John Svilarich

Remote: Council Member Leslie Lewallen

Staff: Sydney Baker, Debra Brooks, James Carothers, Scott Collins, Carrie Davis, Cliff Free, Jennifer Gorsuch, Cathy Huber Nickerson, Tina Jones, Robert Maul, Alan Peters, Doug Quinn, Bryan Rachal, Ron Schumacher, Heidi Steffensen, Alicia Stevens, Connie Urquhart and Chris Witkowski

Press: No one from the press was present.

PUBLIC COMMENTS

Gregg Herrington, Camas, commented about Allen Thomas, reporter for the Columbian and Camas resident.

Kelly Putney, Vancouver, commented about Allen Thomas, reporter for the Columbian and Camas resident.

Rick Marshall, Camas, commented about property taxes.

John Spencer, Washougal, commented about Kelly Putney.

Charity Feb, Camas, commented about the Transportation Benefit District.

WORKSHOP TOPICS

1. Downtown Camas Association Report
 Presenter: Carrie Schulstad, Downtown Camas Association Executive Director

This item was for Council's information only.

2. Camas High School Lake Team Presentation
Presenter: Camas High School Lake Team

This item was for Council's information only.

3. Lacamas Watershed Council Annual Update
Presenter: Lacamas Watershed Council

This item was for Council's information only.

4. 2026 Property Tax Presentation
Presenter: Cathy Huber Nickerson, Finance Director

A Public Hearing and Ordinance for this item will be placed on the December 1, 2025 City Council Regular Meeting for public testimony and Council's consideration.

5. Staff Miscellaneous Updates
Presenter: Doug Quinn, City Administrator

Collins commented about a grant award from the Transportation Improvement Board.

Jones provided an update on the SW Washington Regional Criminal Justice Training Facility.

PUBLIC COMMENTS

Randy Hopkins, Camas, commented about property taxes.

COUNCIL COMMENTS AND REPORTS

Boerke commented about Hometown Holidays and Downtown Camas Association annual awards.

Hein provided an update on Clark County Public Transit Benefit Area Authority (CTRAN). Hein commented about the Salvation Army and the passing of Washougal Council Member Molly Coston.

Nohr commented about the passing of Washougal Council Member Molly Coston.

Svilarich commented about events at Grains of Wrath.

Mayor Hogan commented about Wreaths Across America.

CLOSE OF MEETING

The meeting closed at 6:14 p.m.



City Council Regular Meeting Minutes - Draft
Monday, December 01, 2025, 7:00 PM
Council Chambers, 616 NE 4th AVE

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

CALL TO ORDER

Mayor Hogan called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Council Members Marilyn Boerke, Martin Elzingre, Tim Hein, John Nohr, Jennifer Senescu and John Svilarich

Remote: Council Member Leslie Lewallen

Staff: Sydney Baker, Debra Brooks, James Carothers, Rob Charles, Scott Collins, Carrie Davis, Shaun Ford, Cliff Free, Jennifer Gorsuch, Cathy Huber Nickerson, Tina Jones, Shawn MacPherson, Robert Maul, Alan Peters, Doug Quinn, Bryan Rachal, Brian Smith, Heidi Steffensen, Alicia Stevens, Connie Urquhart and Chris Witkowski

Press: No one from the press was present.

OATH OF OFFICE

1. Oath of Office - Martin Elzingre
Presenter: Shawn MacPherson, City Attorney

MacPherson administered the Oath of Office

PUBLIC COMMENTS

Eric Doe, Camas, electric bikes.

Randy Hopkins, Camas, property taxes.

Darcy Smith, Camas, electric bikes.

CONSENT AGENDA

2. November 3, 2025 Camas City Council Regular and Workshop Meeting Minutes

3. \$1,389,325.40 Automated Clearing House 702933-702973 and Claim Checks 161780-161887 and \$3,553,237.51 Automated Clearing House, Direct Deposit, Payroll Checks 161888-161893 Approved by Finance Committee
4. \$79,821 to Holt Services, Inc., Well Casing Decommissioning Bid Award with up to 10% change order authorization
(Submitted by Rob Charles, Utilities Manager)
5. \$898,122 to Tapani, Inc., for Main Pump Station Improvements Bid Award with up to 10% change order authorization
(Submitted by Rob Charles, Utilities Manager)
6. NE 3rd Avenue Trailhead Improvements North Cascade Excavating LLC Final Acceptance
(Submitted by James Carothers, Engineering Manager)

It was moved by Hein, and seconded, to approve the Consent Agenda. The motion passed unanimously.

MAYOR

7. Mayor Announcements

Hogan commented about Wreaths Across America.

MEETING ITEMS

8. Ordinance No. 25-020 Providing for the Vacation of a Portion of NE Everett Street
Presenter: James Carothers, Engineering Manager
Time Estimate: 5 minutes

It was moved by Boerke, and seconded, to approve Ordinance No. 25-020 and publish according to law. The motion passed unanimously.

9. Resolution No. 25-015 Station 41 General and Construction Manager Contract
Presenter: Cliff Free, Fire Chief and Shaun Ford, Division Chief of EMS
Time Estimate: 15 minutes

It was moved by Nohr, and seconded, to adopt Resolution No. 25-015 and publish according to law. The motion passed unanimously.

10. Public Hearing – Ordinance 25-019 Fall Omnibus Amending the 2025-2026 Budget
Presenter: Cathy Huber-Nickerson, Finance Director and Debra Brooks, Financial Analyst

Mayor Hogan opened the public hearing at 7:17 p.m. The following residence provided testimony:

Randy Hopkins
Darcy Smith

The public hearing closed at 7:25 p.m.

It was moved by Nohr, and seconded, to approve Ordinance No. 25-019 and publish according to law. The motion passed.

Roll Call Vote:

**Boerke - Yes
Lewallen - No
Nohr - Yes
Hein - Yes
Svilarich - Yes
Elzingre - Yes
Senescu - No**

11. Public Hearing - Ordinance Nos. 25-021, 25-022 and 25-023 for 2026 Property Tax Levies
Presenter: Cathy Huber Nickerson, Finance Director

Mayor Hogan opened the public hearing at 7:31 p.m. The following residence provided testimony:

Darcy Smith
Tyler Sanders

The public hearing closed at 7:34 p.m.

12. Ordinance No. 25-021 2026 Property Tax Levy for Camas General Fund
Presenter: Cathy Huber Nickerson, Finance Director

It was moved by Svilarich, and seconded, to approve Ordinance No. 25-021 and publish according to law. The motion passed.

Roll Call Vote:

**Senescu - No
Boerke - Yes
Svilarich - Yes
Hein - Yes
Lewallen - No
Nohr - Yes
Elzingre - Yes**

13. Ordinance No. 25-022 2026 Property Tax Levy for EMS
Presenter: Cathy Huber Nickerson, Finance Director

It was moved by Nohr, and seconded, to approve Ordinance No. 25-022 and publish according to law. The motion passed unanimously.

Roll Call Vote:

Elzingre - Yes
 Svilarich - Yes
 Nohr - Yes
 Boerke - Yes
 Senescu - Yes
 Lewallen - Yes
 Hein - Yes

14. Ordinance No. 25-023 2026 Property Tax Levy for Public Safety Bonds
 Presenter: Cathy Huber Nickerson, Finance Director

It was moved by Boerke, and seconded, to approve Ordinance No. 25-023 and publish according to law. The motion passed unanimously.

Roll Call Vote:

Nohr - Yes
 Boerke - Yes
 Hein - Yes
 Elzingre - Yes
 Svilarich - Yes
 Senescu - Yes
 Lewallen - Yes

15. Public Hearing - Ordinance No. 25-024 Amending the Camas 2026 Budget
 Presenter: Cathy Huber Nickerson, Finance Director

Mayor Hogan opened the public hearing at 7:54 p.m.

No one from the public wished to speak.

The public hearing closed at 7:55 p.m.

It was moved by Boerke, and seconded, to approve Ordinance No. 25-024 and publish according to law. The motion passed.

Roll Call Vote:

Hein - Yes
 Lewallen - No
 Boerke - Yes
 Svilarich - Yes
 Elzingre - Yes
 Nohr - Yes
 Senescu - No

16. Public Hearing - 2025 Annual Municipal Code Amendments
 Presenter: Robert Maul, Planning Manager

Mayor Hogan opened the public hearing at 8:04 p.m. The following residence provided testimony:

Tyler Sanders

The public hearing closed at 8:09 p.m.

It was moved by Boerke, and seconded, to direct the City Attorney to prepare an Ordinance to amend the Municipal Code. The motion passed unanimously.

PUBLIC COMMENTS

No one wished to speak

NON-AGENDA ITEMS

17. Staff

There were no staff comments.

18. Council

Hein commented about property taxes.

Svilarich commented about a hearing examiner meeting regarding the North Shore, Hometown Holidays and electric bicycles.

Nohr commented about electric bicycles.

CLOSE OF MEETING

The meeting closed at 8:30 p.m.



Staff Report – Consent Agenda

December 15, 2025 Council Regular Meeting

\$120,955.97 Tapani Electric, LLC City Hall Generator Improvements Bid Award with up to 10% Change Order Authorization (Justin Monsrud, Engineer III)

Phone	Email
360.817.7232	jmonsrud@cityofcamas.us

BACKGROUND: In October of 2024 Council approved pre-purchasing of a new standby power generator for installation at City Hall to replace the existing system that has reached the end of its useful life. The new 200-KW sized diesel generator has been procured and is in storage at the manufacture’s facility awaiting install.

SUMMARY: On November 25, 2025, Staff held a public bid opening for installation of the new generator and associative improvements. The City received a total of thirteen contractor bids, with the low bidder Tapani Electric, LLC, submitting proposal for \$120,955. The Engineer Estimate for this project was \$233,897 and the bid spread was \$120,955 to \$476,591.

BENEFITS TO THE COMMUNITY: This project benefits the community by allowing City Services to be non-disruptive during an emergency power outage.

STRATEGIC PLAN: This project aligns with Strategic Plan priority “Stewardship of City Assets” by completing backlogged maintenance and replacing a facility asset (generator system) which has remained in service beyond its useful life.

POTENTIAL CHALLENGES: This work will require coordination with City Services during generator startup and electrical connections to limit service disruptions to Fire Station 41.

BUDGET IMPACT: This project is funded through the 2023 general obligation bond with funds dedicated to facility maintenance.

Budget:

Facility Fund- 2026 Capital Budget \$ 2,600,000

Estimated Construction Expenses:

Construction Bid	\$ 120,955
Construction Contingency (10%)	\$ 12,095
Construction Management (Staff Time)	\$ 5,000
Engineering Support (Windsor)	\$ 3,000
Commissioning Support (Windsor)	\$ 5,000
Total Estimated Construction Cost	\$ 146,050

Equipment Purchase (October 2024)

Pre-purchase of Genset and ATS \$ 156,593

RECOMMENDATION: Staff recommends Council approve this contract to Tapani Electric with up to 10% change order authorization.



I, James E. Carothers, Engineering Manager, hereby certify
that these bid tabulations are correct.

Signed by:

James E. Carothers

12/5/2025

James E. Carothers, PE

Date

PROJECT NO. FAC230080				Engineer's Estimate:		Tapani Electric LLC		Vertex Contracting LLC		Advanced Excavating Specialists	
				\$233,897.25		2508 Lewis River Rd		24503 NE 162nd Ave		1200 Hazel St	
DESCRIPTION: City Hall Generator						Woodland WA 98674		Battle Ground, WA 98604		Kelso WA 98632	
			Ent. By			kenny@tapanielectric.com		markc@vertexcontracting.net		chad@advexc.us	
DATE OF BID OPENING: Dec 3, 2025 @ 10:00 AM			MP			360-909-5095		360-949-5564		360-232-8854	
ITEM NO	DESCRIPTION	UNIT	QTY	UNIT PRICE	ENGRG TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL
1	Mobilization	CALC	1	\$10,000.00	\$10,000.00	\$4,500.00	\$4,500.00	\$15,000.00	\$15,000.00	\$12,000.00	\$12,000.00
2	Minor Changes (Min. Bid \$5000)	FA	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
3	Construction Documentation (Min. Bid \$5000)	LS	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
4	Trench Safety System (Min. Bid \$5000)	LS	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
5	Site Demolition	LS	1	\$19,500.00	\$19,500.00	\$3,500.00	\$3,500.00	\$10,000.00	\$10,000.00	\$28,000.00	\$28,000.00
6	Electrical Site Improvements	LS	1	\$76,875.00	\$76,875.00	\$18,000.00	\$18,000.00	\$25,000.00	\$25,000.00	\$37,000.00	\$37,000.00
7	Civil and Architectural Improvements	LS	1	\$94,000.00	\$94,000.00	\$70,377.50	\$70,377.50	\$65,931.00	\$65,931.00	\$47,000.00	\$47,000.00
Subtotal					\$215,375.00		\$111,377.50		\$130,931.00		\$139,000.00
Sales Tax (8.6%)					\$18,522.25		\$9,578.47		\$11,260.07		\$11,954.00
Contract Total (BASIS OF AWARD)					\$233,897.25		\$120,955.97		\$142,191.07		\$150,954.00

PROJECT NO. FAC230080			Kaski Electric		Columbia-Cascade Const Inc		4K Contractors Inc		
			PO Box 1823		10115 SE Schacht		PO Box 2105		
DESCRIPTION: City Hall Generator			Battle Ground WA 98604		Damascus OR 97089		Battle Ground WA 98604		
			Ent. By	joel@kaskielectric.com		columbiacascade@yahoo.com		office@4kcontractors.com	
DATE OF BID OPENING: Dec 3, 2025 @ 10:00 AM			MP	360-904-3349		503-750-7348		phone	
ITEM NO	DESCRIPTION	UNIT	QTY	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL
1	Mobilization	CALC	1	\$7,000.00	\$7,000.00	\$25,000.00	\$25,000.00	\$16,268.00	\$16,268.00
2	Minor Changes (Min. Bid \$5000)	FA	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
3	Construction Documentation (Min. Bid \$5000)	LS	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
4	Trench Safety System (Min. Bid \$5000)	LS	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
5	Site Demolition	LS	1	\$8,500.00	\$8,500.00	\$15,000.00	\$15,000.00	\$23,101.67	\$23,101.67
6	Electrical Site Improvements	LS	1	\$25,000.00	\$25,000.00	\$42,000.00	\$42,000.00	\$42,877.41	\$42,877.41
7	Civil and Architectural Improvements	LS	1	\$93,148.00	\$93,148.00	\$85,000.00	\$85,000.00	\$93,523.86	\$93,523.86
Subtotal					\$148,648.00		\$182,000.00		\$190,770.94
Sales Tax (8.6%)					\$12,783.73		\$15,652.00		\$16,406.30
Contract Total (BASIS OF AWARD)					\$161,431.73		\$197,652.00		\$207,177.24

				Blaze Construction LLC	Jeffries Construction LLC	Slateco LLC		Apex Mechanical LLC			
				PO Box 487	PO Box 570	PO Box 1921		1507 SE Eaton Blvd			
				Brush Prairie WA	Woodland WA 98674	Woodland WA 98674		Battle Ground WA 98604			
	CONTINUED			jason@blazeconstruct.com	accounting@icllcwa.com	royce@slateco.net		estimating@apexmechanical.org			
				360-904-0036	360-952-8256	360-903-1808		360-666-8735			
ITEM	DESCRIPTION	UNIT	QTY	UNIT	CONTRACT	UNIT	CONTRACT	UNIT	CONTRACT	UNIT	CONTRACT
NO				PRICE	TOTAL	PRICE	TOTAL	PRICE	TOTAL	PRICE	TOTAL
1	Mobilization	CALC	1	\$14,987.50	\$14,987.50	\$21,000.00	\$21,000.00	\$12,000.00	\$12,000.00	\$5,000.00	\$5,000.00
2	Minor Changes (Min. Bid \$5000)	FA	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
3	Construction Documentation (Min. Bid \$5000)	LS	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
4	Trench Safety System (Min. Bid \$5000)	LS	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
5	Site Demolition	LS	1	\$10,203.50	\$10,203.50	\$13,500.00	\$13,500.00	\$10,500.00	\$10,500.00	\$15,000.00	\$15,000.00
6	Electrical Site Improvements	LS	1	\$45,000.00	\$45,000.00	\$57,000.00	\$57,000.00	\$49,000.00	\$49,000.00	\$79,000.00	\$79,000.00
7	Civil and Architectural Improvements	LS	1	\$121,541.10	\$121,541.10	\$104,500.00	\$104,500.00	\$127,000.00	\$127,000.00	\$100,000.00	\$100,000.00
	Subtotal				\$206,732.10		\$211,000.00		\$213,500.00		\$214,000.00
	Sales Tax (8.6%)				\$17,778.96		\$18,146.00		\$18,361.00		\$18,404.00
	Contract Total (BASIS OF AWARD)				\$224,511.06		\$229,146.00		\$231,861.00		\$232,404.00

				Stateline LLC		Northeast Electric LLC		Peak Environmental LLC	
				PO Box 972		1780 Down River Dr		7800 NE 99th St	
				La Center WA 98629		Woodland WA 98674		Vancouver WA 98662	
	CONTINUED			darren@statelinewa.com		estimating@nellc.net		garreth@peakenvironmentalllc.com	
				360-623-9393		360-225-7004		360-952-7311	
ITEM NO	DESCRIPTION	UNIT	QTY	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL
1	Mobilization	CALC	1	\$15,000.00	\$15,000.00	\$20,000.00	\$20,000.00	\$31,587.00	\$31,587.00
2	Minor Changes (Min. Bid \$5000)	FA	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
3	Construction Documentation (Min. Bid \$5000)	LS	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
4	Trench Safety System (Min. Bid \$5000)	LS	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
5	Site Demolition	LS	1	\$20,000.00	\$20,000.00	\$10,000.00	\$10,000.00	\$37,114.00	\$37,114.00
6	Electrical Site Improvements	LS	1	\$90,000.00	\$90,000.00	\$141,000.00	\$141,000.00	\$74,454.00	\$74,454.00
7	Civil and Architectural Improvements	LS	1	\$100,000.00	\$100,000.00	\$78,000.00	\$78,000.00	\$280,695.00	\$280,695.00
	Subtotal				\$240,000.00		\$264,000.00		\$438,850.00
	Sales Tax (8.6%)				\$20,640.00		\$22,704.00		\$37,741.10
	Contract Total (BASIS OF AWARD)				\$260,640.00		\$286,704.00		\$476,591.10



Staff Report – Consent Agenda

December 15, 2025 Council Regular Meeting

GROUND, EQUIPMENT, AND MAINTENANCE (GEM) SERVICES AGREEMENT
(Submitted by Scott Collins, Public Works Director)

Phone	Email
360.817. 7899	scollins@cityofcamas.us

BACKGROUND: The Pacific Northwest Interagency Cooperative Interlocal Agreement for Grounds, Equipment, and Maintenance (GEM) Services is a regional partnership that allows participating jurisdictions to share labor, equipment, and materials to support roadway construction, maintenance operations, and facilities work. Originally developed in 2005 and formalized in the 2011–2015 agreement, GEM was created to improve efficiency and achieve economies of scale by allowing agencies to borrow specialized equipment and staff on a reimbursable basis, while giving priority to each provider’s internal needs. The agreement includes a broad coalition of cities, counties, ports, utilities, school districts, and other public entities within the region, reflecting a shared commitment to collaborative operations. Subsequent extensions for 2016–2020 and 2021–2025 maintained the same terms, allowing the City of Camas to continue participating in this cost-effective and operationally beneficial cooperative framework.

SUMMARY: The proposed action is to approve the updated GEM Interlocal Agreement and renew Camas’ participation in the regional cooperative for the next term beginning January 1, 2026. The updated agreement maintains the long-standing GEM framework that allows member agencies to share specialized equipment and staff resources, improving operational efficiency and reducing duplicative public-works and utility expenditures. Key updates include administrative and legal clarifications, removal of the prior \$50,000 annual cap in favor of each agency’s procurement thresholds, revised membership and signature procedures, and a new multi-year term through 2031 with optional extensions. Approval ensures Camas continues to benefit from an established partnership that supports timely service delivery, regional coordination, and cost-effective maintenance and capital project operations.

BENEFITS TO THE COMMUNITY: Participation in the GEM cooperative allows Camas to deliver public works and maintenance services more efficiently by accessing specialized equipment and support without the cost of purchasing or maintaining it independently. This shared-resource model enhances responsiveness, supports consistent maintenance of streets and facilities, and ultimately helps the City provide reliable, cost-effective services to the community..

STRATEGIC PLAN: This action aligns with the Strategic Plan goal of “Stewardship of City Assets” by supporting efforts to preserve the City’s critical infrastructure systems.

BUDGET IMPACT: Actual costs will continue to vary year-to-year and are incurred only when GEM services, equipment, or staff support are utilized. Any expenses associated with Camas' participation will be funded from the applicable Public Works operating budgets based on the type of work performed.

RECOMMENDATION: Staff recommends Council authorize the Mayor to sign the Pacific Northwest Interagency Cooperative Intergovernmental Agreement for Grounds Equipment and Maintenance ("GEM") Services Agreement.

To be posted on CITY of Vancouver website

Pacific Northwest Interagency Cooperative
Intergovernmental Agreement For
Grounds Equipment and Maintenance (“GEM”) Services

1/1/2026 – 12/31/2031

-

This Agreement is between various public agencies for the purpose of sharing equipment and labor for services relating to furnishing each other labor, equipment and materials when available on a reimbursable basis for services, roadway construction, maintenance activities, and facilities support pursuant to chapter 39.34 RCW, RCW 47.28.140, and chapter 190.007 ORS.

WHEREAS, the parties to this Agreement are each responsible for constructing and maintaining their facilities/grounds, utilities (sewer, stormwater, power, water, gas, etc.), streets, roads, and highways and maintaining staff, equipment and materials to perform this work; and

WHEREAS, some of the parties to this Agreement were previous participants in similar interlocal agreements since 2005; and

WHEREAS, the parties and public have benefited from the earlier interlocal agreements by achieving greater efficiencies and economies of scale; and

WHEREAS, these interlocal cooperative efforts have commonly been known as the “GEM” Agreement, which stands for grounds, equipment and maintenance; and

WHEREAS, this successor Agreement is intended to be consistent with chapter 39.34 RCW (the “Interlocal Cooperation Act”) and RCW 47.28.140 (the “Highways and Transportation Improvements Cooperative Agreements Act”), and with the provisions of ORS 190.007 (“Intergovernmental Cooperation”); and

WHEREAS, public agencies have a continuing need for efficiencies and economies of scale.

In consideration of the below terms, the parties agree as follows:

1. PURPOSES

The purpose of this Agreement is to permit the parties to make more efficient use of their resources by enabling them to furnish each other labor, equipment and materials when available on a reimbursable basis for services, roadway construction, maintenance activities, and facilities support. This sharing of

resources will be done with the understanding of the parties that the work of the owner of the requested resources takes first priority.

2. PARTIES

The initial parties to this Agreement are City of Vancouver, Clark County, Clark Regional Wastewater District and Clark Regional Transportation Agency. Other governmental agencies, quasi-governmental agencies and public service providers may become parties to this Agreement by executing a signature page pursuant to Section 21.

Other organizations who are neither general purpose governmental jurisdictions nor public service providers may be allowed to participate in similar or identical, but separate, service agreements.

3. TERM OF AGREEMENT

The term of this Agreement is from January 1, 2026, through December 31, 2031. The term may be extended pursuant to Section 4. This Agreement replaces the prior GEM Interlocal Agreement.

4. EXTENSIONS

This Agreement may be extended in five-year increments from the date that this Agreement was initially executed by written agreement of two or more parties. Any extensions shall be executed at least 30 days prior to the expiration of the Agreement. The Administrator for each party is authorized to execute five-year extensions without further authorization from the legislative or governing body of that party. A party desiring to extend the Agreement shall execute a new signature page reflecting the applicable five-year period of that party's continued participation.

5. REQUEST FOR SERVICES

Each request for service shall be in writing and specify the particular service required, the amounts and types of labor, equipment, and materials required, the location of the work, the estimated cost of the work and other information pertinent to the request. Upon receipt of the request, the party which has been requested to provide the service shall indicate its acceptance or rejection of the request, provide an estimated cost of the work by their forces, have it signed by their authorized official, and return one copy to the requesting party. In cases of emergency or unforeseen circumstance necessitating prompt action the request and approval may be done verbally but must be documented in writing within 48 hours of the verbal request.

The party supplying the services or the vehicles, machinery, and equipment shall be designated as the "Provider." The party receiving the services or assuming the use of vehicles, machinery or equipment shall be designated the "User."

6. PAYMENT

The parties agree that the User shall reimburse the Provider, upon request, for its actual direct and related indirect costs including any administrative overhead charges. Administrative charges between

two separate parties may be waived by virtue of a separate written agreement between the parties. Users will pay Provider's invoices in full within 30 days of billing.

Each party agrees that it will be responsible to ensure that the amounts payable for work performed under this Agreement are in accordance with its own procurement guidelines and applicable law.

7. RECORDS RETENTION AND AUDIT

The parties agree to maintain records of all costs incurred under this Agreement pursuant to an accounting system as prescribed and approved by the Washington State Auditor's Office or by the Oregon Secretary of State Audits Division, as applicable. These records shall be kept available for inspection and audit by the party requesting the service for 6 years after payment of the requested service.

8. CARE AND MAINTENANCE OF EQUIPMENT

The parties agree that any time a request is made for the use of equipment, the User shall be responsible for the proper care, maintenance and security of the equipment until the equipment is returned to the Provider. The User shall permit the equipment to be used only by properly trained and supervised operators. Any damage other than normal wear and tear will be the responsibility of the party in possession of the equipment at the time the equipment is damaged. The Provider may require, at its sole discretion, that only Provider's personnel operate certain equipment. In doing so, Provider is an independent contractor and Provider's employees are not employees of the User. The Provider's operator shall perform under the general direction and control of the User but shall retain full control of the manner and means of using the equipment.

9. RIGHT OF ENTRY

The parties have permission to enter all land in which the parties have an interest that is within or adjacent to the right-of-way of a highway, road or street to accomplish all work or services requested as part of this Agreement.

10. ADMINISTRATORS

The legislative body, governing body, or chief administrative official as appropriate for each party shall designate an administrator, who shall have authority to act on behalf of their agency for any action contemplated by this Agreement. The Administrator may designate another person to act in their capacity as Administrator for purposes of this Agreement.

11. DISPUTE CLAUSE, CHOICE OF LAW AND VENUE

If a dispute arises under this Agreement, it shall be resolved as follows:

The Administrator for the Provider and the User shall each appoint a member to a disputes board. These two members of the disputes board shall select a third member not affiliated with either agency. The

dispute resolution hearing shall be informal and unrecorded. Use of this dispute resolution process shall be a prerequisite to the filing of any litigation concerning the dispute.

Venue for any legal action resulting from this Agreement shall be in Clark County, Washington in any court with jurisdiction. The laws of the State of Washington shall apply to this Agreement.

12. HOLD HARMLESS AND INDEMNIFICATION

A. The User will hold harmless, indemnify, and defend the Provider and its elected or appointed officials, agents, and employees from all claims, actions, damages, or expenses arising out of, or in conjunction with, the performance of the work performed by Provider. This obligation shall not include claims, costs, or damages caused by the sole negligence of the Provider or its elected or appointed officials, agents, and employees.

B. *Waiver of Worker's Compensation Immunity.* This hold harmless and indemnification shall include any claim made against a party by an employee of another party or an employee of an agent or subcontractor of a party even if the party is otherwise immune from liability pursuant to the Washington workers' compensation statute, Title 51 RCW or the Oregon workers' compensation statute, Ch 656 ORS.

C. *Concurrent Negligence.* If the claims or damages are caused by or result from the concurrent negligence of the Provider, and its agents or employees, and the User, and its agents or employees, and involves those actions covered by RCW 4.24.115, both the Provider and the User shall be liable only to the proportional extent of their respective negligence.

13. CIVIL RIGHTS ACT

A. *Nondiscrimination --Title VI of the Civil Rights Act.* All agree to comply with all requirements prohibiting discrimination on the basis of race, color, or national origin of Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000(d) and (e), et seq., and U.S. DOT regulations, "Nondiscrimination in Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act," 49 C.F.R. Part 21, and any implementing requirements the Federal Transit Authority (hereinafter referred to as "FTA") may issue.

B. *Equal Employment Opportunity – Title VII of the Civil Rights Act.* All parties agree to comply with all requirements of Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000e, and 49 U.S.C. § 5332 and any implementing requirements the FTA may issue.

14. FRAUD OR FALSE STATEMENTS

By executing this Agreement, each party affirms the truthfulness and accuracy of any statement it has made, it makes, or may make or cause to be made, regarding use of any C-Tran / Federal Transit Agency ("FTA") funded or assisted equipment used pursuant to this Agreement.

Each party also acknowledges the Federal Government may impose penalties on a party pursuant to 18 U.S.C § 1001 and 49 U.S.C § 5307 for a false, fictitious or fraudulent claim, statement, submission or certification under a contract that is financed in whole, or in part, by Federal assistance.

15. FTA APPROVAL AND FEDERAL CHANGES

Each party, when contracting with an FTA regulated agency, shall comply with all applicable FTA regulations, policies, procedures and directives as adopted or amended, including those listed by reference in the Agreement between C-TRAN and the FTA. A party's failure to do so shall constitute a material breach of this Agreement.

16. DRUG AND ALCOHOL TESTING

If involved with the maintenance, repair or operation of C-Tran revenue service vehicles, the party shall participate in a drug and alcohol program that complies with the federal Department of Transportation 49 CFR § 653 and § 654. Employees who perform "safety-sensitive" functions must be included in the substance abuse management program. The FTA has determined that safety-sensitive functions are performed by personnel who:

- 1) operate revenue service vehicles, including when not in revenue service;
- 2) operate non-revenue service vehicles that require drivers to hold commercial driver's licenses (CDLs);
- 3) dispatch or control revenue service vehicles;
- 4) maintain revenue service vehicles or equipment used in revenue service except for contractors to Section 18 transit agencies; and
- 5) provide security and carry a firearm.

The FTA has determined these requirements also apply to employees of a contractor hired by participants to provide transit and/or maintenance services. These categories include supervisors who perform these functions. Supervisors of employees in these categories who do not themselves perform these functions are excluded.

C-Tran may request copies of signatory agency's Drug and Alcohol Policy from their respective Human Resources Departments, which party agencies shall provide within 10 days.

17. ACCESS TO RECORDS

All parties agree to maintain records and reports required under this Agreement for a period of not less than 6 years after the date of termination or expiration, except in the event of litigation or settlement of claims arising from the performance of any part of this Agreement, in which case all records shall be retained until the party, the FTA, or the Comptroller General have disposed of all litigation, appeals or claims related to this Agreement.

18. INCORPORATION OF FTA TERMS AND CONDITIONS

Sections 13-17 include, in part, certain Terms and Conditions required by the United States Department of Transportation (hereinafter referred to as “DOT”) whether or not expressly set forth in the preceding contract provisions. All contractual provisions required by DOT as set forth in the FTA Circular 4220.1F, dated November 1, 2008 are incorporated by reference. All FTA-mandated terms shall be deemed to control in the event of a conflict with other provisions contained in this Agreement. The parties shall not perform any act, fail to perform any act, or refuse to comply with any participating agency’s requests, which would cause other participating agencies such as C-Tran to be in violation of the FTA terms and conditions.

19. TERMINATION OF AGREEMENT

Any party may terminate their participation in this Agreement at any time by giving at least 30 days’ written notice to all other parties. Any termination under this Section shall be effective 30 days after notice is provided to all other parties, with the date measured 30 days from the date of notice is received by the last party.

20. INTERLOCAL COOPERATION ACT COMPLIANCE

This Agreement is entered into pursuant to chapter 39.34 and chapter 47.28 RCW and pursuant to 190.007 ORS, Intergovernmental Cooperation. Its purpose is as set forth in Section 1. Its duration is as specified in Sections 3 (Term) and 4 (Extensions). Its method of termination is set forth in Section 19. Its manner of financing and of establishing and maintaining a budget therefor is described in Section 6 (Payment). No property shall be acquired pursuant to this Agreement which will need to be disposed of upon partial or complete termination of this Agreement.

21. DOCUMENT EXECUTION AND POSTING

The parties agree this Agreement may be executed in any number of counterparts and by the parties on separate counterparts, any one of which shall constitute an agreement between and among the parties who have executed this Agreement; provided that each party shall transmit to the attention of the Vancouver City Clerk an original, executed signature page of this Agreement, the template for which is attached to this Agreement as Exhibit A.

The Vancouver City Clerk shall cause a copy of this Agreement and a copy of each executed signature page of each party to be posted on the Vancouver City website pursuant to RCW 39.34.040. Upon execution of an original of this Agreement and posting of a copy of a party’s executed signature page on the City of Vancouver’s website, each counterpart shall constitute an agreement binding on all who have executed this Agreement.

The parties further agree that other entities may also become parties to this Agreement by signing original signature pages that incorporate by reference all the terms of this Agreement. Subsequent parties shall transmit signed signature pages to the attention of the Vancouver City Clerk, who shall cause a copy of the signature pages to be posted on the City of Vancouver website. Upon receipt and posting of such signature pages, this Agreement shall likewise be binding on those subsequent parties.

22. WAIVER

No waiver by any party of any term or condition of this Agreement shall be construed to constitute a waiver of any other term or condition or of any subsequent breach, whether of the same or different provision.

23. SEVERABILITY

If any section or part of this Agreement is held by a court to be invalid, that determination shall not affect the validity of any other part of this Agreement.

EXHIBIT A – SIGNATURE PAGE**To be posted on City of Vancouver website****RETURN ADDRESS**

City of Vancouver
 City Clerk's Office
 PO Box 1995
 Vancouver, WA 98668-1995

Pacific Northwest Interagency Cooperative
Intergovernmental Agreement
For
Grounds Equipment and Maintenance ("GEM") Services
1/1/2026 – 12/31/2031
(SIGNED BY EACH PARTICIPATING ENTITY)

The undersigned agrees to the terms of the Pacific Northwest Interagency Cooperative Agreement for Equipment and Services ("GEM" Interlocal) - 1/1/2026 – 12/31/2031, the terms and conditions of which are incorporated by this reference.

AGENCY NAME: __________
(Authorized Signature) Date_____
(Printed Name/ Title)

Agency Administrator Name (primary user): _____

Agency Administrator Phone Number/Email: _____

Attested to:_____
(Authorized Signature) Date_____
(Printed Name/ Title)**Approved as to Form:**_____
(Authorized Signature) Date_____
(Printed Name/ Title)_____
Agency



Staff Report – Consent Agenda

December 15, 2025 Council Regular Meeting

Library Building Improvements Bid

Submitted by: Connie Urquhart, Library Director

Phone	Email
360.817.7201	curquhart@cityofcamas.us

BACKGROUND: The Library Building Improvement Project, approved in the 2025–2026 biennial budget, includes a series of planned exterior and interior upgrades to the Camas Public Library. This phase of the project addresses three primary areas: enhancements to the Children’s Library, as identified through community input during the Library’s most recent strategic planning process; replacement of the carpet in the original 1940 Library wing, currently serving as the nonfiction area; and lighting improvements within the fiction area.

SUMMARY: The project was publicly advertised on October 6, 2025, with a pre-bid meeting and site walk on October 17, 2025. Nine bids were received and publicly opened on November 6, 2025. During the evaluation, staff and legal counsel identified inconsistencies between the supplemental bidder responsibility criteria referenced in the bid documents and the requirements outlined in RCW 39.04.350. Because the criteria were not presented in a standardized format that would allow for consistent interpretation or a clear determination of bidder responsibility, staff recommends rejecting all bids and re-advertising the project. Re-bidding with clarified and properly formatted supplemental criteria will ensure a fair, transparent, and fully compliant procurement process.

STRATEGIC PLAN: This project aligns with Stewardship of City Assets and Vibrant Community Amenities.

BUDGET IMPACT: The City has secured a \$730,000 Department of Commerce grant to support the exterior portions of the project. In addition, community donations for the Children’s Library enhancements total approximately \$120,000 to date. The remaining project funding is provided through American Rescue Plan Act allocations, General Obligation Bond proceeds, and Capital Facilities funds, consistent with the adopted 2025–2026 biennial budget.

RECOMMENDATION: Staff recommends that City Council reject all bids and direct staff to re-bid the project with a revised scope with explicit bidder qualification requirements to ensure alignment with state compliance standards.



I, James E. Carothers, Engineering Manager, hereby certify that these bid tabulations are correct.
Signed by: James E. Carothers 11/20/2025
James E. Carothers, PE Date

Item 5.

PROJECT NO. FAC23007				Engineer's Estimate: \$536,158.20 (including tax)		EvoDesign Enterprises LLC 2856 NE 65th Ave., Ste C Vancouver, WA 98661 admin@evodesigninc.com 503-791-8095		First Cascade Corp PO Box 2158 Lake Oswego, OR 97035 nickc@firstcascade.com 503-713-3097		2KG Contractors 4917 NE 185th Dr. Portland, OR 97230 mario@2kgcontractors.com 503-489-2020		A.C. Schommer & Sons 6421 NE Colwood Way Portland, OR 97232 cmcghie@schommer-sons.com 503-849-0625		Buildskape LLC 8285 SW Nimbus Ave., Ste 113 Beaverton, OR 97008 pete@build-skape.com 503-351-6126		Skyward Construction 15908 NE 10th Ave. Ridgefield, WA 98642 bids@skyward.biz 360-546-1625		Cedar Mill Construction 19465 SW 89th Ave. Tualatin, OR 97062 taylor@cedarmillcc.com 503-885-9370		Five Rivers Construction 1200 Hazel St. Kelso, WA 98626 chad@fiveriversconstruction.com 360-423-1991		Pacific Tech Construction 1302 Walnut St. Kelso, WA 98626 estimating@pactechgroup.com 360-414-8084		
DESCRIPTION: Library Interior Building Improvements				Ent. By am																				
DATE OF BID OPENING: 11/06/2025 10:00AM																								
Project - Schedule A																								
ITEM NO	DESCRIPTION	UNIT	QTY	UNIT PRICE	ENGRG TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL	
1	General Conditions	LS	1		\$0.00	\$30,000.00	\$30,000.00	\$100,000.00	\$100,000.00	\$60,000.00	\$60,000.00	\$132,944.00	\$132,944.00	\$180,038.00	\$180,038.00	\$212,843.00	\$212,843.00	\$202,553.00	\$202,553.00	\$36,500.00	\$36,500.00	\$200,000.00	\$200,000.00	
2	Demolition	LS	1		\$0.00	\$20,000.00	\$20,000.00	\$30,000.00	\$30,000.00	\$24,500.00	\$24,500.00	\$34,571.00	\$34,571.00	\$16,911.00	\$16,911.00	\$30,381.00	\$30,381.00	\$38,072.00	\$38,072.00	\$85,000.00	\$85,000.00	\$19,000.00	\$19,000.00	
3	Wood, Plastics, and Composites	LS	1		\$0.00	\$80,000.00	\$80,000.00	\$200,000.00	\$200,000.00	\$239,000.00	\$239,000.00	\$175,800.00	\$175,800.00	\$234,032.00	\$234,032.00	\$230,904.00	\$230,904.00	\$233,090.00	\$233,090.00	\$330,000.00	\$330,000.00	\$279,000.00	\$279,000.00	
4	Thermal and Moisture Protection	LS	1		\$0.00	\$10,000.00	\$10,000.00	\$2,500.00	\$2,500.00	\$0.00	\$0.00	\$1,260.00	\$1,260.00	\$0.00	\$0.00	\$2,583.00	\$2,583.00	\$4,400.00	\$4,400.00	\$8,290.00	\$8,290.00	\$5,000.00	\$5,000.00	
5	Openings	LS	1		\$0.00	\$10,000.00	\$10,000.00	\$97,642.00	\$97,642.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,650.00	\$1,650.00	\$6,250.00	\$6,250.00	\$20,000.00	\$20,000.00	
6	Finishes	LS	1		\$0.00	\$90,000.00	\$90,000.00	\$10,000.00	\$10,000.00	\$135,000.00	\$135,000.00	\$95,849.00	\$95,849.00	\$112,287.00	\$112,287.00	\$111,419.00	\$111,419.00	\$184,603.00	\$184,603.00	\$197,520.00	\$197,520.00	\$195,000.00	\$195,000.00	
7	Specialties	LS	1		\$0.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$500.00	\$500.00	\$2,860.00	\$2,860.00	\$535.00	\$535.00	\$3,143.00	\$3,143.00	\$3,850.00	\$3,850.00	\$1,000.00	\$1,000.00	\$3,000.00	\$3,000.00	
8	Furnishings	LS	1		\$0.00	\$20,000.00	\$20,000.00	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$14,600.00	\$14,600.00	\$8,262.00	\$8,262.00	\$12,541.00	\$12,541.00	\$825.00	\$825.00	\$4,000.00	\$4,000.00	\$20,000.00	\$20,000.00	
9	HVAC	LS	1		\$0.00	\$20,000.00	\$20,000.00	\$91,160.00	\$91,160.00	\$10,000.00	\$10,000.00	\$17,650.00	\$17,650.00	\$32,420.00	\$32,420.00	\$20,787.00	\$20,787.00	\$27,436.00	\$27,436.00	\$23,540.00	\$23,540.00	\$25,000.00	\$25,000.00	
10	Electrical	LS	1		\$0.00	\$140,000.00	\$140,000.00	\$0.00	\$0.00	\$105,000.00	\$105,000.00	\$98,839.00	\$98,839.00	\$93,839.00	\$93,839.00	\$108,494.00	\$108,494.00	\$131,324.00	\$131,324.00	\$143,132.00	\$143,132.00	\$145,000.00	\$145,000.00	
11	Misc	LS	1		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,500.00	\$17,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,521.00	\$15,521.00	\$0.00	\$0.00
12	Misc	LS	1		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Subtotal Schedule A -						\$481,689.00	\$430,000.00			\$556,302.00	\$574,000.00			\$574,373.00	\$695,824.00			\$733,095.00	\$827,803.00			\$850,753.00	\$911,000.00	
Sales Tax (8.6%)						\$41,425.25	\$36,980.00			\$47,841.97	\$49,364.00			\$49,396.08	\$59,840.86			\$63,046.17	\$71,191.06			\$73,164.76	\$78,346.00	
Total Schedule A -						\$523,114.25	\$466,980.00			\$604,143.97	\$623,364.00			\$623,769.08	\$755,664.86			\$796,141.17	\$898,994.06			\$923,917.76	\$989,346.00	
Project - Schedule B																								
ITEM NO	DESCRIPTION	UNIT	QTY	UNIT PRICE	ENGRG TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL	
1	Demolition of existing shelf standards; Fabrication and installation of Kid Librarian casework feature in Children's Library 143	LS	1	\$12,011.00	\$12,011.00	\$10,000.00	\$10,000.00	\$22,684.00	\$22,684.00	\$21,000.00	\$21,000.00	\$22,275.00	\$22,275.00	\$27,440.00	\$27,440.00	\$27,466.00	\$27,466.00	\$30,625.00	\$30,625.00	\$29,320.00	\$29,320.00	\$30,000.00	\$30,000.00	
Subtotal Schedule B -						\$12,011.00	\$10,000.00			\$22,684.00	\$21,000.00			\$22,275.00	\$27,440.00			\$27,466.00	\$30,625.00			\$29,320.00	\$30,000.00	
Sales Tax (8.6%)						\$1,032.95	\$860.00			\$1,950.82	\$1,806.00			\$1,915.65	\$2,359.84			\$2,362.08	\$2,633.75			\$2,521.52	\$2,580.00	
Total Schedule B -						\$13,043.95	\$10,860.00			\$24,634.82	\$22,806.00			\$24,190.65	\$29,799.84			\$29,828.08	\$33,258.75			\$31,841.52	\$32,580.00	
TOTAL CONSTRUCTION COST SCHEDULES A&B (BASIS OF AWARD**)						\$536,158.20	\$477,840.00			\$628,778.80	\$646,170.00			\$647,959.73	\$785,464.70			\$825,969.25	\$932,252.81			\$955,759.28	\$1,021,926.00	
** Basis of Award will be determined by the sum of Schedules A and B. City of Camas will determine whether Schedule A or both Schedules A and B will be awarded.																								

January XX, 2026

Dear Clark County Legislative Delegation,

The Clark County Council is writing to you today to ask that you support continued state funding for local homelessness programs and to continue working to support policies that encourage the production of more affordable housing. Clark County, as part of the Ending Community Homelessness Organization (ECHO), is concerned about the continued availability of homelessness services and the rising costs of housing for our residents. In support of ECHO's priorities, the Clark County Council requests that you do everything in your power to:

- Maintain state homelessness service funding, including continued backfill of document recording fees
- Continue working to promote solutions that increase the supply of affordable housing and reduce the number of those becoming homeless due to inability to afford housing
- Provide oversight to ensure internal coordination and communication between various state departments, divisions, and agencies that provide housing and homelessness related service and funding to better support local governments and service providers in their efforts to eliminate homelessness
- Provide tools, increased and more flexible funding, planning support, and technical assistance directly to local governments and service providers to assist in mitigating the impacts of recent changes to federal funding and contract requirements and prevent increases in homelessness across the state.

Regards,
[council signatures]

2026 Citizen Appointments

Item 7.

Board/ Committee/ Commission	Term	Full Name	Appointment	Term Expiration
Library Board of Trustees	5 Years	Emilia Brasier	Reappointment	12/31/2030
Parking Commission	4 Years	Ata Mohaghegh	Appointment	12/31/2029
	4 Years	Miranda Cervantes	Appointment	12/31/2029
Parks and Recreation Commission	3 Years	Jason Irving	Reappointment	12/31/2028
	3 Years	Adam Stadtlander	Appointment	12/31/2028
Planning Commission	3 Years	Joe Keller	Appointment	12/31/2028
Salary Commission	4 Years	Sheila Schmid	Reappointment	12/31/2029
	4 Years	Robert Wimer	Reappointment	12/31/2029



Staff Report – Ordinance

December 15, 2025 Council Regular Meeting

Ordinance No. 25-025 Annual Code Updates to Titles 2, 8, 12, 15, 16, 17, and 18

Presenter: Alan Peters, Community Development Director

Time Estimate: 5 minutes

Phone	Email
360.817.7254	apeters@cityofcamas.us

BACKGROUND: City staff annually review the Camas Municipal Code to ensure consistency with state law, respond to community needs, clarify or improve processes, and align with the comprehensive plan. The proposed amendments implement state requirements related to middle housing, accessory dwelling units (ADUs), and permit processing timelines. Also included are various improvements to Title 2, Title 8, Title 12, Title 15, Title 16, Title 17, and Title 18 that have been prepared by building, engineering, fire, and planning staff to address clarifications, corrections, and technical updates that improve the usability and administration of the code.

These amendments were presented by staff at workshops before the Planning Commission on October 21 and Council on November 3. The Planning Commission held a public hearing on November 18 and recommended that Council approve the proposed municipal code amendments. Council held a public hearing on December 1 and voted to direct the City Attorney to draft an ordinance approving the amendments as recommended by the Planning Commission.

SUMMARY: Ordinance No. 25-025 formally adopts the approved code amendments and updates to Title 2, Title 8, Title 12, Title 15, Title 16, Title 17, and Title 18 of the Camas Municipal Code.

Following is a high-level summary of the proposed amendments. Full text of the proposed amendments is included as “Exhibit A” to the proposed ordinance.

Title 18 – Zoning

Chapter 18.03 – Definitions – This section includes updates to various definitions for middle housing, ADUs, unit lot subdivisions, and adult family home to align with state law.

Chapter 18.05 – Zoning Boundaries – The proposed amendment to this section clarifies treatment when zoning boundaries bisect a lot. Under the proposal, owners may apply for development under the zone that occupies the majority of the lot or utilize split zoning. This change particularly applies to the North Shore Subarea where the adopted zoning map does not necessarily follow parcel boundaries.

Chapter 18.07 – Use Tables – This section includes updates to the allowed land use tables to accommodate middle housing with a new reference to new Chapter 18.25 Middle Housing code. Also included is a change to allow automotive repair in the North Shore – Mixed Use zone in limited circumstances on properties where the use was previously established.

Chapter 18.09 – Density and Dimensions – Proposed changes would revise residential front yard setback standards to encourage façade depth variation and reduce the visual prominence of garages along a street by providing for a setback reduction for non-garage portions of dwellings. Currently garages must be setback 5 ft. from the front of a dwelling. The proposal would instead allow for a setback reduction of 5 ft. for non-garage portions of a dwelling.

This section also introduces a density bonus in the MF-18 and HD-NS zones to encourage apartment development on larger sites and discourage development of detached single-family dwellings in zones intended for multi-family. The current density of 18 units/acre has produced small lot single-family developments and the density bonus is intended to support development of apartment units.

Chapter 18.17 – Supplemental Development Standards – This section includes minor changes to revise accessory structure setback and fence height requirements to align with building code.

Chapter 18.25 – Middle Housing – This new code chapter provides for middle housing and satisfies the requirements of HB 1110, including allowing two units per lot in residential zones.

Chapter 18.27 – Accessory Dwelling Units – These revisions of the City’s current ADU chapter would allow two ADUs per residential lot and comply with other requirements of HB 1337. This section would also allow for ADUs to share water and sewer connections with a primary unit when the existing utilities are found to be adequately sized to serve the demands of both the ADU and primary unit and also require that ADUs that are separately owned from a primary unit maintain their own utility services.

Chapter 18.55 – Administration and Procedures – Proposed amendments to the chapter would revise the City’s development permit processing and review timelines to comply with SB 5290. Type I reviews would need to be completed in 65 days, Type II reviews in 100 days, and Type III reviews in 170 days. The current review target for all review types is 120 days.

Title 17 – Land Development

Chapter 17.09 – Short Subdivisions – Proposed amendments provide for new unit lot subdivisions required by state law, allowing middle housing, ADUs, or multi-unit detached developments to be subdivided into individual unit lots under a parent lot.

Chapter 17.19 – Design and Improvement Standards – Various updates to infrastructure standards for curbs, sidewalks, utilities, and street improvements. Removes redundancies between the development code and design standards manual.

Title 16 – Environment (Critical Areas)

Chapter 16.55 – Critical Aquifer Recharge Areas (CARA) – This chapter includes substantial revisions to be consistent with best available science for protecting critical aquifer recharge areas. The changes clarify what activities require critical areas review and when Level One or Level Two hydrogeologic assessments are required. The changes update the lists of allowed, prohibited, and permitted activities and include new performance standards for activities that may have more of an impact on CARAs. The changes require more intensive review and requirements for CARAs that are more susceptible to impacts and for more intensive activities.

Title 15 – Buildings and Construction

Chapter 15.04 – Building Code – Proposed changes to this chapter adopts the latest state-adopted building, fire, mechanical, plumbing, energy, and specialty codes per RCW 19.27 and relevant WACs. Adds or revises administrative provisions, such as new definitions relating to the Building Division, updated permit expiration rules, and revised provisions for refunds or fee adjustments. Also provides for hearing examiner review of appeals.

Chapter 15.17 – Automatic Fire Sprinklers – Various minor updates to fire sprinkler code requirements including clarification that sprinkler requirements apply to townhomes in addition to detached single-family units and duplexes. Also clarifies when sprinklers are required in a substantial remodel.

Title 12 – Streets, Sidewalks, and Public Places

Chapter 12.36 – Gates and Other Barriers – New or clarified requirements for gates on private roads affecting emergency access. Introduces distinct requirements for commercial and residential gates.

Title 8 – Health and Safety

Section 8.06.040 – Public Health, Safety, and Welfare Nuisances – Updates language referencing barrier requirements for swimming and landscape pools to align with current editions of the International Residential Code and state WAC references.

Title 2 – Administration and Personnel

Section 2.15.080 – Powers of the Hearing Examiner – These text amendments provide the Hearing Examiner the authority to include appeals of building and fire code interpretations under Title 15 and of any determinations otherwise delegated within the code to the Hearing Examiner or Board of Adjustment.

BENEFITS TO THE COMMUNITY: The proposed ordinance will make the City's code current with state law, clearer to administer, and consistent with the City's long-range goals and policies. By updating provisions related to middle housing, ADUs, permit timelines, and other portions of the development related codes, the ordinance supports housing choice and efficiency in development review for city staff and customers.

STRATEGIC PLAN: The ordinance supports the Strategic Plan's Economic Prosperity priority by providing clarifications, corrections, and technical updates that improve the usability and administration of the code in support of economic development.

POTENTIAL CHALLENGES: The state-mandated middle housing and ADU changes are significant and may have impacts to neighborhood character and public infrastructure. The revised permit timelines may also require internal process adjustments.

BUDGET IMPACT: There is no direct budget impact associated with the adoption of this ordinance.

RECOMMENDATION: Staff recommends Council adopt Ordinance No. 25-025 and it be published accordingly to law.

ORDINANCE NO. 25-025

AN ORDINANCE adopting modifications to Titles 2, 8, 12, 15, 16, 17, and 18 of the Camas Municipal Code as part of the annual code amendment process.

WHEREAS, the City has conducted its annual review of Camas Municipal Code (CMC) Titles 2 (Administration), 8 (Health and Safety), 12 (Streets and Public Places), 15 (Buildings and Construction), 16 (Environment), 17 (Land Development), and 18 (Zoning) and has recommended modifications to clarify existing regulations, provide corrections, make technical updates that improve usability and administration of the code, incorporate updates to state law updates, and to make other revisions; and

WHEREAS, the Washington State Legislature (Legislature) adopted House Bill 1110 (HB 1110) in 2023, requiring cities to allow middle housing in all residential zones, including allowing unit densities of two or four units per lot; and

WHEREAS, the Legislature also adopted House Bill 1337 (HB 1337) in 2023, requiring cities to allow at least two accessory dwelling units (ADUs) per lot and imposing other requirements related to regulation of ADUs; and

WHEREAS, the Legislature further adopted Senate Bill 5290 (SB 5290) in 2023, establishing new permit processing timelines and requirements for cities with the intent to increase the timeliness and predictability of project reviews; and

WHEREAS, the Planning Commission and City Council reviewed the proposed revisions at public workshops on October 21, 2025, and November 3, 2025; and

WHEREAS, the City transmitted a copy of the proposed ordinance to the Washington State Department of Commerce on October 16, 2025, in accordance with RCW 36.70A.106; and

WHEREAS, the City issued a State Environmental Policy Act Determination of Nonsignificance on November 13, 2025, for these non-project legislative amendments; and

WHEREAS, the Planning Commission held a public hearing on November 18, 2025, to consider the proposed revisions; and

WHEREAS, the Planning Commission favorably recommended to forward the amendments to the City Council; and

WHEREAS, the proposed amendments to CMC Chapter 18.27 (Middle Housing), namely allowing unit densities of two or four units per lot in all residential zones and allowing for the development of various middle housing types as allowable uses in all residential zones, comply with HB 1110; and

WHEREAS, the proposed amendments to CMC Chapter 18.25 (Accessory Dwelling Units), which include the allowance of two ADUs per lot and revised development standards removing barriers to ADU development, comply with HB 1337; and

WHEREAS, the proposed amendments to CMC Chapter 18.55 (Administration and Procedures) implement the requirements of SB 5290 by revising permit timelines and, consistent with RCW 36.70B.140, clarify categories of permits that present special circumstances and warrant a review process or time periods which are different from those provided for in SB 5290, including civil construction permits; and

WHEREAS, the proposed amendments to CMC Chapter 16.55 (Critical Aquifer Recharge Areas) update protections for critical aquifer recharge areas by clarifying review requirements, imposing new performance standards, and updating mapping references to comply with the Growth Management Act, use best available science, and maintain appropriate protection of groundwater resources; and

WHEREAS, the City Council held a public hearing on December 1, 2025, to consider the proposed revisions and voted to direct the City Attorney to draft an ordinance approving the proposed Municipal Code amendments as set forth herein;

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

Section I

Title 2 (Administration), Title 8 (Health and Safety), Title 12 (Streets and Public Places), Title 15 (Buildings and Construction), Title 16 (Environment), Title 17 (Land Development), and Title 18 (Zoning) of the Camas Municipal Code are amended as set forth in Exhibit “A” attached hereto and by this reference incorporated herein.

Section II

This ordinance shall take force and be in effect five (5) days from and after its publication according to law.

PASSED BY the Council and APPROVED by the Mayor this 15th day of December, 2025.

SIGNED: _____
Mayor

SIGNED: _____
Clerk

APPROVED as to form:

City Attorney

ORDINANCE NO. 25-025

EXHIBIT “A”

2.15.080 Powers.

The examiner shall receive and examine available information, conduct public hearings and prepare a record thereof, and enter final decisions, subject to application, notice, public hearing and appeal procedures of Chapter 18.55 of this code on the following matters:

- A. Conditional use permits, light industrial/business park applications, preliminary subdivision plat applications, and site specific rezone requests;
- B. Appeals of SEPA threshold determinations on the land use applications subsection A of this section; and
- C. Appeals of a [Type I or](#) Type II decision.

All other Type III land use applications, including but not limited to comprehensive plan amendments; development agreements, with a companion master plan; mixed use developments; planned developments; and area-wide rezones shall follow the procedures as provided in Chapter 18.55 of this code.

- D. [Appeals of interpretations of technical codes adopted under Title 15 by the building official or fire marshal.](#)
- E. [Such other quasi-judicial and administrative determinations as may be delegated by ordinance to the board of adjustment or to the hearing examiner.](#)

(Ord. 2423 § 1 (part), 2005)

8.06.040 Public nuisances—Public health, safety and welfare nuisances.

The following provisions are declared public nuisances due to presence of a threat to public health, safety and welfare. These nuisances also have been found to adversely affect property values in the city.

...

- H. Maintenance of Swimming and Landscape Pools. All swimming pools, landscape pools/ponds and spas shall be properly maintained so as not to create a safety hazard or harbor insect infestation, or create visibly deteriorated or blighted appearance. All landscape pools/ponds shall be maintained at a depth not to exceed two feet. All landscape pools/ponds of a depth greater than two feet shall be secured by a barrier as provided in this subsection. All swimming pools and spas shall provide protection against potential drownings and near drownings by restricting access in compliance with the ~~2006 International Residential Code, Appendix G~~[International Building Code \(WAC 51-50\) or International Residential Code \(51-51\) as applicable](#), as adopted pursuant to CMC Section 15.04.010, as amended. Failure to properly maintain or provide appropriate barriers of any swimming pool, landscape pool/pond subject to the provisions of this subsection, and/or spa, is declared to be a public nuisance.

All water utilized in any landscape pool/pond shall be confined on site and barriers shall be erected sufficient to prevent any off site flow to present substantial damage to adjoining properties.

Chapter 12.36 GATES AND OTHER BARRIERS¹

12.36.010 Purpose of provisions.

The city council makes the following findings:

- A. From time to time the owners of real property served by private streets, driveways or commercial property desire to erect gates or other barriers restricting vehicular access on such private streets and driveways.
- B. Such gates or barriers will delay response of police, fire, medical and other public services.
- C. Gates or other traffic barriers may be permitted only when adequate provisions are made for access by fire, police, medical emergency and other public services.

(Ord. 2476 § 1 (part), 2006)

(Ord. No. 21-005, § I(Exh. A), 3-15-2021)

12.36.020 Definitions.

Unless otherwise specifically defined, the terms used in this chapter shall have the following meanings:

"City" means the City of Camas.

"Fire chief" means the fire chief of the [Camas Washougal Fire Department](#) ~~fire department of the City of Camas~~ or ~~his~~ authorized designee.

"Gate" means a movable barrier designed and constructed to prohibit or limit motor vehicle access from private property to a public street.

"Public works director" means the director of the public works department of the City of Camas or ~~his~~ authorized designee.

(Ord. 2476 § 1 (part), 2006)

12.36.030 Applicability of provisions.

The provisions of this chapter shall apply to all gates which are designed and constructed on private property and are intended to limit or restrict motor vehicular access to a public street, ~~or~~ thoroughfare, or commercial property, and shall meet the applicable gate design standards for category A or B, except the following:

- ~~A. —Gates restricting access to where there are no structures or improvements located thereon;~~
- ~~B. —Gates providing access to private property used solely for agricultural or farming purposes;~~
- ~~C. —Gates on private streets or driveways serving less than three residential dwellings;~~
- ~~D. —Gates attended by an operator at all times when the gate is in a closed position;~~

¹Note(s)—Prior ordinance history: Ord. 1907.

~~E. —Gates where there is an alternative and unobstructed access satisfactory to the city.~~

(Ord. 2476 § 1 (part), 2006)

(Ord. No. 16-027, § I, 12-5-2016)

12.36.040 Category A & B Design standards.

Gate Installation Category A means commercial properties.

All gate installations under category A must satisfy the following design standards:

- A. Electric gates shall be equipped with a Knox Key Switch.
- B. Non-electric or non-automatic opening gates shall have a Knox lock box containing gate access key, or utilize an approved padlock.
- C. Other Life Safety automatic adjuncts may be required as life safety needs are identified by the Fire Chief or designee.

Gate Installation Category B means 3 or more residential structures.

- A. A turnaround shall be provided adjacent to the gate. The turnaround shall allow passenger and delivery vehicles to exit the site without backing. The minimum turning radius for the turnaround shall be twenty-five feet.
- B. A sign shall be located at a point visible from the public roadway indicating "locked gate ahead."
- C. All gates shall be equipped with, but not limited to, the following gate opening components:
Strobe activation, ~~key pad~~keypad system, an approved Knox Box key switch, house activation by residents through phone, intercom, magnetic card or other approved system. When the gate is accessed by emergency services using strobe activation, the gate timer shall be set to remain open for a minimum of five minutes.
- D. All gates shall include an activation system for use by private property owners. This system shall operate independently of the emergency access ~~system, and~~system and may utilize ~~key pads~~keypads, magnetic cards, radio transmitters, cameras or other mechanisms approved by the Fire Chief or designee, city.
- E. All gates shall include an auxiliary power supply which shall automatically lock the gate open in the event of a power outage. The date including month and year of battery manufacture date installation shall be written on the battery with black permanent marker or other permanent means.
- F. There shall be an unlocked pedestrian access for all residential development gates.
- G. Gate construction shall be of wrought iron or other material approved by the city. The gate and related equipment shall be coated in a manner to prevent corrosion.
- H. The gate shall be constructed in a manner so as to allow viewing of obstructions located within the swing path of the gate.
- I. Pass codes or any other necessary access items shall be furnished at the expense of the homeowner's association as needed by local fire, police and public works departments. An approved ~~four digit~~four-digit pass code shall be provided for police and fire and a separate approved pass code shall be provided for public works. Access using ~~key pad~~keypad pass codes shall not be required to lock the gate open. Required pass codes shall not expire or "Time-Out" from non-use in the gate software program. Protocol Access requirements (#, * etc.) shall be noted/displayed on the access pad with the

use of an engraved metal sign plate or shall be included on a keypad display screen clearly seen and easily read.

Protocol Access (#, *) shall be noted/displayed on the access pad.

- J. All dwellings or structures accessed behind gates shall have residential fire sprinklers installed per NFPA 13, 13R or 13D.
- K. Tire puncture devices shall be prohibited.
- L. Gate width for each travel lane shall not be less than twelve feet clear opening. A single operating gate covering both travel lanes shall not be less than twenty feet clear opening.
- M. Gate design shall typically conform to the Camas engineering design drawing showing placement of activation key pad~~keypad~~ and dimensions for travel and pull out~~pull-out~~ lanes. Alternate means and methods may be submitted for possible approval.

(Ord. 2476 § 1 (part), 2006)

12.36.050 Permit—Required when—Application.

- A. Any person desiring to install a gate shall obtain-submit an application form from to the public works department and a separate application form from to the fire marshal's office. The applications shall contain the following information:
 - 1. A vicinity and site map of the proposed location for the gate;gate.
 - 2. A plan view and elevation of the gate installation illustrating gate dimensions and the direction of the swing path for the gate;gate.
 - 3. A plan view of the gate turnaround;turnaround.
 - 4. The location of the access-control panel;panel.
 - 5. Control systems information, spec sheets etc.;etc.
 - 6. The names and addresses of all property owners affected by the restricted access.
 - 7. The name, address and phone number of the applicant;applicant.
 - 8. The written consent of all property owners affected by the restricted access is required for retro gate installations not included in the original approved recorded plat. A homeowner's association owning and maintaining private roads within a development may consent for its membership. In all other instances, consent must be given individually by each property owner affected by the restricted access;access.
 - 9. Such other information as may be required by the public works department or the fire marshal's office to help facilitate a permit review.
- ~~B. The applications shall be signed and dated by the applicant.~~
- ~~C. Electric gates serving less than three homes or in a commercial application shall have an approved lockbox with toggle or key switch on the main gate.~~

(Ord. 2476 § 1 (part), 2006)

(Ord. No. 21-005, § I(Exh. A), 3-15-2021)

12.36.060 Permit—Fees.

Any person submitting an application for a gate shall pay a fire permit fee and a public works permit fee. These fees shall be in addition to any other permit, development or construction fees for the subject property.

(Ord. 2476 § 1 (part), 2006)

12.36.070 Permit—Issuance conditions.

~~Upon receipt of properly completed applications for a gate installation conforming to the standards of this chapter together with the application fees, the public works director and the fire chief or their designees shall issue permits authorizing the installation, construction and acceptance of the gate.~~ Construction or installation of a gate shall not commence until ~~the~~ public works director and the fire ~~chief~~chief, or their designees have completed reviews, ~~collected fees,~~ and issued permits.

(Ord. 2476 § 1 (part), 2006)

12.36.080 Liability limitations.

The city shall have no liability for any damage to the gate resulting from city vehicles or personnel accessing the property, whether responding to actual or false emergencies. Any damage sustained by city vehicles due to the gate installation shall be the responsibility of the party responsible for maintenance and repair of the gate.

(Ord. 2476 § 1 (part), 2006)

12.36.090 Inspection authority.

The city shall have the right to access the property ~~of Category B gates~~ to inspect the gate on a periodic basis without being liable for trespass. ~~Access to Category A gates will be coordinated with the property or business owner of the commercial property ahead of time in advance.~~

(Ord. 2476 § 1 (part), 2006)

12.36.100 Notification requirements.

- A. Provide plat statement that reads "Privacy gates will cause delays to emergency response agencies (police, fire, medical) increasing their response times to your emergency."
- B. Provide statement in the CC&R's that reads "Privacy gates will cause delays to emergency response agencies (police, fire, medical) increasing their response times to your emergency."
- C. Add addendum in escrow instructions to be signed by all homeowners prior to close of escrow that homeowners are aware that privacy gates will increase response times of emergency service providers such as police, fire and EMS resources and homeowners accept this reduced level of service as part of living in a closed community.
- D. Provide a statement to the plat and to the CC&R's that a yearly gate confidence test is required by a licensed ~~contractor~~ and approved company to ensure that all gate code requirements as noted in the City of Camas gate code are in compliance and in good working order with a copy of the testing results including any repairs to be provided to the fire marshal's office. Any gate that is past due for confidence testing shall be

locked in the open position until confidence testing is ~~completed~~completed, and a copy provided to the fire marshal's office.

(Ord. 2476 § 1 (part), 2006)

12.36.110 Maintenance and repair—Responsibility.

Maintenance and repair of the gate and related equipment shall be the responsibility of the applicant. The applicant may, with the consent of the city, assign the obligation for maintenance and repair of the gate and related equipment to another person or entity, including a homeowner's association.

(Ord. 2476 § 1 (part), 2006)

12.36.120 Maintenance and repair—Time limit.

Upon notification by the city of any defects in the gate installation, the party responsible for maintenance and repair shall affect necessary repairs within ~~30 days~~seven days. Repairs shall not take more than ~~30 days~~seven days to complete without prior approval from the fire marshal's office. Failure to make repairs within the specified period shall constitute a violation of the terms of the gate permit, and in such event the city may require removal of the gate and related equipment.

Gates that are malfunctioning will be reported to the fire department within seventy-two hours. Notification can be made by the homeowner's association, responsible agency or licensed repair company. Notification shall include time period gate will be inoperable, person or company performing the repair work, contact number, type of work being performed. Gates shall remain locked open until repairs or maintenance is completed. Failure to make repairs shall constitute a violation of the terms of the gate permit, and in such event the city may require removal of the gate and related equipment. A request for inspection by the fire marshal's office shall occur prior to gate returning to normal operation.

Gates, turnarounds, gate keys, cards, remotes, pass codes or any other gate function or activating device, shall not be changed or altered without prior approval of the fire marshal's office.

(Ord. 2476 § 1 (part), 2006)

12.36.130 Confidence testing required for Category B gates

Gate confidence testing shall be required to be performed on an annual basis by a Washington State licensed gate contractor, ~~certified and approved~~approved by the fire marshal. ~~Washington licensed installer~~. Confidence testing shall confirm that all requirements outlined in this code are present, functioning and in good working order. Results of the confidence testing including any repairs shall be forwarded to the fire marshal's office for review/documentation. Any gate past due for confidence testing shall be locked in the open position until confidence testing is completed and a copy provided to the fire marshal's office.

(Ord. 2476 § 1 (part), 2006)

Title 15 BUILDINGS AND CONSTRUCTION

Chapter 15.04 BUILDING CODE

15.04.010 Adoption of referenced codes.

For the purpose of establishing rules and regulations for the construction, alteration, removal, demolition, equipment, use and occupancy, location and maintenance of buildings and structures, including permits and penalties, the City of Camas adopts the most current edition of building codes adopted by the Washington State Building Code Council, as amended, pursuant to RCW 19.27.074 and as set forth in WAC 51-50 IBC/IEBC; WAC 51-51 IRC; WAC 51-52 IMC/IFGC; WAC 51-54 IFC; WAC 51-56 ~~and 57~~ UPC; and WAC 51-11 energy code as amended in Section 15.04.030 of this Chapter.

- A. **The International Building Code (IBC)** published by the International Code Council, Inc. WAC 51-50 IBC/IEBC. The following Appendices are specifically adopted:
 - 1. Appendix H, Signs;
 - 2. ~~Appendix J, Grading.~~
- B. **The International Residential Code (IRC)** published by the International Code Council, Inc. WAC 51-51 IRC. The following Appendices are specifically adopted:
 - 1. Appendix ~~AJ~~, Existing Buildings and Structures;
 - 2. ~~Appendix G, Swimming Pools, Spas and Hot Tubs;~~
 - 3. Appendix ~~AH~~, Patio Covers;
 - 4. Appendix ~~AF~~, Radon Control Methods.
 - 5. ~~Appendix AQ, Tiny Homes~~
 - ~~56.~~ Appendix ~~QAWU~~, Dwelling Unit Fire Sprinkler Systems;
 - ~~67.~~ Appendix ~~AWV~~, Fire Sprinklers.
- C. **The International Mechanical Code (IMC)** published by the International Code Council, Inc. except that the standards for liquefied petroleum gas installations shall be NFPA 58 (Storage and Handling of Liquefied Petroleum Gases) and ANSI Z223.1/NFPA 54 (National Fuel Gas Code). WAC 51-52 IMC/IFGC
- D. **The International Fire Code (IFC)** published by the International Code Council, Inc. WAC 51-54 IFC. The following Appendices are specifically adopted:
 - 1. Appendix A, Board of Appeals;
 - 2. Appendix B, Fire Flow;
 - 3. Appendix C, Hydrants;
 - 4. Appendix E, Hazard Categories;
 - 5. Appendix F, Hazard Ranking.
- E. **The Uniform Plumbing Code (UPC)** and Uniform Plumbing Code Standards, published by the International Association of Plumbing and Mechanical Officials: Except as provided in RCW 19.27.170, and provided, that any provisions of such code affecting sewers or fuel gas piping are not adopted. WAC 51-56 ~~& 57~~ ~~UPC~~.

- F. **The International Fuel Gas Code** (IFGC) as published by the International Code Council, Inc. WAC 51-52 IMC/IFGC [WAC 51-52-21000](#)
- G. **The Washington State Energy Code (WSEC)** ~~Chapter WAC 51-11C & 51-11R-WAC~~
- H. **The ~~Edition of the~~ International Existing Building Code (IEBC)** WAC 51-50-~~480000-IBC/IEBC~~

(Ord. 2492 § 1 (Exh. A (part)), 2007: Ord. 2415 § 2, 2005)

(Ord. No. 2595, § I, 8-2-2010; Ord. No. 16-002, §§ I, II, 4-18-2016; Ord. No. 21-005, § I(Exh. A), 3-15-2021)

15.04.020 Heavy industrial district—Applicability.

Structures and buildings situated in the heavy industrial district as defined by Section 18.05.050 of this code shall be excluded from enforcement of **The International Codes** described in this chapter by the city upon satisfying the following conditions:

- A. The owner/manager or their designee of such structures must apply in writing to have such property excluded from enforcement of the ~~codes referenced in CMC 15.04.010 International Building Code, International Mechanical Code, International Fire Code, Uniform Plumbing Code, International Fuel Gas Code, Washington State Building Code and Washington State Ventilation and Indoor Air Quality Code by the city~~. Such application shall be made to the mayor or his duly authorized delegate.
- B. Any owner/manager or their designee requesting exclusion from enforcement of the codes described above must certify in their application that they will provide at their own expense such engineering, inspection, and other services to ensure compliance with the International Fire Code, and the National Fire Protection Association Standard No. 600 and the codes described in this chapter. The owner or their designee shall be responsible for ensuring compliance with all provisions of the Camas Municipal Code.
- C. Plans and documents for construction, alteration, renovation, or demolition within the limits specified in the building or fire codes for distances to public right-of-way or within fifty feet of a public right-of-way or public utility easement shall be submitted to and approved by the mayor or his designee prior to commencing any such work.
- D. Any owner or occupant requesting exclusion from application of the International Building Code, International Mechanical Code, International Fire Code, Uniform Plumbing Code, International Fuel Gas Code, Washington State Building Code and Washington State Ventilation and Indoor Air Quality Code that is aggrieved by the decision of the city may appeal such decision to the board of adjustment by filing a written notice of appeal within twenty days of the mayor's decision.
- E. Any owner who has successfully received exclusion from enforcement of any portion of the International Fire Code shall annually provide the city of Camas a letter of indemnification, holding the city of Camas and all of its employees harmless for any failure to meet and follow the requirements of the International Building Code, International Mechanical Code, International Fire Code, Uniform Plumbing Code, International Fuel Gas Code, Washington State Building Code, Washington State Ventilation and Indoor Air Quality Code, International Fire Code, or the Camas Municipal Code. The owner or occupant shall agree to be responsible for any and all legal and civil issues resulting from any lack of compliance with these codes.

(Ord. 2492 § 1 (Exh. A (part)), 2007: Ord. 2415 § 3, 2005)

(Ord. No. 2595, § I, 8-2-2010)

15.04.030 Amendments to the referenced codes.

The adopted codes are amended as follows:

- A. **International Building Code.**
 - 1. Amend Section 103.1 by replacing The Department of Building Safety with The Building Division. The Building Division is a division of the City of Camas Community Development Department.

2. Delete Section 105.1.1 Annual Permit and Section 105.1.2 Annual Permit Records.
3. Amend Section R105.2 Work Exempt from Permits, to include the following.
 - a. One-story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed 120 square feet (11.15 m2).

4. ~~Emergency lighting shall be required for accessible restrooms and dressing rooms (See IBC 1006.3).~~

5. Amend Section ~~108~~109.2 Schedule of permit fees by substituting the section with:

- a. Permit Fees.

The fee for each permit shall be set as per the fee schedule established by the City Council per Resolution.

~~The determination of value or valuation under any of the provisions of this code shall be made by the building official. The value to be used in computing the building permit and building plan review fees shall be the total value of all construction work for which the permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating air conditioning, elevators, fire extinguishing systems and any other permanent equipment. Residential construction values shall be as per the fee schedule established by the City Council per Resolution.~~

- b. Plan Review Fees.

When submittal documents are required, plan review fees shall be paid at the time of submitting submittal documents for plan review. Said plan review fee shall be sixty-five percent of the building permit fee as per the fee schedule established by the ~~City~~ Council per ~~R~~esolution.

The plan review fees specified in this section are separate fees from the permit fees specified above and are in addition to the permit fees.

Plan review fees for "same as" residential plans will be at fifty percent of the plan review fee. The "same as" fee is conditioned on identical and complete set of plans being submitted for review. (The first set of plans pays one hundred percent of the plan review fees and subsequent "same as" submittals at fifty percent of the first set of plans.)

When submittal documents are incomplete or changes so as to require additional plan review or when the project involves deferred submittal items, an additional plan review fee shall ~~as be charged~~ per the fee schedule established by the City Council per Resolution.

- c. Expiration of Plan Review.

~~Applications for which no permit is issued within one hundred eighty (180) days following the date of application shall expire by limitation. Plans and other data submitted for review may thereafter be returned to the applicant or disposed of in accordance with the applicable Washington State Records Retention Schedule by the Building Official.~~

Extensions.

~~The Building Official may extend the time for action by the applicant for a period not exceeding one hundred eighty (180) days, provided that the applicant submits a written request demonstrating that circumstances beyond the applicant's control have prevented the action from being taken.~~

Renewal of expired applications.

~~a. **Same code cycle.** If the application has expired but remains under the same code cycle established pursuant to RCW 19.27, the applicant shall be billed on an hourly basis for administrative work performed in accordance with the City of Camas adopted fee schedule to complete permit issuance.~~

~~b. **New code cycle.** If the application has expired and a new code cycle established pursuant to RCW 19.27 is in effect, the applicant shall submit a new permit application, resubmit plans, and pay a new plan review fee.~~

~~Applications for which no permit is issued within 180 days following the date of application shall expire by limitation, and plans and other data submitted for review may thereafter be returned to the~~

~~applicant or destroyed by the Building Official. The Building Official may extend the time for the action by the applicant for a period not exceeding 180 days on request by the applicant showing that circumstances beyond the control of the applicant have prevented the action from being taken. No application shall be extended more than once. In order to renew action on an application after expiration, the applicant shall resubmit plans and pay a new plan review fee.~~

6. Amend Section ~~108~~109.4 Work commencing before permit issuance, by substituting the section with:

Investigation Fees:

- a. Without a Permit.

Whenever any work for which a permit is required by this code has been commenced without first obtaining said permit, a special investigation shall be made before a permit may be issued for such work. An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee required by this code. The minimum investigation fee shall be the same as the minimum fee as per the fee schedule established by the City Council per Resolution. The payment of such investigation fee shall not exempt any person from compliance with all other provisions of the building codes and any penalty prescribed by law.

- b. Work not included in a permit:

A building permit holder that has expanded the scope of work without prior approval from the Building Official or has submitted inaccurate or incomplete information about the total work to be done may be assessed an investigation fee. The investigation fee shall be equal to the amount of the difference between the permit fees for the total amount of work, less the amount of work shown on the permit. The permit holder is also required to obtain a permit for the additional work described above.

7. Amend Section ~~108~~109.6 Refunds by substituting the section with:

The Building Official may authorize refunding of any fee paid hereunder, which was erroneously paid or collected.

The Building Official may authorize refunding or not more than 80 percent of the permit fee paid when no work has been done under a permit issued in accordance with this code.

The Building Official may authorize refunding of not more than 80 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any plan reviewing is done.

The Building Official shall not authorize refunding of any fee paid except on written application filed by the original permittee not later than 180 days after the date of fee payment.

8. New Section J103.3 Grading permit fee: Plan review and grading permit fees shall be as per the fee schedule established by the City Council per Resolution.

B. International Residential Code.

1. Amend Section R103 by replacing The Department of Building Safety with The Building Division. The Building Division is a division of the City of Camas Community Development Department.
2. Amend Section R105.2 Work Exempt from Permits, to include the following.
 - a. ~~Other than storm shelters, one-story detached accessory structures used as tool and storage sheds, playhouses and similar uses,~~ Other than storm shelters, one-story detached accessory structures, not used for sleeping purposes, provided the floor area does not exceed 120 square feet.
3. Amend Section R108.2 Schedule of permit fees by substituting the section with:
 - a. Permit Fees.

The fee for each permit shall be as per the fee schedule established by the City Council per Resolution.

~~The determination of value or valuation under any of the provisions of this code shall be made by the Building Official. The value to be used in computing the building permit and building plan review fees shall be the total value of all construction work for which the permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating air conditioning, elevators, fire extinguishing systems and any other permanent equipment. Residential construction values shall be as per the fee schedule established by the City Council per Resolution.~~

b. Plan Review Fees.

When submittal documents are required, a plan review fee shall be paid at the time of submitting the submittal documents for plan review. Said plan review fee shall be as per the fee schedule established by the City Council per Resolution.

The plan review fees specified in this section are separate fees from the permit fees specified above and are in addition to the permit fees.

Plan review fees for "same as" residential plans will be at fifty percent of the plan review fee. The "same as" fee is conditioned on identical and complete set of plans being submitted for review. (The first set of plans pays one hundred percent of the plan review fees and subsequent "same as" submittals at fifty percent of the first set of plans.)

When submittal documents are incomplete or changes so as to require additional plan review or when the project involves deferred submittal items, an additional plan review fee shall be charged at the rate as per the fee schedule established by the City Council per Resolution.

c. Expiration of Plan Review.

~~Applications for which no permit is issued within one hundred eighty (180) days following the date of application shall expire by limitation. Plans and other data submitted for review may thereafter be returned to the applicant or disposed of in accordance with the applicable Washington State Records Retention Schedule by the Building Official.~~

Extensions.

~~The Building Official may extend the time for action by the applicant for a period not exceeding one hundred eighty (180) days, provided that the applicant submits a written request demonstrating that circumstances beyond the applicant's control have prevented the action from being taken.~~

Renewal of expired applications.

~~a. **Same code cycle.** If the application has expired but remains under the same code cycle established pursuant to RCW 19.27, the applicant shall be billed on an hourly basis for administrative work performed in accordance with the City of Camas adopted fee schedule to complete permit issuance.~~

~~b. **New code cycle.** If the application has expired and a new code cycle established pursuant to RCW 19.27 is in effect, the applicant shall submit a new permit application, resubmit plans, and pay a new plan review fee.~~

~~Applications for which no permit is issued within 180 days following the date of application shall expire by limitation, and plans and other data submitted for review may thereafter be returned to the applicant or destroyed by the Building Official. The Building Official may extend the time for the action by the applicant for a period not exceeding 180 days on request by the applicant showing that circumstances beyond the control of the applicant have prevented the action from being taken. No application shall be extended more than once. In order to renew action on an application after expiration, the applicant shall resubmit plans and pay a new plan review fee.~~

d. Investigation Fees.

1. Work Without a Permit.

Whenever any work for which a permit is required by this code has been commenced without first obtaining said permit, a special investigation shall be made before a permit may be issued for such work. An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee required by this code. The minimum investigation fee shall be the same as the minimum fee as per the fee schedule established by the City Council per Resolution. The payment of such investigation fee shall not exempt any person from compliance with all other provisions of the Building Codes and any penalty prescribed by law.

2. Work Not Included in a Permit.

A building permit holder that has expanded the scope of work without prior approval from the Building Official or has submitted inaccurate or incomplete information about the total work to be done may be assessed an investigation fee. The investigation fee shall be equal to the amount of the difference between the permit fees for the total amount of work, less the amount of work shown on the permit. The permit holder is also required to obtain a permit for the additional work described above.

4. Amend Section R108.5 Refunds by substituting the section with:

Fee Refunds:

The Building Official may authorize refunding of any fee paid hereunder, which was erroneously paid or collected.

The Building Official may authorize refunding of not more than 80 percent of the permit fee paid when no work has been done under a permit issued in accordance with this code.

The Building Official may authorize refunding of not more than 80 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any plan reviewing is done.

The Building Official shall not authorize refunding of any fee paid except on written application filed by the original permit holder not later than 180 days after the date of fee payment.

5. New Section R108.67 Other inspection fees:

The Building Official may make or require other inspections of any construction work to ascertain compliance with the provisions of this code and other laws, which are enforced by the city of Camas. Fees for such inspections shall be as per the fee schedule established by the City Council per Resolution.

a. Re-inspection Fee.

A re-inspection fee may be assessed for each inspection or re-inspection when such portion of work for which inspection is called is not complete or when corrections called for are not made.

This section is not to be interpreted as required re-inspection fees the first time a job is rejected for failure to comply with the requirements of this code, but as controlling the practicing of calling for inspections before the job is ready for such inspection or re-inspection.

Re-inspection fees may be assessed when the inspection record card is not posted or otherwise available on the work site, the approved plans are not readily available to the inspector, for failure to provide access on the date for which inspection is requested, or for deviating from plans requiring the approval of the Building Official.

To obtain re-inspection, the applicant shall file an application therefore in writing on a form furnished for that purpose and pay the re-inspection fee as per the fee schedule established by the City Council per Resolution. In instances where re-inspection fees have been assessed, no additional inspection of work will be performed until the required fees have been paid.

b. ~~Lost or Damaged Permits and Approved Plans.~~

~~The fee for reissue of lost permits shall be as set forth as per the fee schedule established by the City Council per Resolution. Replacement and copies of the approved set of plans and supporting~~

~~documents lost or damaged to a point of being illegible shall be as per the fee schedule established by the City Council per Resolution.~~

C. International Mechanical Code.

1. Amend Section ~~109.46.5.1~~ Work commencing before permit issuance by adding:

Work not included in a permit.

A mechanical permit holder that has expanded the scope of work without prior approval from the Building Official or has submitted inaccurate or incomplete information about the total work to be done may be assessed a fee that shall be equal to the amount of the difference between the permit fee for the total amount of work, less the amount of work shown on the permit. The permit holder is also required to obtain a permit for the additional work described above.

2. Amend Section ~~109.26.5~~ Fee by substituting the section with:

- a. Permit Fees. The fee for each permit shall be as per the fee schedule established by the City Council per Resolution.

- b. Plan Review Fees.

When a plan or other data are required to be submitted, a plan review fee shall be paid at the time of submitting plans and specifications for review.

- c. Separate Fees for Plan Review.

The plan review fees specified in this section are separate fees from the permit fees and are in addition to the permit fees.

- d. Incomplete or Changed Plans. When plans are incomplete or changes so as to require additional plan review, an additional plan review fee shall be charged as per the fee schedule established by the City Council per Resolution.

- e. Expiration of Plan Review.

~~Applications for which no permit is issued within one hundred eighty (180) days following the date of application shall expire by limitation. Plans and other data submitted for review may thereafter be returned to the applicant or disposed of in accordance with the applicable Washington State Records Retention Schedule by the Building Official.~~

Extensions.

~~The Building Official may extend the time for action by the applicant for a period not exceeding one hundred eighty (180) days, provided that the applicant submits a written request demonstrating that circumstances beyond the applicant's control have prevented the action from being taken.~~

Renewal of expired applications.

~~a. **Same code cycle.** If the application has expired but remains under the same code cycle established pursuant to RCW 19.27, the applicant shall be billed on an hourly basis for administrative work performed in accordance with the City of Camas adopted fee schedule to complete permit issuance.~~

~~b. **New code cycle.** If the application has expired and a new code cycle established pursuant to RCW 19.27 is in effect, the applicant shall submit a new permit application, resubmit plans, and pay a new plan review fee.~~

~~Applications for which no permit is issued within 180 days following the date of application shall expire by limitation, and plans and other data submitted for review may thereafter be returned to the applicant or destroyed by the Building Official. The Building Official may extend the time for the action by the applicant for a period not exceeding 180 days on request by the applicant showing that circumstances beyond the control of the applicant have prevented the action from being taken. No application shall be extended more than once. In order to renew action on an application after expiration, the applicant shall resubmit plans and pay a new plan review fee.~~

- f. Investigation Fees.

1. Work without a Permit.

When work for which a permit is required by this code has been commenced without first obtaining a permit, a special investigation shall be made before a permit may be issued for such work.

An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee that would be required by this code if a permit were to be issued. The payment of an investigation fee shall not exempt a person from compliance with all other provisions of this code nor from a penalty prescribed by law.

2. Work not included in a permit.

A mechanical permit holder that has expanded the scope of work without prior approval from the Building Official or has submitted inaccurate or incomplete information about the total work to be done may be assessed an investigation fee. The investigation fee shall be equal to the amount of the difference between the permit fee for the total amount of work, less the amount of work shown on the permit. The permit holder is also required to obtain a permit for the additional work described above.

3. Amend Section 106.5.3 Fee refund by replacing subsections 2 and 3 to read:

- a. Not more than 80% of the permit fee paid when no work has been done under a permit issued in accordance with this code.
- b. Not more than 80% of the plan review fee paid when an application for a permit for which a plan review fees has been paid is withdrawn or canceled before any plan review effort has been expended.

D. International Fire Code.

1. A new subsection is added to Section 907.1.1 to provide as follows:

~~907.1.3.~~ System Design. Persons experienced in the proper design and application of fire alarm systems shall develop fire alarm system plans and specifications in accordance with this code. Such individuals must be registered fire protection engineers or certified to National Institute for Certification and Engineering Technologies (NICET) Fire Protection—Fire Alarm Level III.

2. A new subsection is added to Section 907.1.1 to provide as follows:

~~907.1.4.~~ System Installation, Maintenance, and Testing. Fire alarm systems shall be installed by an electrician properly certified by the State of Washington or under the direct supervision of individuals that have factory training and certification on the system being installed or NICET Fire Protection-Fire Alarm Level II certification. Fire alarm systems shall be maintained and tested in accordance with this code by persons under the direct supervision of individuals that have factory training and certification on the system being maintained or NICET Fire Protection-Fire Alarm Level II certification.

3. A new subsection is added to Section 907.1.1 of the International Fire Code to provide as follows:

~~907.1.4.~~ Door hold-open device. Classroom doors that open into rated corridors in E occupancies shall be provided with an approved hold-open device connected to the fire alarm system. Upon activation of the fire system, the door shall automatically close.

4. Section 304.1.2 of the International Fire Code is amended to provide as follows:

Cut or uncut weeds, grass, vines, and other vegetation shall be removed when determined by the chief to be a fire hazard. When the chief determines that total removal of growth is impractical due to size or environmental factors, approved fuel breaks shall be established. Designated areas shall be cleared of combustible vegetation to establish fuel breaks. The City may provide for removal, at no cost to the City, if the owner does not comply with time limits stipulated in the Notice of Violation issued in accordance with this code.

5. Section 109.2.12 of the International Fire Code is amended to provide as follows:

Orders and notices issued or served as provided by this code shall be complied with by the owner, operator, occupant or other person responsible for the condition or violation to which the order or notice

pertains. In cases of extreme danger to persons or property, immediate compliance is required. In the event of noncompliance, the chief may provide for correction of the condition or violation and the cost to the City shall become a charge against the owner.

6. Section 5604.1 of the International Fire Code is amended to provide as follows:

General. Storage, use, handling, permitting, sale, manufacture, display, and transportation of fireworks shall be in accordance with this Code, RCW 70.77, and Camas Municipal Code Chapter 8.58. In the event of any conflict between the provisions of this Code, RCW 70.77 and Camas Municipal Code Chapter 8.58 relating to the sale and discharge of fireworks, the provisions of Camas Municipal Code Chapter 8.58 shall govern.

7. A new subsection is added to Section 5601.2 of the International Fire Code to provide as follows:

5601.2 Permits for Retail Sale of Fireworks. Local permits required by RCW 70.77.270 shall be in accordance with Section 105 of the International Fire Code.

8. When used in the International Fire Code, the following words or terms shall, unless the context otherwise indicates, have the following respective meanings:

- A. Whenever the words "~~chief of the bureau of fire prevention~~Fire Code Official" are used, they shall be held to mean fire marshal or designee.
- B. "City" means the city of Camas.
- C. "Corporation counsel" means the attorney employed by the city of Camas.
- D. "Fire department" means the fire department of the city of Camas.
- E. "Jurisdiction" means the city of Camas.

9. The following sections of the International Fire Code are adopted by reference. The limits referred to shall include all territory within the limits of the city except as hereinafter provided:

- a. 5701.1 The limits referred to in Section 5704.2 of the International Fire Code, in which storage of flammable liquids in outside aboveground tanks is prohibited, are established as follows:

It is unlawful to store any Class 1 flammable liquids in aboveground tanks outside buildings within the city (unless approved by the Fire Marshal). In those approved areas the storage of Class 1 flammable liquids in aboveground tanks outside of buildings shall be not less than 10 feet from buildings.

- b. 6104.2 Storage of Liquefied Petroleum Gases in quantities greater than 2,000 gallons is prohibited.
- c. 5604.1 Explosive storage.

The storage, handling, sale, use, and possession of explosives other than fireworks and blasting agents are prohibited.

The manufacturing, storage, handling, sale, use, and possession of fireworks and blasting agents shall be governed by Section 70.77 RCW, Section 212-12 WAC, and Sections 8.58 CMC

Exceptions:

- (1) The Armed Forces of the United States, Coast Guard or National Guard.
- (2) Explosives in forms prescribed by the official United States Pharmacopoeia.
- (3) The possession, storage and use of small arms ammunition when packaged in accordance with DOT packaging requirements.
- (4) The possession, storage and use of not more than one pound (0.454 kilograms) of commercially manufactured sporting black powder, 20 pounds (nine kilograms) of smokeless powder and 10,000 small arms primers for hand loading of small arms ammunition for personal consumption.

- (5) The use of explosive materials by federal, state and local regulatory, law enforcement and fire agencies acting in their official capacities.
 - (6) Special industrial explosive devices which in the aggregate contain less than 50 pounds (23 kilograms) of explosive materials.
 - (7) The possession, storage and use of blank industrial-power load cartridges when packaged in accordance with DOT packaging regulations.
 - (8) Transportation in accordance with DOT 49 CFR Parts 100 through 178.
 - (9) Items preempted by federal regulations.
- d. 5504.1 Storage of Flammable Cryogenic Fluids shall comply with IFC.
 - e. 5005.1 Storage of Hazardous Materials shall comply with the IFC.
- 9.1. International Fire Code Alarm and Detection Systems. In addition to the requirements of IFC 907.2, an automatic fire alarm system shall be installed in every building in excess of five thousand square feet hereinafter constructed, except those portions of Group A Division 5 occupancies that are open to the air, Group S Division 2 open car garages, Group R Division 3, and Group U occupancies. Where the building is provided with an approved automatic fire extinguishing system in accordance with Section 903, the requirements of this subsection may be omitted. The fire alarm system shall be a modification of a true NFPA 72 system with only initiation devices as well as a single interior and one exterior notification devices. All buildings required to have a fire alarm system by this code shall be:
- (a) Electronically monitored by an approved central proprietary or remote station service or, when approved by the fire marshal, by a local alarm which will give an audible signal at a constantly attended location.
 - (b) Provided with a security key box in accordance with Section 506.1 and commonly keyed as approved by the city of Camas. Such security key boxes shall contain keys to the building and the fire alarm control panel and shall have the cover of the box connected to a separate zone on the fire alarm panel such that the alarm is activated at any time the cover of the key box is opened
- 9.2. Sky Lantern Defined. As used in this section, the term "sky lantern" shall mean an airborne lantern made of paper or other thin material with a frame that contains a candle or other fuel source which creates an open flame or a heat source designed to heat the air inside the lantern, causing the lantern to lift into the air. The sky lanterns defined herein are also commonly known as sky candles, fire balloons, and airborne paper lanterns.
- Sale and Use of Sky Lanterns Prohibited. It is unlawful for any person or entity to sell, transfer, use, discharge, or ignite a sky lantern within the city limits. Any person or entity that violates this section shall be subject to a ~~five hundred dollar~~five hundred dollar civil infraction per violation.
- 10. The storage regulations adopted in subsection A shall not apply to areas classified and designated as the Heavy Industrial District by the zoning code and maps of the city, nor to those areas for which specific approval for outside storage is given by the city council in the granting of an application for a development in the light industrial/business park zone, provided that such approval be limited to materials necessary in the applicant's manufacturing process.
 - 11. In the event of any conflict between the standards for manufactured/mobile homes set forth in the International Fire Code and the standards set forth in the National Manufactured Homes Construction and Safety Act of 1974, as amended, the latter standard shall prevail.
 - 12. Permits shall be obtained from the fire department as follows:
 - a. Except for one and two-family dwellings and as specified in Section 105 of the building code and Section ~~R105R~~ in the International Residential Code no building or structure regulated by the building and/or fire code shall be erected, constructed, enlarged, altered, repaired, moved, removed, converted or demolished unless a separate permit for each building or structure has first been obtained from the fire department.

- b. A permit shall be obtained from the fire department prior to engaging in activities, operations, practices, or functions as specified in Section 105 of the fire code.
13. To obtain a fire permit the applicant shall first submit-file an online application. ~~in writing on a form to be furnished by the fire department.~~
14. Fees.
- a. Permit fees for fire code compliance, set by the City Council per resolution, cover plan review and inspections and are determined by the type of occupancy, fire protection system, or hazard involved. The fee for each permit, as per the fee schedule established by the City Council per Resolution, including plan review and inspections, for fire code compliance are flat fees based on the type occupancy, fire protection system or hazard.
- b. Revision Fees for revision of plans submitted for review will be calculated at twenty five percent of the original fee- shall be as per the fee schedule established by the City Council per Resolution.
- c. Investigation fees (work without a permit) shall be double the fees as per the fee schedule established by the City Council per Resolution.
- d. Re-inspection fees shall be at the flat rate set forth as per the fee schedule established by the City Council per Resolution.
- e. Technical assistance in accordance with Section 104-~~7.2~~ of the fire code shall be charged at actual cost as per the fee schedule established by the City Council per Resolution.
- f. Fire hazard mitigation shall be charged at actual cost, as per the fee schedule established by the City Council per Resolution.
15. There is established within the fire department the fire prevention bureau which shall be under the direction of the chief. The fire marshal or designee, subject to the supervision of the chief is authorized and directed to enforce all the provisions of this chapter. The fire marshal shall perform the following duties:
- a. Inspect, as often as may be necessary, buildings and premises, including such other hazards or appliances as the chief may designate for the purpose of ascertaining and causing to be corrected any conditions which would reasonably tend to cause fire or contribute to its spread, or any violation of the purpose or provisions of this chapter and any other law or standard affecting fire safety;
- b. Require submission of, examine and check plans and specifications, drawings, descriptions and/or diagrams necessary to show clearly the character, kind and extent of work covered by an application for a permit regarding fire and life safety items covered by this chapter, and upon approval thereof notify the building department that such items meet the requirements of this chapter.
- c. Inspect all work authorized by any permit to assure compliance with provisions of this chapter or amendments thereto, approving or condemning the work in whole or in part as conditions require;
- d. To investigate promptly the cause, origin and circumstances of each and every fire occurring within the city involving loss of life or injury to person or destruction or damage to property and, if it appears that such fire is of suspicious origin, take charge of all physical evidence relating to the cause of the fire and to pursue the investigation to its conclusion.
16. Should any section, paragraph, sentence or word of this chapter or of the code hereby adopted be declared for any reason to be invalid, it is the intent of the city council that it would have passed all other provisions of this chapter independent of the elimination here from of any such portion as may be declared invalid.
17. Any person, firm or corporation who violates any of the provisions of the code hereby adopted or who fails to comply therewith, or who violates or fails to comply with any order made thereunder, or who builds in violation of any detailed statement of specifications or plans submitted and approved thereunder, or any certificate or permit issued thereunder and from which no appeal has been taken, or who fails to comply with such an order as affirmed or modified by the board of adjustment or by a court of competent jurisdiction within the time fixed by this chapter, shall, severally for each and every such violation and noncompliance respectively, be guilty of a misdemeanor, punishable by a fine of not more than five thousand dollars or by imprisonment for not more than one year or by both such fine and imprisonment.

The imposition of one penalty for any violation shall not excuse the violation or permit it to continue, and all such persons shall be required to correct or remedy such violations or defects within a reasonable time. When not otherwise specified, each ten days that prohibited conditions are maintained constitutes a new and separate offense.

The application of the penalty specified in this chapter shall not be held to prevent the enforced removal of prohibited conditions.

E. Uniform Plumbing Code.

1. Amend Section ~~103.4.1~~ 104.5 Fees by substituting the section with:

The fee for each permit shall be set forth as per the fee schedule established by the City Council per Resolution.

2. Amend Section ~~103.4.2~~ 104.3.2 Plan Review Fees by substituting the section with:

When a plan or other data are required to be submitted, a plan review fee shall be paid at the time of submitting plans and specifications for review. The plan review fee for plumbing work shall be equal to sixty-five percent of the total permit fee as per the fee schedule established by the City Council per Resolution. When plans are incomplete or changes so as to require additional review, a fee shall be charged as per the fee schedule established by the City Council per Resolution.

3. Amend Section ~~103.4.5~~ 104.5.3 Fee Refunds, Subsection ~~103.4.5.2~~ 104.5.3(2) by substituting:

The Building Official may authorize refunding of not more than 80 percent of the plan review fee paid for an application for a permit for which a plan review has been paid is withdrawn or canceled before any plan review effort has been expended.

4. Amend Section ~~103.4.5~~ 104.5.3 Fee Refunds, Add Subsection ~~103.4.5.3~~ 104.5.3(3) by substituting:

The Building Official may authorize refunding of not more than 80 percent of the permit fee paid when no work has been done under a permit issued in accordance with this code.

5. ~~Amend Section 103.4.5 Fee Refunds, Subsection 103.4.5.3 by adding: The Building Official shall not authorize the refunding of any fee paid except upon a written application filed by the original permittee not later than one hundred and eighty (180) days after the date of fee payment.~~

F. International Fuel Gas Code.

1. Amend Section ~~106.5.2~~ 109.2 Fee schedule by substituting the section with:

The fee schedule for the fuel gas code is as per the fee schedule established by the City Council per Resolution.

2. Amend Section ~~106.5.3~~ 109.6 Fee refund ~~by replacing subsection 2 and 3 to read:~~

12. Not more than 80% of the permit fee paid when no work has been done under a permit issued in accordance with this code.

23. Not more than 80% of the plan review fee paid when an application for a permit for which a plan review fees has been paid is withdrawn or canceled before any plan review effort has been expended.

G. International Existing Building Code.

1. Amend Section 108 Fees by substituting the section and subsections with:

The fee schedule for the permit obtained shall be based on the work for which the permit is issued, such as building permit, plumbing permit, mechanical permit, etc. The fee is determined as described for each type of permit and the fee is determined by the appropriate per the fee schedule established by the City Council per Resolution.

(Ord. 2492 § 1 (Exh. A (part)), 2007; Ord. 2415 § 4, 2005)

(Ord. No. 2595, § I, 8-2-2010; Ord. No. 2623, § I, 5-2-2011; Ord. No. 2714, § XV, 12-1-2014; Ord. No. 15-004, § I, 2-17-2015; Ord. No. 16-030, §§ I—V, 12-5-2016; Ord. No. 17-008, § I, 6-5-2017; Ord. No. 21-005, § I(Exh. A), 3-15-2021)

15.04.040 General requirements for all referenced codes.

- A. Conflict Between Codes. Whenever there is a conflict between a referenced code in Section 15.04.020 of this chapter, the codes enumerated in Section 15.04.010(A)—(F), the first named code shall govern over those following. [\(RCW 19.27.031\(2\)\)](#)
- B. Professional Preparation of Plans. The ~~city~~ City of Camas shall require a Washington licensed design professional ~~to prepare plans for permit submittal in accordance with RCW 18.08 and RCW 18.43, licensed under the provisions of RCW 18.08, WAC 308-12, or RCW 18.43 to prepare or oversee the preparation of plans for any building or structure containing five or more residential dwelling units or doing design work including preparing construction contract documents and administering the contract for construction, erection, enlargement, alteration, or repairs of or to the building of any occupancy over four thousand square feet of construction. Exception: Tenant improvement work less than four thousand square feet in area and that does not include any structural changes, exit modifications, or change in occupancy, when approved by the building official.~~

(Ord. 2492 § 1 (Exh. A (part)), 2007; Ord. 2415 § 5, 2005)

...

15.04.070 Appeals

- A. Pursuant to Chapter 2.15, the hearing examiner shall hear and decide appeals of interpretations of the technical codes made by the building official or fire marshal.
- B. Section 113 of the IBC, Section R112 of the IRC, Section 113 and 114 of the IMC, Section 111 of the IFC, and Section 107 of the UPC are replaced with this section.

(Ord. No. 2595, § I, 8-2-2010; Ord. No. 2713, § I, 10-20-2014)

...

Title 15 BUILDINGS AND CONSTRUCTION

Chapter 15.17 AUTOMATIC FIRE SPRINKLERS

15.17.010 Definitions.

As used in this chapter:

"Automatic fire sprinkler systems" means automatic fire sprinkler systems installed in ~~single-family and duplex one and two family dwellings, and townhomes-residences~~ that comply with National Fire Protection Association Standard 13D.

~~"Substantial Remodel" means, an addition or improvement of a building or structure, the cost of which equals or exceeds fifty percent of the market value of the structure. (Per Current Clark County Property Tax Assessment.)~~

~~"Home sales office" means a new single-family duplex residential structure that is temporarily used as an office to market residences within a development.~~

~~"Model home" means a new single-family or duplex residential structure used as an example for the purpose of marketing similarly constructed homes. A model home will be open for public display, may be advertised as a model home, may be furnished, and may also be used as a home sales office.~~

(Ord. 2454 § 1, 2006; Ord. 2382 § 1, 2004)

15.17.050 Automatic fire sprinkler system required.

The following appendices of the state building code adoption and amendment of ~~the 2015 edition of~~ the International Residential Code (Chapter 51-151 WAC) are hereby together with all future amendments:

1. Appendix ~~QAWU~~, Dwelling Unit Fire Sprinkler Systems (WAC 51-51-6010~~15~~);
2. Appendix ~~AWV~~, Fire Sprinklers (WAC 51-51-60107);
3. The requirements of this section shall further apply to any new accessory detached dwelling unit or dwelling undergoing a "substantial" remodel. Provided, however this section does not require the installation of an approved fire sprinkler system in any mobile or manufactured home. This exception is limited to this section and nothing herein exempts, a mobile home or manufactured home from any other requirement to install an approved automatic fire sprinkler system under any section or subsection of this code or of any International Code adopted by the city.

(Ord. 2382 § 5, 2004)

(Ord. No. 21-005, § I(Exh. A), 3-15-2021)

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Chapter 16.55 CRITICAL AQUIFER RECHARGE AREAS

16.55.010 Purpose

The purpose of this chapter is to protect the public health and welfare by safeguarding critical aquifer recharge areas (CARA) and vital groundwater resources which provide drinking water. This chapter balances protection of groundwater resources with reasonable use of property by establishing performance standards, best management practices, and review procedures for development activities within CARAs.

16.55.010-020 Critical aquifer recharge areas designation.

- A. Critical aquifer recharge areas (CARA) are those areas with a critical recharging effect on aquifers used for potable water as defined by WAC 365-190-030(2). CARA have prevailing geologic conditions associated with infiltration rates that create a high potential for contamination of ground water resources or contribute significantly to the replenishment of ground water. These areas include the following:
- A1. Wellhead Protection Areas. Wellhead protection areas shall be defined by the boundaries of the ten-year time of ground water travel, or boundaries established using alternate criteria approved by the Department of Health in those settings where ground water time of travel is not a reasonable delineation criterion, in accordance with WAC 246-290-135.
 - B2. Sole Source Aquifers. Sole source aquifers are areas that have been designated by the U.S. Environmental Protection Agency pursuant to the Federal Safe Drinking Water Act.
 - C3. Susceptible Ground Water Management Areas. Susceptible ground water management areas are areas that have been designated as moderately or highly vulnerable or susceptible in an adopted ground water management program developed pursuant to Chapter 173-100 WAC.
 - D4. Special Protection Areas. Special protection areas are those areas defined by WAC 173-200-090.
 - E5. Moderately or Highly Vulnerable Aquifer Recharge Areas. Aquifer recharge areas that are moderately or highly vulnerable to degradation or depletion because of hydrogeologic characteristics are those areas delineated by a hydrogeologic study prepared in accordance with the state Department of Ecology guidelines.
 - F6. Moderately or Highly Susceptible Aquifer Recharge Areas. Aquifer recharge areas moderately or highly susceptible to degradation or depletion because of hydrogeologic characteristics are those areas meeting the criteria established by the state Department of Ecology.
 - 7. Areas underlain by the unconsolidated alluvial sand and gravel aquifer along the Columbia River, as identified in the United States Geological Survey (USGS) Geology and Ground-water Conditions of Clark County, Water Supply Paper 1600.
- B. The city adopts the following maps showing the approximate location and extent of critical aquifer recharge areas. These maps are to be used as a guide for the city, project applicants, and/or property owners, and may be continuously updated as new critical areas are identified. They are a reference and do not provide a final critical area designation.
- 1. Wellhead Protection Areas (WHPAs): the Washington State Department of Health Source Water Assessment Program (SWAP) Map for areas located within the 10-year or less time of travel;

2. [The United States Environmental Protection Agency Map of Sole Source Aquifer Locations; and](#)
3. [The United States Geological Survey \(USGS\) Geology and Ground-water Conditions of Clark County, Geologic Map of Western part of Clark County, Washington.](#)

(Ord. 2517 § 1 (Exh. A (part)), 2008)

16.55.020-030 Aquifer recharge area susceptibility ratings.

Aquifer recharge areas shall be rated as having high, moderate, or low susceptibility based on soil permeability, geologic matrix, infiltration, and depth to water as determined by the criteria established by the state Department of Ecology.

(Ord. 2517 § 1 (Exh. A (part)), 2008)

~~16.55.030 Mapping of critical aquifer recharge areas.~~

- ~~A. The approximate location and extent of critical aquifer recharge areas are shown on the adopted critical area maps.~~
- ~~B. These maps are to be used as a guide for the city, project applicants, and/or property owners, and may be continuously updated as new critical areas are identified. They are a reference and do not provide a final critical area designation.~~

~~(Ord. 2517 § 1 (Exh. A (part)), 2008)~~

16.55.040 Exempt, prohibited, and permitted activities in ~~Activities allowed in~~ critical aquifer recharge areas.

A. The following activities are allowed in critical aquifer recharge areas in addition to those pursuant to allowed activities (Section 16.51.120), and do not require submission of a critical area report; and are exempt from the standards of this chapter:

- A1. Construction of structures and improvements, including additions, resulting in less than five percent or two thousand five hundred square feet (whichever is greater) total site impervious surface area that do not result in a change of use or increase the use of a hazardous substance.
- B2. Development and improvement of parks, recreation facilities, open space, or conservation areas resulting in less than five percent total site impervious surface area and that does not increase the use of a hazardous substance.
- ~~C. Development within CARA's shall not result in the loss of more than forty percent of the total pervious surface of the site.~~
3. All residential uses and activities, provided that any residential use of pesticides and nutrients comply with Section 16.55.070(C).
4. Other uses not listed as prohibited or permitted uses in subsections B and C below.

B. The following activities and uses are prohibited in critical aquifer recharge areas:

1. Landfills. Landfills, including hazardous or dangerous waste, municipal solid waste, special waste, wood waste, and inert and demolition waste landfills;
2. Underground Injection Wells.

3. Surface mining operations.
 - A. Metals and hard rock mining, and
 - B. Sand and gravel mining;
4. Wood Treatment Facilities. Wood treatment facilities that allow any portion of the treatment process to occur over permeable surfaces (both natural and man-made);
5. Storage, Processing, or Disposal of Radioactive Substances. Facilities that store, process, or dispose of radioactive substances;
6. Agricultural drainage wells;
7. Cesspools;
8. Industrial process water and disposal wells;
9. Other.
 - A. Activities that would significantly reduce the recharge to aquifers currently or potentially used as a potable water source,
 - B. Activities that would significantly reduce the recharge to aquifers that are a source of significant baseflow to a regulated stream, and
 - C. Activities that are not connected to an available sanitary sewer system are prohibited from critical aquifer recharge areas associated with sole source aquifers.
- C. The following activities are allowed in critical aquifer recharge areas subject to critical areas review and approval:
 1. Above- and below-ground storage tanks;
 2. Facilities that conduct biological research;
 3. Boat repair shops;
 4. Chemical research facilities;
 5. Dry cleaners;
 6. Fuel and/or gasoline stations;
 7. Pipelines;
 8. Printing and publishing shops (that use printing liquids);
 9. Below-ground transformers and capacitors;
 10. Sawmills (producing over ten thousand board feet per day);
 11. Solid waste handling and processing;
 12. Vehicle repair, recycling, and auto wrecking;
 13. Funeral services;
 14. Furniture stripping;
 15. Motor vehicle service garages (both private and government);
 16. Photographic processing;
 17. Chemical manufacture and reprocessing;

- 18. Creosote and asphalt manufacture and treatment;
- 19. Electroplating activities;
- 20. Petroleum and petroleum products refining, including reprocessing;
- 21. Wood products preserving;
- 22. Golf course;
- 23. Regulated waste treatment, storage, and disposal facilities that handle hazardous material;
- 24. Medium quantity generators (dangerous, acutely hazardous, and toxic extremely hazardous waste); and
- 25. Large quantity generators (dangerous, acutely hazardous, and toxic extremely hazardous waste)

(Ord. 2517 § 1 (Exh. A (part)), 2008)

16.55.050 Critical area report—Requirements for permitted activities in critical aquifer recharge areas.

- A. Prepared by a Qualified Professional. ~~An aquifer recharge area~~A CARA critical area report shall be prepared by a qualified professional who is a hydrogeologist, geologist, or engineer, who is licensed in the state of Washington, and has experience in preparing hydrogeologic assessments.
- B. Hydrogeologic Assessment Required. For all ~~proposed~~permitted activities to be located in a critical aquifer recharge area, a critical area report shall contain a level one ~~or level two~~ hydrogeological assessment. A Level ~~One Two~~ hydrogeologic assessment shall be required for any of the following proposed activities:
 - ~~1. Activities that result in five percent or more, or two thousand five hundred square feet of impervious site area;~~
 - ~~2. Activities that divert, alter, or reduce the flow of surface or ground waters, or otherwise reduce the recharging of the aquifer;~~
 - ~~3. The use of hazardous substances, other than household chemicals used according to the directions specified on the packaging for domestic applications;~~
 - ~~4. The use of injection wells; or~~
 - ~~5. Any other activity determined by the director likely to have an adverse impact on ground water quality or quantity, or on the recharge of the aquifer.~~
 - 1. Any use in a designated wellhead protection area or the unconsolidated sand and gravel aquifer pursuant to 16.55.020(A)(7);
 - 2. Chemical manufacture and reprocessing;
 - 3. Creosote and asphalt manufacture and treatment;
 - 4. Petroleum and petroleum products refining, including reprocessing;
 - 5. Pipelines;
 - 6. Regulated waste treatment, storage, and disposal facilities that handle hazardous material;
 - 7. To establish that a use or activity is located outside of a CARA, or in a different classification, although mapped within it according to available sources;

8. For any uses which deviate from minimum performance standards specific to the use as described in CMC 16.55.060; or
9. Any other activity determined by the director likely to have an adverse impact on ground water quality or quantity, or on the recharge of the aquifer.

C. **Level One Hydrogeologic Assessment.** A Level One hydrogeologic assessment shall include the following ~~site- and proposal-related information at a minimum:~~

1. ~~Available information regarding geologic and hydrogeologic characteristics of the site, including the surface location of all critical aquifer recharge areas located on site or immediately adjacent to the site, and permeability of the unsaturated zone;~~
2. ~~Ground water depth, flow direction and gradient based on available information;~~
3. ~~Currently available data on wells and springs within one thousand three hundred feet of the project area;~~
4. ~~Location of other critical areas, including surface waters, within one thousand three hundred feet of the project area;~~
5. ~~Available historic water quality data for the area to be affected by the proposed activity; and~~
6. ~~Best management practices proposed to be utilized.~~
1. A description of the site, including location and existing and proposed land use;
2. A summary of the local hydrogeologic setting, including soil types, depth to groundwater, and aquifer type (confined or unconfined);
3. Identification of known wells, water supply sources, and any documented contamination sites located on or near the site;
4. A description of potential contaminant sources and estimated volumes associated with the proposed use;
5. A description of proposed best management practices (BMPs) related to stormwater management, chemical storage and handling, and spill containment;
6. A description of how the proposal meets or exceeds any performance standards specific to the use as described in Section 16.55.06; and
7. A justification demonstrating that a Level One hydrogeologic assessment provides adequate protection of groundwater resources given the nature and scale of the proposed activity.

D. **Level Two Hydrogeologic Assessment.** A Level Two hydrogeologic assessment shall include the following ~~site- and proposal-related information at a minimum,~~ in addition to the requirements for a Level One hydrogeological assessment:

1. ~~Historic water quality data for the area to be affected by the proposed activity compiled for at least the previous five-year period;~~
2. ~~Ground water monitoring plan provisions;~~
3. ~~Discussion of the effects of the proposed project on the ground water quality and quantity, including:~~
 - a. ~~Predictive evaluation of ground water withdrawal effects; and~~
 - b. ~~Predictive evaluation of contaminant transport based on potential releases to ground water; and~~

4. ~~A spill plan that identifies equipment and/or structures that could fail, resulting in an impact. Spill plans shall include provisions for regular inspection, repair, and replacement of structures and equipment that could fail.~~
- 1. A site-specific, technically defensible hydrogeologic analysis demonstrating that the proposed activity will not contaminate or otherwise adversely affect the underlying aquifer.
2. A detailed geologic and hydrogeologic characterization of the site;
3. Determination of groundwater flow direction and gradients;
4. Identification and characterization of aquifer properties, including transmissivity and permeability;
5. A fate and transport analysis for potential contaminants associated with the proposed use;
6. Modeling or calculations of potential contaminant travel time to the nearest receptor or downgradient boundary;
7. An assessment of any cumulative impacts; and
8. A monitoring and/or mitigation plan, if necessary, to ensure protection of groundwater quality and aquifer recharge functions.

(Ord. 2517 § 1 (Exh. A (part)), 2008)

16.55.060 Performance standards—General requirements.

- A. Activities may only be permitted in a critical aquifer recharge area if the applicant can show that the proposed activity will not cause contaminants to enter the aquifer, and that the proposed activity will not adversely effect the recharging of the aquifer.
- B. The critical areas report shall identify and demonstrate that measures will be taken to prevent aquifer contamination from vehicular repair, residential use of pesticides and nutrients, spreading or injection of reclaimed water, and storage tanks.
- C. The proposed activity must comply with the water source protection requirements and recommendations of the Federal Environmental Protection Agency, State Department of Health, and the local health district.
- D. The proposed activity must be designed and constructed in accordance with the city of Camas Design Standards Manual.

(Ord. 2517 § 1 (Exh. A (part)), 2008)

16.55.070 Performance standards—Specific uses.

- A. Storage Tanks. All storage tanks proposed to be located in a critical aquifer recharge area must comply with local building and fire code requirements, with Chapters 173-303 WAC and 173-360 WAC, and must conform to the following requirements:
 1. Underground Tanks. All new underground storage facilities proposed for use shall be designed and constructed so as to:
 - a. Prevent releases to the ground, ground water, and surface water due to corrosion or structural failure, or seismic activity for the operational life of the tank;

- b. Be protected against corrosion, constructed of noncorrosive material, or steel clad with a noncorrosive material, or designed to include a secondary containment system to prevent the release or threatened release of any stored substances; ~~and~~
 - c. Use material in the construction or lining of the tank that is compatible with the substance to be stored;
 - d. Prevent releases to the ground, ground water, and surface water due to spillage or overfilling. The opening for filling the tank shall be surrounded with impermeable material designed and sized to prevent spilled hazardous material from reaching the soil, groundwater, or surface water;
 - e. Provide a secondary containment system to protect against spills from the storage vessel and any associated piping and transfer equipment; and
 - f. Provide for leak detection.
- 2. Aboveground Tanks. All new aboveground storage facilities proposed for use in the storage of hazardous substances or hazardous wastes shall be designed and constructed so as to:
 - a. Not allow the release of a hazardous substance to the ground, ground waters, or surface waters;
 - ~~b. Have a primary containment area enclosing or underlying the tank or part thereof; and~~
 - ~~c. A secondary containment system either built into the tank structure, or a dike system built outside the tank. This applies to all tanks.~~
 - b. Secondary Containment. New above ground tanks and distribution systems that will contain a hazardous material shall either be double walled or have a separate, impervious secondary containment system constructed around and under the tank/distribution system. The containment system shall be covered or otherwise designed so it does not collect precipitation or stormwater runoff. Secondary containment systems shall be sized to hold at least one hundred ten percent of the largest tank's capacity and shall be designed and constructed with materials that are compatible with the substance to be stored in the tank;
 - c. Leak Detection. Leak detection devices shall be required for all double walled tanks and, when possible, for other tanks; and
 - d. Waiver. The approval authority may grant a waiver from one or more of the above requirements upon finding that the proposed above ground storage facility would not create a risk to ground water quality.
- B. No Dry Wells Shall be Allowed in Critical Aquifer Recharge Areas. Dry wells existing on the site prior to facility establishment must be abandoned using techniques approved by the state Department of Ecology prior to commencement of the proposed activity.
- C. Residential Use of Pesticides and Nutrients. Application of household pesticides, herbicides, and fertilizers shall not exceed times and rates specified on the packaging.
- D. Spreading or Injection of Reclaimed Water. Water reuse projects for reclaimed water must be in accordance with the adopted water or sewer comprehensive plans that have been approved by the departments of Ecology and Health.
 - 1. Surface spreading must meet the ground water recharge criteria given in Chapter 90.46.080 RCW and Chapter 90.46.010(9); and
 - 2. Direct injection must be in accordance with the standards developed by authority of Chapter 90.46.042 RCW.

E. Cemeteries. Applicants for a cemetery shall submit a hydrogeological report evaluating the risk the proposed cemetery poses to groundwater and surface water. The approval authority may condition the project as necessary to protect ground water quality. The approval authority shall deny the proposed cemetery if it is determined that it would likely contaminate potable ground water supplies.

F. Agricultural, commercial and industrial uses.

1. Where floor drains are allowed, any floor drains in areas where hazardous materials are used, stored or otherwise present shall have a removable lip or barrier that will prevent spilled hazardous material from entering the drain. The approval authority may require that a sump or other device be used to ensure that hazardous material does not drain to the soil, sewage disposal system, or a water body.
2. Areas where hazardous materials are used or stored shall not drain to the soil, a stormwater system, water body, or a sewage disposal system. The approval authority may require that a sump or other device, as appropriate to address the contaminants of concern, be used to ensure protection of ground water quality.
3. All vehicle and equipment washing must be done in a self-contained area (e.g., with recycling system) designed to ensure that hazardous materials do not reach the soil, a water body or a sewage disposal system. This does not apply to discharges to a sewer that were approved by the sewer utility. Water used in wash down areas shall be treated to remove contaminants prior to discharge.
4. An integrated pest management plan shall be drafted to be consistent with the integrated pest management policies approved by the health officer. The plan shall be implemented upon approval by the department. The county may periodically verify compliance with the approved plan.
5. All new agricultural, commercial and industrial land uses that involve the use, handling, storage, disposal, or transportation of hazardous materials or dangerous/extremely dangerous wastes, as defined in Chapter 173-303 WAC, shall be required to prevent contact between the aforementioned materials and stormwater. This may not apply to materials applied in an outdoor setting as part of an approved activity's landscaping maintenance plan. This includes, but is not limited to, gas stations, fuel distributors, car/truck washes, trucking companies, asphalt plants and paint shops. The generation of hazardous materials or dangerous waste is separated into two categories:
 - a. A small quantity generator can generate up to two hundred twenty pounds of dangerous waste, or up to 2.2 pounds of certain pesticides or poisons, each month. Small quantity generators can accumulate up to two thousand two hundred pounds of dangerous waste, or 2.2 pounds of certain pesticides or poisons, at their site before sending the waste off-site for proper disposal or recycling.
 - b. Businesses that generate more than two hundred twenty pounds of hazardous wastes during any month must comply with the Washington State Dangerous Waste Regulations, Chapter 173-303 WAC.
6. The applicant shall demonstrate that the proposed use or activity will not cause degradation of ground water quality exceeding the standards described in Chapter 173-200 WAC (Water Quality Standards of the State of Washington) and comply with all other applicable local, state, and federal regulations.
7. The approval authority may require that the applicant install monitoring wells, to the extent necessary to determine if pollution is occurring, periodic monitoring at specified intervals, and remedial action if the monitoring reveals that ground water contamination is occurring.
8. The approval authority may require additional protective measures if necessary to protect surface and ground water quality, including, but not limited to, BMPs, devices or methods to provide a high level of nutrient removal from stormwater.

- G. Dry cleaner facilities. Dry cleaner facilities shall follow best management practices and control technologies for pollution prevention as described by the Washington State Department of Ecology, the U.S. Environmental Protection Agency, or as otherwise required by state or federal law. Any new dry-cleaning operation shall be prohibited from using perchloroethylene.
- H. Fuel dispensing. Sites where fuel is dispensed shall be designed to contain fuel spills on site without contaminating stormwater systems, sewage disposal systems, soil or water. This can be accomplished, for example, by installing a roof structure that shields the fueling area from precipitation and sloping the area surrounding the fuel pumps toward a sump with capacity for at least one hundred gallons of fuel or by surrounding the covered fueling area with a shallow curb that provides capacity for at least one hundred gallons of fuel. The storage capacity for the containment method may be adjusted by the approval authority, depending on the scale of the fuel dispensing facility. Compliance with the performance standards for storage tanks is also required.
- I. Greenhouse/nursery. Any fertilizers shall be applied at an agronomic rate in accordance with the timing and amount of crop demand for nitrate, unless the approval authority determines that a lower rate of application is appropriate to protect surface and groundwater quality.
- J. Hazardous materials.
1. Hazardous materials shall be used, handled, stored, and disposed of in accordance with the standards contained in this section, Title 15, and applicable state law (see RCW 70.105, Chapter 173-303 WAC).
 2. Operators of new and existing uses and activities that involve the use, handling, storage or generation of hazardous materials exceeding thresholds specified in the International Fire Code, as amended, shall submit for review and approval a hazardous materials management plan that demonstrates that the use or activity will not have an adverse impact on ground water quality. Notwithstanding the requirements of the International Fire Code, if the approval authority determines that the proposed use or activity poses a risk to ground water, they shall require submission of a hazardous materials management plan to protect ground water quality. Approved hazardous materials management plans shall be implemented.
 3. Persons that possess liquid, soluble, or leachable hazardous materials shall contain such materials and the entire distribution system in a secondary containment device or system that will effectively prevent discharge on-site. Secondary containment may be achieved in a variety of ways, including, but not limited to, use of sloping floors that provide capacity to contain spills or installation of a curb around the perimeter of the structure.
- K. Metal plating. Metal plating operations shall follow best management practices and control technologies for pollution prevention as described by the Washington State Department of Ecology, the U.S. Environmental Protection Agency, or as otherwise required by state or federal law.
- L. Vehicle repair and service/body shops.
1. Vehicle repair/servicing shall be performed over an impermeable surface under cover from the weather.
 2. Dry wells shall not be permitted in conjunction with such uses.
 3. Use and storage of hazardous materials shall be consistent with standards established in Section 16.55.070(J).
 4. The approval authority shall require that new hydraulic hoists be located in a vault to ensure that any leaks from such equipment are contained.
- ME. State and Federal Regulations. The uses listed below shall be conditioned as necessary to protect critical aquifer recharge areas in accordance with the applicable state and federal regulations.

Statutes, Regulations and Guidance Pertaining to Ground Water Impacting Activities

Activity	Statute—Regulation—Guidance*
Aboveground storage tanks	Chapter 173-303-640 WAC
Animal feedlots	Chapter 173-216 -240 WAC, Chapter 173-220 (NPDES) WAC
Automobile washers	Chapter 173-216 WAC, Best Management Practices for Vehicle and Equipment Discharges (WDOE WQ-R-95-56)
Below ground storage tanks	Chapter 173-360 WAC
Chemical treatment storage and disposal facilities	Chapter 173-303 WAC
Hazardous waste generator (boat repair shops, biological research facility, dry cleaners, furniture stripping, motor vehicle service garages, photographic processing, printing and publishing shops, etc.)	Chapter 173-303 WAC
Injection wells	Federal 40 CFR Parts 144 and 146, Chapter 173-218 WAC
Junk yards and salvage yards	Chapter 173-304 WAC, Best Management Practices to Prevent Stormwater Pollution at Vehicles Recycler Facilities (WDOE 94-146)
Oil and gas drilling	Chapter 332-12-450 WAC, Chapter 344-12 WAC
On-site sewage systems (large scale)	Chapter 173-240 WAC
On-site sewage systems (<14,500 gal/day)	Chapter 246-272 WAC, Local Health Ordinances
Pesticide storage and use	Chapter 15.54 RCW, Chapter 17.21 RCW
Sawmills	Chapter 173-303 WAC, 173-304 WAC, Best Management Practices to Prevent Stormwater Pollution at Log Yards (WDOE 95-53)
Solid waste handling and recycling facilities	Chapter 173-304 WAC
Surface mining	Chapter 332-18 WAC
Waste water application to land surface	Chapter 173-216 WAC, Chapter 173-200 WAC, WDOE Land Application Guidelines, Best Management Practices for Irrigated Agriculture

* as amended.

(Ord. 2517 § 1 (Exh. A (part)), 2008)

~~16.55.080 Uses prohibited from critical aquifer recharge areas.~~

~~The following activities and uses are prohibited in critical aquifer recharge areas:*~~

- ~~A. Landfills. Landfills, including hazardous or dangerous waste, municipal solid waste, special waste, wood waste, and inert and demolition waste landfills;~~
- ~~B. Underground Injection Wells. Classes I, III, and IV wells and subclasses 5F01, 5D03, 5F04, 5W09, 5W10, 5W11, 5W31, 5X13, 5X14, 5X15, 5W20, 5X28, and 5N24 of Class V wells;~~
- ~~C. Mining.~~
 - ~~1. Metals and hard rock mining, and~~
 - ~~2. Sand and gravel mining;~~

~~D. — Wood Treatment Facilities. Wood treatment facilities that allow any portion of the treatment process to occur over permeable surfaces (both natural and man-made);~~

~~E. — Storage, Processing, or Disposal of Radioactive Substances. Facilities that store, process, or dispose of radioactive substances;~~

~~F. — Fuel and/or gas stations;~~

~~G. — Vehicle repair and servicing;~~

~~H. — Oil and lubricant centers; and~~

~~I. — Other.~~

~~1. — Activities that would significantly reduce the recharge to aquifers currently or potentially used as a potable water source;~~

~~2. — Activities that would significantly reduce the recharge to aquifers that are a source of significant baseflow to a regulated stream;~~

~~3. — Activities that are not connected to an available sanitary sewer system are prohibited from critical aquifer recharge areas associated with sole source aquifers, and~~

~~4. — Underground storage tanks for the use and storage of hazardous substances or hazardous materials.~~

~~(Ord. 2517 § 1 (Exh. A (part)), 2008)~~

~~* Prohibited uses are based on "Guidance Document for the Establishment of Critical Aquifer Recharge Area Ordinances," by Ecology, July 2000, publication #97-30, and local concerns.~~

Chapter 17.09 SHORT SUBDIVISIONS¹

17.09.010 Scope.

- A. Except as provided in CMC Section 17.01.030 B. or a binding site plan under Chapter 17.15 of this title, any land being divided into nine or fewer lots, [unit lots](#), sites or parcels for the purpose of conveyance, shall meet the requirements of this chapter.
- B. Tracts may be in addition to the lot count provided that the tract is reserved as forested lands, part of the open space network, serving as stormwater detention [and treatment](#), or set aside as an unbuildable area due to critical lands.

(Ord. 2483 § 1 (Exh. A (part)), 2007)

...

17.09.030 Preliminary short plat approval.

- A. Preapplication.
 - 1. In accordance with CMC Chapter 18.55, the applicant must proceed with the formal preapplication process prior to application submittal for review.
 - 2. The applicant shall submit to the community development department the preapplication form and copies of their proposal drawn to an engineer scale on paper, showing lot sizes, topography and overall lot dimensions.
- B. Application/Fees. In addition to those items listed in CMC 18.55.110, the following items are required, in quantities specified by the City of Camas, for a complete short plat application for preliminary approval. Items may be waived if, in the judgment of the community development director, they are not applicable to the proposal:
 - 1. Completed general application form as prescribed by the community development director with the applicable application fee;
 - 2. Complete and submit a transportation impact study to determine the adequacy of the transportation system to serve the proposed development, and to mitigate impacts of the proposal on the surrounding transportation system, if required;
 - 3. Complete applications for other required land use approvals applicable to the proposal;
 - 4. Vicinity map showing location of the site; and
 - 5. Site and development plans which provide the following information:
 - a. A preliminary plat map meeting the standards identified in CMC Section 17.01.050,
 - b. The names of owners of adjacent land and the names of any adjacent subdivisions,

¹Prior ordinance history: Ords. 2443 and 2455.

- c. Lines marking the boundaries of the existing lot(s) (any existing lot to be eliminated should be a dashed line and so noted),
 - d. Names, locations, widths and dimensions of existing and proposed public street rights-of-way, public and private access easements, parks and other open spaces, reservations, and utilities,
 - e. Location, footprint and setbacks of all existing structures on the site,
 - f. Location of existing and proposed sidewalks, street lighting, and street trees,
 - g. Lot area and dimensions for each lot,
 - h. Location of proposed new property lines and numbering of each lot,
 - i. Location of proposed building envelopes and sewer tanks,
 - j. Location, dimensions and purpose of existing and proposed easements. Provide recorded documents that identify the nature and extent of existing easements,
 - k. Location of any proposed dedications,
 - l. Existing and proposed topography at two-foot contour intervals, extending to ~~five~~ten feet beyond the project boundaries,
 - m. Location of any critical areas and critical area buffers, to indicate compliance with all applicable provisions of the critical areas legislation, as required under Title 16 and Title 18 of this code,
 - n. Description, location and size of existing and proposed utilities, storm drainage facilities, and roads to service the lots,
 - o. Locations of all fire hydrants within five hundred feet of the proposal,
 - p. A survey of existing significant trees as required under CMC Section 18.13.045; and
 - q. Show location and height of all proposed retaining walls, regardless of height. Provide cross sections for retaining walls over four feet in height.
6. For properties with slopes of ten percent or greater a preliminary grading plan will be required with the development application that shows:
- a. Two-foot contours,
 - b. The proposed lots and existing topography,
 - c. The proposed lots with proposed topography, and
 - d. Total quantities of cut and fill;
7. Preliminary stormwater plan and preliminary stormwater technical information report (TIR). The preliminary stormwater TIR is to be prepared in accordance with Ecology's latest edition Stormwater Management Manual for Western Washington (SWMMWW);
8. For properties with development contemplated on slopes of ten percent or greater a preliminary geotechnical report will be consistent with CMC Chapter 16.59;
9. A narrative addressing ownership and maintenance of open spaces, stormwater facilities, public trails and critical areas, and the applicable approval criteria and standards of the Camas Municipal Code.
10. An engineering estimate of costs for site improvements, both public and private, shall be submitted at the time of application.
- C. Review Procedures.

1. Referral to Other Departments. Upon receipt of a complete application for a short subdivision, the community development department shall transmit one copy of the application to any department or agency deemed necessary to review the proposal.
 2. Additional Submittals. The review process will determine if additional studies or submittals are required with regard to SEPA, critical areas, archeological or historical significance. If further material is required, the review process will stop until the required information is submitted in accordance with CMC Chapter 18.55.
 3. Proposed short subdivisions located adjacent to the right-of-way of state highways shall be submitted to the Washington Department of Transportation (WSDOT) for review, consideration and recommendation. This condition may be satisfied as part of the SEPA process. However, if a SEPA checklist is not required, it is the applicant's responsibility to notify WSDOT of the proposal. Recommendations from Washington Department of Transportation shall be considered by the City in the conditions of approval for the short subdivision.
 4. Community Development Director. The community development director or designee may approve, approve with modifications, or deny the application for a preliminary short plat.
- D. Criteria for Preliminary Short Plat Approval. The community development director or designee shall base their decision on an application for preliminary plat approval on the following criteria:
1. The proposed short plat is in conformance with the Camas comprehensive plan, neighborhood traffic management plan, Camas parks and open space comprehensive plan, and any other city adopted plans;
 2. Provisions have been made for water, storm drainage, erosion control and sanitary sewage disposal for the short plat which are consistent with current standards and plans as adopted in the Camas Design Standard Manual;
 3. Provisions have been made for roads, utilities, street lighting, street trees, and other improvements that are consistent with the six-year street plan, the Camas Design Standard Manual and other state adopted standards and plans;
 4. Provisions have been made for dedications, easements and reservations;
 5. Appropriate provisions are made to address all impacts identified by the transportation impact study;
 6. The design, shape and orientation of the proposed lots are appropriate to the proposed use for which the lots are intended;
 7. Provisions are made for the maintenance of commonly owned private facilities;
 8. The short plat complies with the relevant requirements of the Camas land development and zoning codes, and all other relevant local regulations; and
 9. That the plat meets the requirements of Chapter 58.17 RCW and other applicable state and local laws which were in effect at the time of preliminary plat approval.

(Ord. 2483 § 1 (Exh. A (part)), 2007)

(Ord. No. 2612, § I(Exh. A), 2-7-2011; Ord. No. 18-014, § IX, 9-4-2018; Ord. No. 19-001, § I(Att. A), 1-22-2019; Ord. No. 19-012, § II(Exh. A), 11-4-2019; Ord. No. 21-005, § I(Exh. A), 3-15-2021; Ord. No. 22-007, § I, 5-16-2022)

17.09.070 Unit Lot Subdivisions.

A unit lot subdivision (ULS) creates new lots much like a typical subdivision, except a ULS allows flexible application of dimensional standards. In a ULS, the development as a whole is on the "parent lot" which conforms

to the zoning dimensional standards while individual “unit lots” are not required to. Unit lots (also called child lots) are individual, sellable, legal lots of record with their own tax or parcel identification number.

- A. Applicability. A lot to be developed with middle housing (including accessory dwelling units) or multiple detached single-family residences, in which no dwelling units are stacked on another dwelling unit or other use, may be subdivided into individual unit lots as provided herein.
- B. Process. Unit lot subdivisions shall follow the application, review, and approval procedures for a short subdivision.
- C. Development as a whole on the parent lot, rather than individual unit lots, shall comply with applicable design and development standards.
- D. Subsequent platting actions and additions or modifications to structure(s) may not create or increase any nonconformity of the parent lot.
- E. Access easements, joint use and maintenance agreements, and covenants, conditions and restrictions (CC&Rs) identifying the rights and responsibilities of property owners and/or the homeowners’ association shall be executed for use and maintenance of common garage, parking, and vehicle access areas; bike parking; solid waste collection areas; underground utilities; common open space; shared interior walls; exterior building facades and roofs; and other similar features shall be recorded with the county auditor.
- F. Portions of the parent lot not subdivided for individual unit lots shall be owned in common by the owners of the individual unit lots, or by a homeowners’ association comprised of the owners of the individual unit lots.
- G. Notes shall be placed on the face of the plat or short plat as recorded with the county auditor to state the following:
 - 1. The title of the plat shall include the phrase “Unit Lot Subdivision.”
 - 2. Approval of the development (design and layout) on each unit lot was granted by the review of the development, as a whole, on the parent lot under file # _____.
 - 3. Subsequent subdivision actions, additions, or modifications to the unit lot housing development, including all structures, may not create or increase any nonconformity of the parent lot as a whole, and shall conform to the approved unit lot housing development project or to the land use and development standards.
 - 4. If a structure or portion of a structure within the unit lot housing development project has been damaged or destroyed, any repair, reconstruction, or replacement of any structure shall conform to the approved unit lot housing development project or to the land use and development standards in effect at the time the proposed repair, reconstruction, or replacement project’s permit application becomes vested.
 - 5. Additional development or redevelopment of the individual unit lots may be limited as a result of the application of development standards to the parent lot.

(Ord. 2483 § 1 (Exh. A (part)), 2007)

Chapter 17.19 DESIGN AND IMPROVEMENT STANDARDS

17.19.010 Applicability.

The standards set forth within this chapter are minimum standards applicable to land development. Based on the complexity or circumstances of the project or site conditions location (e.g., critical areas), the decision maker may require a land development to be designed to exceed the minimum standards or impose conditions deemed in the public interest.

(Ord. 2483 § 1 (Exh. A (part)), 2007; Ord. 2443 § 2 (Exh. A (part)), 2006)

17.19.020 Improvements, supervision, inspections and permits required.

A. Required Improvements.

1. Every developer shall be required to grade and pave streets and alleys, install curbs and gutters, sidewalks, monuments, sanitary and storm sewers, water mains, fire hydrants, street lights and street name signs, underground transmission lines, provide and install [a centralized location for mail delivery boxes in coordination with the as determined by the](#) U.S. Postal Service, together with all appurtenances in accordance with [this chapter](#), specifications and standards in the Camas Design Standards Manual, the six-year street plan, and other state and local adopted standards and plans as may be applicable.
2. Other improvements installed at the option of the developer shall conform to city requirements.
3. Existing wells, septic tanks and septic drain fields shall be ~~abandoned~~[decommissioned](#), in accordance with state and county guidelines regardless of lots or properties served by such utility unless otherwise approved by public works director. [Documentation of said decommissioning is to be provided to the city. Upon decommissioning of existing wells, the water rights shall be granted to the city.](#)

B. Supervision and Inspection. The city engineering ~~department~~[division](#) shall be responsible for the supervision and inspection of all improvements required as a condition of a land use. All improvements shall be certified in writing as completed in accordance with plans and specifications.

C. Permits. Prior to proceeding with any improvements, the applicant shall obtain those permits from the city as are necessary. The applicant is also responsible for complying with all applicable permit requirements of other federal, state and local agencies.

(Ord. 2517 § 2, 2008; Ord. 2483 § 1 (Exh. A (part)), 2007; Ord. 2443 § 2 (Exh. A (part)), 2006)

(Ord. No. 2582, § II, 2-1-2010; Ord. No. 17-005, § I(Exh. A), 5-15-2017)

17.19.030 Tract, block and lot standards.

A. Environmental Considerations.

1. Critical Areas. Land that contains a critical area or its buffer as defined in Title 16 of this code, or is subject to the flood hazard regulations, shall be platted to show the standards and requirements of the critical areas.

2. Vegetation. In addition to meeting the requirements of CMC Section 18.13.045, Tree Regulations, every reasonable effort shall be made to preserve existing significant trees and ~~vegetation, and vegetation~~ and integrate them into the land use design.
 3. Density transfers may be applicable if developer preserves critical areas. See Chapter 18.09 of this code.
- B. Blocks. Blocks shall be wide enough to allow two tiers of lots, except where abutting a major street or prevented by topographical conditions or size of the property, in which case the approval authority may approve a single tier.
- C. Compatibility with Existing Land Use and Plans.
1. Buffer Between Uses. Where single-family residential lots are to be adjacent to multiple-family, commercial or industrial land use districts, and where natural separation does not exist, adequate landscape buffer strips and/or solid fences for purposes of buffering sound, restricting access, pedestrian safety and privacy shall be provided.
 2. Conformity with Existing Plans. The location of all streets shall conform to any adopted plans for streets in the city. The proposed land use shall respond to and complement city ordinances, resolutions and comprehensive plans.
 3. Other City Regulations. All land use shall comply with all adopted city regulations. In the event of a conflict, the more restrictive regulation shall apply.
 4. Accessory Structures. If land development would result in an accessory structure remaining alone on a lot, the structure must be demolished before final plat approval.
- D. Lots. The lot size, width, shape and orientation shall conform to zoning provisions and the following:
1. Each lot must have frontage and access onto a public street, except as may otherwise be provided (e.g., approved private roads, access tracts);
 2. Side Lot Lines. The side lines of lots should generally run at right angles to the street upon which the lots face as far as practical, or on curved streets they shall be radial to the curve;
 3. Building Envelopes. No lot shall be created without a building envelope of a size and configuration suitable for the type of development anticipated:
 - a. For single-family residential zones, a suitable size and configuration generally includes a building envelope capable of siting a forty-foot by forty-foot square dwelling within the building envelope,
 - b. For multi-family zones, a suitable size and configuration generally includes a building envelope of twenty feet by forty feet.
 - c. Other factors in considering the suitability of the size and configuration of any residential lot include the presence of, or proximity to critical areas, adjoining uses or zones, egress and ingress, and necessary cuts and fills;
 4. Where property is zoned and planned for commercial or industrial use, in conformance to the intent of the comprehensive plan, other lot dimensions and areas may be permitted at the discretion of the approval authority;
 5. Flag lots, access tracts, and private roads may be permitted only when the community development director or designee finds the applicant meets the criteria listed hereinafter:
 - a. The pole of a flag lot must be a minimum of twenty feet wide with a minimum of twelve feet of pavement and shall serve no more than one lot;

- b. The structure(s) accessed by a flag lot, access tract, or private road will be required to furnish a minimum of two off-street parking spaces per residential unit. Under no circumstances will required parking be allowed along the flag pole lot;
 - c. An approved address sign, in accordance with the Camas Municipal Code [and as approved by the Fire Marshal's Office](#), must be posted for each residence where the flag lot leaves the public road or access tract; and
 - d. To protect the character of the immediate neighborhood, the city may impose special conditions, where feasible, including access configuration and separation, pedestrian connectivity, setbacks, fencing and landscaping;
6. Double Frontage Lots. Residential lots which have street frontage along two opposite lot lines shall be avoided, except for double frontage lots adjacent to an arterial or collector, which must comply with the following design standards:
- a. Landscaping. A ten-foot landscaped tract is provided along the real property line to visually buffer the rear yards from public view and prevent vehicular access. The ten-foot landscaped tract shall include a minimum two-inch caliper trees every thirty feet on center, three-foot tall shrubs that form a continuous screen, groundcover plants that fully cover the remainder of the landscaped area, and maintained in perpetuity by the homeowners' association [or the abutting property owner](#);
 - i. If the front of the structure faces a collector or arterial street, the ten-foot landscape tract is not required; and
 - ii. The lot must provide pedestrian access to the arterial or collector, and include a rear-loaded garage;
 - b. Fencing and Walls. A sight-obscuring fence or masonry wall shall be located at the line that separates the lot from the ten-foot landscape tract (see Figure 17.19-1). The design must include:
 - i. The height of the fence or wall shall be a minimum of four feet tall along a collector and six feet tall along an arterial;
 - ii. The fence shall include columns at least every fifty lineal feet and the wall shall include physical indentations every fifty lineal feet to reduce the massing effect of the fencing material. Fence columns and wall indents shall not exceed a spacing of ninety-six lineal feet.
 - iii. [Fences and walls located along the city's Gateway Corridor and the North Shore's Ridgeline Road and North Shore Boulevard](#) shall be constructed in accordance with the city's 'Gateway Standards' [and the city's 'North Shore Standards'](#), per the Design Standards Manual.
 - c. Architectural Design. Side and rear building facades visible from an arterial or collector shall maintain the architectural design, horizontal and vertical articulation, level of detail, and materials and colors consistent with the front building facade. Avoid large blank walls on side and rear building facades;
 - d. Setbacks. Minimum of twenty-foot setback will be provided from the property line separating the lot from the tract that is adjacent to the arterial or collector;
7. Corner Lots. Corner lots may be required to be platted with additional width to allow for the additional side yard requirements;
8. Restricted Corner Lots. Corner lots restricted from access on side yard flanking street shall be treated as interior lots and conform to front, side and rear yard interior setbacks of CMC Chapter 18.09; and

9. Redivision. In dividing tracts into large lots which at some future time are likely to be redivided, the location of lot lines and other details of the layout shall be such that redivision may readily take place without violating the requirements of these regulations and without interfering with the orderly development of streets. Restriction of building locations in relationship to future street right-of-way shall be made a matter of record if the approval authority considers it necessary.

E. Tracts and Trails.

1. If land division is located in the area of an officially designated trail, in accordance with the current version of the parks, recreation and open space comprehensive plan, provisions shall be made for reservation of the right-of-way or for easements to the city for trail purposes including the construction of the trail. Trail standards for each trail type shall be as specified in ~~appendix B~~ [the most current version](#) of the parks, recreation and open space [\(PROS\)](#) comprehensive plan or as amended.
2. Trails shall be shown as a separate layer in an electronic format submitted with "as-builts" prior to final acceptance.
3. Trails, which are dedicated to the city and part of the regional trail system, shall be surveyed and dedicated by the developer prior to final acceptance.
4. Tracts and trails that are not dedicated to the city and are located within the subdivision, short plat or planned development are the responsibility of the homeowners' association to maintain. Provisions must be in writing, such as in CC&Rs, [and shown on final plats](#), informing the homeowners of the responsibility and outlining the maintenance procedures in accordance with city standards.

F. Landscaping.

1. Each dwelling unit within a new development shall be landscaped with at least one tree in the planting strip of the right-of-way, or similar location in the front yard of each dwelling unit, with the exception of flag lots and lots accessed by tracts. Required trees shall be a minimum two-inch diameter at breast height (dbh) to create a uniform streetscape (dbh is four and one-half feet above the ground as measured from upside of tree).
2. The city council finds that the existing mature landscaping of trees, and shrubs provide oxygen, filter the air, contribute to soil conservation and control erosion, as well as provide the residents with aesthetic and historic benefits. For these reasons, the city encourages the retention of existing trees that are not already protected as significant trees under the Camas Municipal Code. Generally, the city may allow the tree requirements under subsection (F)(1) of this section to be reduced at the request of the developer, by a ratio of two new trees in favor of one existing tree, provided such trees have been identified on approved construction plans.
3. Prior to final acceptance of any land development, the land developer shall install trees adjacent to or within all common areas and landscape tracts as specified in the Camas Design Standards Manual.
4. Street trees adjacent to individual lots must be installed prior to final occupancy or secured or bonded, and installed prior to expiration of the two-year warranty period, whichever comes first.
5. ~~All~~ [Landscaping](#) shall conform to plant criteria in the Camas Design Standards Manual. Any planting of trees or shrubs within the right-of-way or vision clearance area must be shown on the construction drawings for approval.
6. Storm drainage facilities, pump stations and other visible facilities shall be required to include a ten foot L2 landscaped buffering in accordance with criteria in the Camas Design Standards Manual if within thirty feet of any street or accessory structure.

- G. Non-City [Public Utility Easements \(PUEs\)](#). Easements for electric lines, [gas lines](#), [communication lines](#), or other public utilities ~~may~~ [shall](#) be required. Easements for [public](#) utilities shall be a minimum of six feet in

width, located adjacent to the city right-of-way on public streets, behind sidewalks on private streets, and centered on front or side lot lines.

- H. Watercourse Easements. Where a development is traversed by a watercourse, drainageway, channel or stream, there shall be provided a stormwater easement or drainage right-of-way conforming substantially with the lines of such watercourse and such further width as will be adequate for the purpose. Streets parallel to major watercourses may be required.
- I. Street Signs. The developer shall be responsible for the initial cost of any street name or number signs, or street markings, including installation thereof, that public works finds necessary for the development.
- J. Lighting. Street lighting shall conform to the Clark public utility standards and approved by the city. The developer shall bear the cost of the design and installation of the lighting system.
- K. All residential streets shall conform to the guidelines and standards of the city neighborhood traffic management plan.

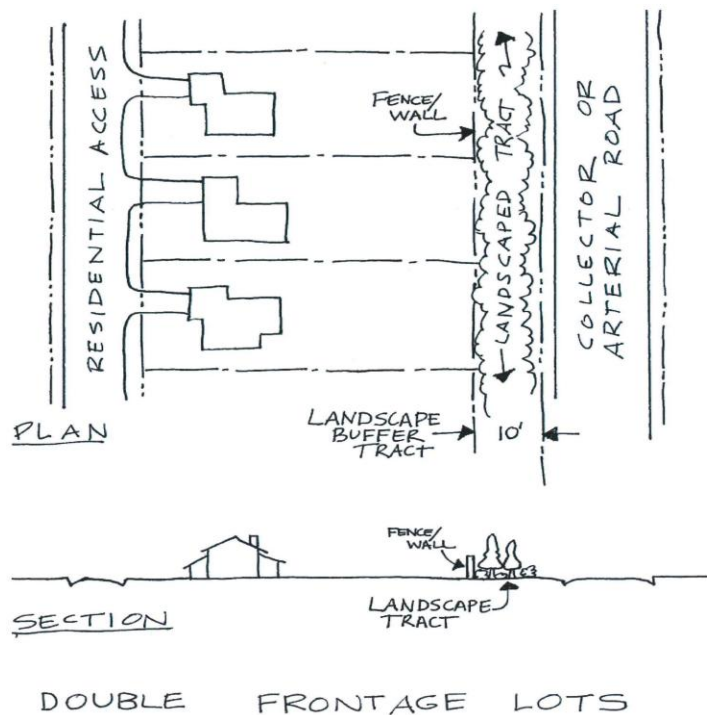


Figure 17.19-1: Double Frontage Lots

(Ord. 2483 § 1 (Exh. A (part)), 2007; Ord. 2443 § 2 (Exh. A (part)), 2006)

(Ord. No. 2612, § I(Exh. A), 2-7-2011; Ord. No. 2691, § I(Exh. A), 1-21-2014; Ord. No. 17-005, §§ I(Exh. A), II, IV, 5-15-2017; Ord. No. 18-014, § IX, 9-4-2018; Ord. No. 19-012, § II(Exh. A), 11-4-2019; Ord. No. 21-005, § I(Exh. A), 3-15-2021; Ord. No. 22-007, § I, 5-16-2022)

17.19.040 Infrastructure standards.

Note: For the purposes of this title, the terms "street" and "road" are synonymous in meaning.

- A. Private Street. Private street(s) may be authorized when all of the following occur:

1. Allowing private streets in the area being developed will not adversely affect future circulation in neighboring lots of property or conflict with an existing adopted street plan;
2. Adequate and reasonable provisions are made for the ownership, maintenance, and repair of all utilities and the proposed private streets;
3. The proposed private streets can accommodate potential full (future) development on the lots or area being developed;
4. Connect to no more than one public street, unless it is an alley;
5. Conform to the Camas Design Standard Manual ([CDSM](#));
6. Alleys shall be privately owned and maintained;
7. Access requirements for recycle service, garbage service, and emergency vehicles are provided;
8. Provisions for adequate parking enforcement are recorded within a private covenant to ensure emergency vehicle access. [Street signs to this effect shall be installed.](#) These provisions shall be noted on the final plat, e.g. Towing service.

B. Streets.

1. Half Width Improvement. Half width improvements, when determined appropriate by the City Engineer, shall include [a full-depth road section to the existing centerline, public and private](#) utility easements, [water and sewer mains](#), pedestrian pathways, storm water drainage, street lighting and signage, environmental permits, provisions for mitigation improvements and mitigation areas as necessary, bike lanes, and improvements to the centerline of the right-of-way as necessary to provide the minimum structural street section per the Camas Design Standard Manual.
2. Streets abutting the perimeter of a development shall be provided in accordance with CMC 17.19.040(B)(1) above, and the Design Standard Manual. [A minimum of 24-feet of paved surface shall](#) ~~Additional paving may~~ be required to [provide two-way vehicular movements and to](#) ensure safe and efficient roads ~~to exist~~ to serve the land development. [Where applicable, a total of twenty-nine feet of paved surface may be required to](#) ~~and~~ provide bike lanes.
3. The city engineer may approve a delay of frontage street improvements for development proposals under any of the following conditions:
 - a. If the future grade or alignment of the adjacent public street is unknown and it is not feasible to establish the grade in a reasonable period;
 - b. The immediate improvement of the street would result in a short, isolated segment of improved street;
 - c. The frontage is part of an impending or imminent city street improvement project;
 - d. Street improvements in the vicinity are unlikely to occur within six years.
4. In the event the frontage improvement is delayed, the owner must provide an approved form ~~or of~~ financial surety in lieu of said improvements.
5. Dedication of additional right-of-way may be required for a development when it is necessary to meet the minimum street width standards or when lack of such dedication would cause or contribute to an unsafe road or intersection.

6. Extension. Proposed street systems shall extend existing streets at the same or greater width unless otherwise approved by the ~~public works department~~city engineer, ~~and authorized by city council in approval of the plat.~~
- Streets and pedestrian/bicycle paths shall be extended to the boundaries of the plat to ensure access to neighboring properties, unless the presence of critical areas or existing development render such extension infeasible. The design shall contribute to an integrated system of vehicular and pedestrian circulation.
 - Grading of steep topography may be necessary to achieve this objective.
7. Names. All street names, street numbers, and building numbers shall be assigned in accordance with CMC 12.24.
8. Right-of-way, tract and pavement widths for private and public streets shall be based on the Camas Design Standards Manual (CDSM), Engineering Design Standards and Submittal Requirements, Design Standards, Table 1-Guidelines for Geometry of Private Roadways and Table 2- Guidelines for Geometry of Public Roadways. Table 17.19.040-1 and Table 17.19.040-2.

Table 17.19.040-1 Minimum Private Street Standards

Private Road/Street	Tract Width	Pavement Width	Sidewalk
A. Access to four or less dwelling units ²	20'	12'	Sidewalk optional, no parking on both sides.
B. Access to five or more dwelling units less than or equal to 100' in length ³	30'	20'	Five foot detached sidewalk on one side, with planter strip, no parking on both sides.
C. Access to five or more dwelling units greater than 100' and not over 300' in length ³	42'	28'	Five foot detached sidewalk on one side, with planter strip, no parking on one side.
D. Access to five or more dwelling units, greater than 300 feet in length ³	48'	28'	Five foot detached sidewalks required on both sides of the street, with planter strip. No parking on one side.
E. Alley	20'	18'	No parking on both sides.
F. Commercial/Industrial ³	40'	24'	Five foot detached sidewalk on one side, with planter strip, no parking both sides.

Table 17.19.040-2 Minimum Public Street Standards

Public Street	Right-of-Way	Pavement Width	Sidewalk
A. Street (by approval of City Engineer) ³	52'	28'	Five foot detached sidewalk on both sides, with

			planter strip, no parking on one side.
B-Street (two lane)	60'	36'	Five foot detached sidewalks required on both sides of the street, with planter strip. Bike lanes required on collectors and arterials, no on-street parking.
C-Street (three lane)	74'	46' to include 12' median	Six foot detached sidewalks required on both sides of the street, with planter strip, bike lanes, no on-street parking.
D-Street (five lane)/Arterial	100'	74' to include 14' median	Six foot detached sidewalks required on both sides of the street, with planter strip, bike lanes, no on-street parking.

Notes to tables above:

¹ ~~All buildings abutting a street designed and constructed with less than 36 feet of pavement width shall have automatic fire sprinkler systems installed that comply with NFPA 13D or 13R.~~

² ~~Access to two lots or less may be designed and established as an easement rather than a tract. Garbage and recycling containers shall be placed at the public right-of-way. If roadway is less than 150 feet in length, the minimum structural road section is exempt.~~

³ ~~Road/street lengths are calculated to include the cumulative network.~~

9. Intersections. Any intersection of streets that connect to a public street, whatever the classification, shall be at right angles as nearly as possible, shall not exceed fifteen degrees, and not be offset insofar as practical. All right-of-way lines at intersections with arterial and collector streets shall have a corner radius of not less than twelve feet.
10. Street Layout. Street layout shall provide for the most advantageous development of the land development, adjoining area, and the entire neighborhood. Evaluation of street layout shall take into consideration potential circulation solutions for vehicle, bicycle and pedestrian traffic, and, where feasible, street segments shall be interconnected.
 - a. Circulation Plan. Applicants shall submit a circulation plan at application which includes the subject site and properties within six hundred feet of the proposed development site. The plan shall incorporate the following features both on-site and off-site:
 - i. The circulation plan shall be to an engineering scale at one inch = one hundred feet or the scale may be increased or decreased at a scale approved by the director/city engineer;
 - ii. Existing and proposed topography for slopes of ten percent or greater, with contour intervals not more than ten feet;
 - iii. Environmental sensitive lands (geologic hazards, wetlands, floodplain, shoreline, etc.);

- iv. Existing and proposed streets, bicycle/pedestrian pathways, trails, transit routes; and
 - v. Site access points for vehicles, pedestrians, bicycles, and transit.
- b. Cross-circulation shall be provided that meets the following:
- i. Block lengths shall not exceed the maximum access spacing standards for the roadway class per the city's design standards manual. If block lengths greater than six hundred feet are approved pursuant to CMC Section 17.19.040.B.10.b.iii., a midway pedestrian connection shall be provided.
 - ii. Culs-de-sacs and permanent dead-end streets over three hundred feet in length may be denied unless topographic or other physical constraints prohibit achieving this standard.
 - iii. When culs-de-sacs or dead-end streets are permitted that are over three-hundred feet, a direct pedestrian and bicycle connection shall be provided to the nearest available street or pedestrian oriented use. Pedestrian connections need to meet Design Standards Manual for ADA accessibility in accordance with PROWAG and ADAAG.
 - iv. The city engineer may recommend approval of a deviation to the design standards of this section based on findings that the deviation is the minimum necessary to address the constraint and the application of the standard if impracticable due to topography, environmental sensitive lands, or existing adjacent development patterns.
- c. While it is important to minimize the impact to the topography from creating an integrated road system, improved site development and circulation solutions shall not be sacrificed to minimize the amount of cut and fill requirements of the proposal.
- d. Where critical areas are impacted, the standards and procedures for rights-of-way in the critical areas overlay zone shall be followed.
- e. When the proposed development's average lot size is seven thousand four hundred square feet or less, one additional off-street parking space shall be required for every five units, notwithstanding the requirements of CMC Chapter 18.11. These spaces are intended to be located within a common tract.
- f. When, on the basis of topography, projected traffic usage or other relevant facts, it is unfeasible to comply with the foregoing right-of-way, tract and street width standards, the approval authority, upon recommendation from the city engineer, may permit a deviation from the standards of [Table 17.19.040-1 and Table 17.19.040-2 CDSM, Engineering Design Standards Table 1 and Table 2.](#)
- g. The city engineer or designee may determine a wider width is necessary due to site circumstances, including but not limited to topography, traffic volume, street patterns, on-street parking, lot patterns, land use and bike and transit facilities that justify an increase in width.
- h. When existing streets adjacent to or within land to be developed are of inadequate width, additional right-of-way shall be provided at the time of land development.
11. Access Management.
- a. Access to all marginal access streets shall be restricted ~~so as to~~ minimize congestion and interference with the traffic carrying capacity of such street, and to provide separation of through and local traffic in accordance with CMC 17.19.030.D.6. The restrictions imposed shall be in accordance with the Camas Design Standards Manual.
 - b. The city engineer may grant exceptions to the access restriction policies and standards when no other feasible access alternative exists.

12. Street Design. When interior to a development, publicly owned streets shall be designed and installed to full width improvement as a means of insuring the public health, safety, and general welfare in accordance with the city comprehensive plans. Full width improvements shall include utility easements, sidewalks, bike lanes as necessary, and control of stormwater runoff, street lighting, and signage, ~~as provided below~~ [in accordance with the Camas Design Standards Manual \(CDSM\)](#).
- a. Shall be graded as necessary to conform to Camas Design Standard Manual.
 - b. Grades shall not exceed six percent on major and secondary arterials, ten percent on collector streets, or twelve percent on any other street. However, provided there are no vehicular access points, grades may be allowed up to fifteen percent when:
 - i. Exceeding the grades would facilitate a through street and connection with a larger neighborhood;
 - ii. The greater grade would minimize disturbance of critical slopes;
 - iii. Automatic fire sprinklers are installed in all structures where the fire department response to the structure requires travel on the grade;
 - iv. Tangents, horizontal curves, vertical curves, and right-of-way improvements conform to public works department standards;
 - v. Full width improvement is required as a condition of the land use approval in accordance with city standards; and
 - vi. In flat areas allowance shall be made for finished street grades having a minimum slope of one-half percent.
 - c. Centerline radii of curves shall be not less than three hundred feet on primary arterials, two hundred feet on secondary arterials, or seventy feet on other streets.
 - d. Shall be of asphaltic concrete according to Camas Design Standard Manual.
 - e. Shall have concrete curbs and gutters. Curb return radii shall be no less than thirty-five feet on arterial and collector streets, and no less than twenty-five feet on all other streets. Larger radii may be required at the direction of the city engineer.
 - f. Shall have storm drains in accordance with the Camas Design Standard Manual.
13. Sidewalks shall be constructed as specified in Camas Design Standard Manual. See ~~Table 17.19.040-1 and Table 17.19.040-2~~ [CDSM Engineering Design Standards Table 1 and Table 2](#) for dimensions.
- a. Prior to final acceptance of any land development, the developer shall install sidewalks, when required under ~~Table 17.19.040-1 and Table 17.19.040-2~~ [CDSM Engineering Design Standards Table 1 and Table 2](#), adjacent to or within all public or common areas or tracts, and at all curb returns. Sidewalks along individual lots may be deferred at the discretion of the city engineer until occupancy of the primary structure. Further, any trail or trails, including but not limited to the T-5 and T-1 trails, identified in the most recent Camas Parks and Open Space Plan shall be constructed prior to final acceptance;
 - b. All sidewalk areas shall be brought to sub grade by the developer at the time of improving streets.
14. Cul-de-sacs. A cul-de-sac greater than four hundred feet from the centerline-to-centerline intersections shall require special considerations to assure that garbage, recycle, and emergency vehicles have adequate access. Buildings on all lots located more than four hundred feet from the centerline-to-centerline intersections shall have automatic fire sprinklers.

15. Turn-arounds. Adequate provisions for ~~turn-around~~turnarounds shall be provided and shall be designed and installed in a manner acceptable to the city engineer, or in accordance with the Camas Design Standard Manual, if applicable.

C. Utilities.

1. Generally. All utilities designed to serve the development shall be placed underground and, if located within a critical area, shall be designed to meet the standards of the critical areas ordinance.
 - a. Those utilities to be located beneath paved surfaces shall be installed, including all service connections, as approved by the ~~public works department~~city engineer; such installation shall be completed and approved prior to application of any surface materials.
 - b. Easements may be required for the maintenance and operation of utilities as specified by the public works department.
2. Sanitary sewers shall be provided to each lot at no cost to the city and designed in accordance with the Camas Design Standards Manual (CDSM)~~city standards~~.
 - a. Detached units shall have their own sewer service and STEP or STEF or conventional gravity system as required.
 - b. Duplex, tri-plex, and townhome units shall each have a dedicated sewer lateral, unless otherwise approved by the public works director or designee.
 - c. Multifamily units shall have one sewer lateral per building.
 - d. Commercial or industrial units shall have privately owned and maintained sewer systems acceptable to the city.
 - e. Capacity, grade and materials shall be as required by the city engineer. Design shall take into account the capacity and grade to allow for desirable extension beyond the development. The city will not require the developer to pay the extra cost of required oversize sewer mains or excessive depth of mains necessary to provide for extension beyond the development.
 - f. If sewer facilities mandated by this section will, without additional sewer construction, directly serve property outside the development, equitable distribution of the costs thereof shall be made as follows:
 - i. If the property outside the development is in a stage of development wherein the installation of sewer facilities may occur, then the city may require construction as an assessment project, with appropriate arrangements to be established with the developer to insure financing their proportional share of the construction.
 - ii. In the event the sewer facility installation is not constructed as an assessment project, then the city shall reimburse the developer an amount estimated to be equal to the proportionate share of the cost for each connection made to the sewer facilities by property owners outside of the development, limited to a period of fifteen years from the time of installation. At the time of the approval of the plat, the city shall establish the actual amount of reimbursement, considering current construction costs.
 - g. Developments that require a sanitary sewer pumping station that will be conveyed to the city for future operation and maintenance shall be shown on a separate ~~tract, and~~tract and be dedicated to the city at the time the plat is recorded.
3. Storm Drainage. The storm drainage collection system shall meet the requirements of the Camas Design Standards Manual (CDSM) and city's officially adopted storm water standards~~CMC 14.02 Stormwater Control~~.

- a. Storm drainage facilities shall be placed on their own tract or within an open space tract and are to be maintained by the homeowners within the development in accordance with city standards. Alternatively, the city may allow, on a case by case basis, a development to connect to an off-site storm drainage facility provided such facility will be adequately sized and appropriate agreements are in place for maintenance of said facility. Provisions must be in writing informing the homeowners of the responsibility and outlining the maintenance procedures in accordance with adopted city standards.
 - b. Drainage facilities shall be provided within the development. When available and required by the [public works department engineering division](#), drainage facilities shall connect to storm sewers outside of the development.
 - c. Capacity, grade and materials shall be as [provided by the city engineer noted in the Camas Design Standards Manual](#). Design of drainage within the development shall take into account the capacity and grade necessary to maintain unrestricted flow from areas draining through the development and to allow extension of the system to serve such areas.
 - d. All stormwater generated by projects shall be treated, detained, and disposed of in accordance with the [Ecology's current Stormwater Management Manual for Western Washington \(SWMMWW\)](#) and the applicable standards set forth in CMC 14.02. Any deviations from the aforementioned standards shall be submitted in writing to the [director of public works engineering division](#) for ~~his~~ review and approval.
 - e. All lots shall provide drainage for stormwater runoff from roof and footing drains to an approved drainage system. Rear yard low point area drains and/or storm drain lateral stubs connected to an approved drainage system shall be provided to each lot as necessary to prevent stormwater runoff impacts to adjoining parcels as determined by the city.
4. Water System.
- a. Each lot within a proposed development shall be served by a water distribution system designed and installed in accordance with city design standards. Locations of fire hydrants and flow rates shall be in accordance with city standards and the International Fire Code. The distance between fire hydrants, as indicated in the fire code, is allowed to be doubled when automatic fire sprinklers are installed throughout the development.
 - b. Each unit of a duplex and townhome unit shall have its own water service.
 - c. Multifamily units shall have one service for each building.
 - d. Landscaping in open space tracts must have a service for an irrigation meter. The owner of the tract is responsible for payment for all fees associated with the installation of the meter and the water usage.

5. [Clearing and Grading.](#)

- a. [Clearing and grading that are a result of a land-use application shall be submitted with the land-use application and shall be a component of the civil construction application.](#)
- b. [Clearing and grading permits that are not part of a land-use application shall be prepared in accordance with CMC 15.50 Clearing and Grading.](#)
- c. [Quantities of fill and excavation are to be separately calculated and then added together, even if excavated material is used as fill in the same site.](#)
- d. [Erosion prevention and sediment control plans and details are to be submitted as a component of the clearing and grading plans.](#)

e. Clearing and grading that results in an acre or greater land-disturbing activities require a National Pollutant Discharge Elimination System (NPDES) Permit, which is issued by the Washington Department of Ecology, prior to start of any land-disturbing activities.

(Ord. 2491 § 1 (Exh. A), 2007; Ord. 2483 § 1 (Exh. A (part)), 2007; Ord. 2450 § 1, 2006; Ord. 2443 § 2 (Exh. A (part)), 2006)

(Ord. No. 2545, § II, 5-4-2009; Ord. No. 2582, § III, 2-1-2010; Ord. No. 2612, § I(Exh. A), 2-7-2011; Ord. No. 2691, § I(Exh. A), 1-21-2014; Ord. No. 17-005, §§ I(Exh. A), II, 5-15-2017; Ord. No. 19-001, § I(Att. A), 1-22-2019; Ord. No. 21-005, § I(Exh. A), 3-15-2021; Ord. No. 22-007, § I, 5-16-2022)

18.03.030 Definitions for land uses.

For the purposes of this title, the following definitions shall apply:

...

"Adult family home" means a [A dwelling, licensed by the State of Washington Department of Social and Health Services, in which a person or persons provide personal care, special care, room and board to more than one but not more than six adults who are not related by blood or marriage to the person or persons providing the services. An existing *adult family home* may provide services to up to eight adults upon approval from the Department of Social and Health Services in accordance with RCW 70.128.066.](#) ~~residential home in which a person or persons provide personal care, special care, room, and board to more than one, but not more than six adults who are not related by blood or marriage to the person or persons providing the services.~~ Adult family homes are a permitted use in all areas zoned for residential use.

18.03.040 Definitions for development terms.

Dwelling Unit, Accessory. "Accessory dwelling unit" means an additional, smaller, subordinate dwelling unit on a lot or attached to an existing or new house, a dwelling unit located on the same lot as a single-family housing unit, duplex, triplex, townhome, or other housing unit. Refer to Chapter 18.27 Accessory Dwelling Units.

...

Dwelling, Cottage Cluster. "Cottage-style home" or "Cottage Cluster" means a grouping of no fewer than four detached dwelling units with a maximum footprint of one thousand square feet each and that includes a common courtyard. Cottage clusters may be located on a single lot or parcel or on individual lots or parcels. Cottage clusters are allowed on up to twenty five percent of the developable acreage of a project site. Cottage cluster development standards are detailed in the North Shore Design Manual.

Dwelling, Duplex or Two-Family. "Duplex or two-family dwelling" means a structure residential building containing with two attached dwelling units on one lot.

...

Dwelling, Single-Family Attached (~~Row House~~). "Single-family attached dwelling" means a single household dwelling attached to another single household dwelling by a common vertical wall, and each dwelling is owned individually and located on a separate lot. These are more commonly referred to as townhouses or rowhouses See also "townhouses".

...

Cottage housing. "Cottage housing" means residential units on a lot with a common open space that either: (a) Is owned in common; or (b) has units owned as condominium units with property owned in common and a minimum of 20 percent of the lot size as open space.

Courtyard apartment. "Courtyard apartments" means up to four attached dwelling units arranged on two or three sides of a yard or court."

Fourplex. "Fourplex" means a residential building with four attached dwelling units.

Major transit stop. "Major transit stop" means a stop on a high capacity transportation system funded or expanded under the provisions of chapter 81.104 RCW, commuter rail stops, stops on rail or fixed guideway systems, and stops on bus rapid transit routes.

Middle housing. "Middle housing" means buildings that are compatible in scale, form, and character with single-family houses and contain two or more attached, stacked, or clustered homes including duplexes, triplexes, fourplexes, townhouses, stacked flats, courtyard apartments, and cottage housing.

Stacked flat. "Stacked flat" means dwelling units in a residential building of no more than three stories on a residential zoned lot in which each floor may be separately rented or owned.

Triplex. "Triplex" means a residential building with three attached dwelling units.

Townhouses. "Townhouses" means buildings that contain three or more attached single-family dwelling units that extend from foundation to roof and that have a yard or public way on not less than two sides.

Lot, parent. "Lot, parent" means a lot which is subdivided into unit lots through the unit lot subdivision process.

Lot, unit. "Lot, unit" means a lot created from a parent lot and approved through the unit lot subdivision process.

Unit lot subdivision. "Unit lot subdivision" means the division of a parent lot into two or more unit lots within a development and approved through the unit lot subdivision process.

Unit density. "Unit density" means the number of dwelling units (including accessory dwelling units) allowed on a lot, regardless of lot size.

18.05.030 Boundary determination.

Unless otherwise specified or shown on the zoning map, district boundaries are lot lines or the centerlines of streets, alleys, railroad, and other rights-of-way:

- A. Where boundaries are other than lot lines or centerlines of streets, alleys, railroad, and other rights-of-way, they shall be determined by dimensions shown on the zoning map;
- B. Where actual streets or other features on the ground vary from those shown on the zoning map, interpretations or adjustments shall be made by the planning commission;
- C. Where a district boundary line, as shown on the zoning map, divides a lot in single ownership at the time of passage of the code, the property owner may elect to apply the zoning district classification that has been applied to greater than fifty percent of such lot ~~shall apply to the entire lot or to utilize the zoning district classifications as they apply to each portion of the lot, consistent with the zoning map.~~

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

18.07.030 Table 1—Commercial and industrial land uses.

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	C- NS	MX- NS	ME- NS
Commercial Uses												
Automobile repair (garage) ⁶	X	P	C	P	X	P	X	P	P	C	X/ <u>P¹³</u>	P

Notes:

...

[13. Permitted only on sites where automobile repair was previously established and where the existing site or building design, configuration, layout, or access makes it particularly suited for this use.](#)

18.07.040 Table 2—Residential and multifamily land uses.

KEY: P = Permitted Use
 C = Conditional Use
 X = Prohibited Use
 T = Temporary Use

Authorized Uses in Residential and Multifamily Zones

	R	MF
Residential Uses		
Adult family home, residential care facility, supported living arrangement, or housing for the disabled ¹	P	P
Apartments	P ²	P
Assisted living ¹ , retirement home ¹	C	P
Cottage style homes housing	X /P ²	P ⁸
Designated manufactured homes	P	P
Duplex or two-family dwelling	P ² C	P ² P
Fourplex	P²	P²
Manufactured home	X	X
Manufactured home park	X	C
Nursing, rest, convalescent home ¹	C	P
Permanent Supportive Housing	C/P ²	P
Residential attached housing for three or more units (e.g., rowhouses)	X /P ²	P
Residential Treatment Facility ⁵	X	C
Single-family dwelling (detached)	P	P
Sober Living Homes	P	P
Stacked flat	P²	P²
Townhouses	P²	P²
Transitional Housing	P	P
Triplex	P²	P²
Incidental Uses		
Accessory dwelling unit	P	P
Animal training, kennel, boarding	X	C
Day care center ¹	C	P
Day care, family home	P	P
Day care, minicenter ¹	C	P
Electric vehicle battery charging station and rapid charging stations	P	P
Gardening and horticulture activities	P	P
Home occupation	P	P
Bed and breakfast ¹	C	C
Recreation/Religious/Cultural		
Church ¹	C	C
Community clubs, private or public ¹	C	C
Library ¹	C	C
Museum ¹	C	C
Open space ¹	P	P
Public or semi-public building ¹	C	C

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(Supp. No. 50)

Park or playground	P	P
Sports fields ¹	C	C
Trails	P	P
Event center ⁶	C	C
Educational Uses		
Private, public or parochial school ¹	P	C
Trade, technical, business college ¹	X	C
College/university ¹	X	X
Communication and Utilities		
Wireless communication facility	Refer to Chapter 18.35	
Facilities, minor public	C	C
Public utilities, minor	C	C
Pumping station ¹	C	C
Railroad tracks and facilities 1	C	C
Temporary Uses		
Sales office for a development in a dwelling ^{1, 4}	T	T
Sales office for a development in a trailer ^{3, 4}	T	T

Notes:

1. See Chapter 18.19 "Design Review" for additional regulations.
2. Permitted pursuant to Chapter 18.25, Middle Housing and in the LD-NS zone. ~~Permitted in all other R-zones as part of a planned development only.~~
3. Site plan review required per CMC Section 18.18.020(A)(1).
4. Notwithstanding the time limitations of a temporary use, a sales office proposed and approved through a Type III application may be approved with a longer time frame than one hundred eighty days.
5. A Residential Treatment Facility shall not be located within one thousand feet of public and private schools, public parks, public libraries, other RTFs, or similar uses.
6. Permitted in the LD-NS and HD-NS zones only.
7. ~~Cottages are only permitted in the LD-NS zone.~~
8. ~~Cottages are permitted in the HD-NS zone. In other multi-family zones, cottages are permitted with the MF-C overlay only.~~

(Ord. 2515 § 1 (Exh. A (part)), 2008; Ord. 2481 § 1 (Exh. A (part)), 2007; Ord. 2443 § 3 (Exh. A (part)), 2006)

(Ord. No. 2612, § I(Exh. A), 2-7-2011; Ord. No. 2691, § I(Exh. A), 1-21-2014; Ord. No. 17-013, § I(Exh. A), 10-2-2017; Ord. No. 21-004, § II(Exh. A), 3-15-2021; Ord. No. 21-005, § I(Exh. A), 3-15-2021; Ord. No. 22-007, § I, 5-16-2022; Ord. No. 23-010, Exh. A, 8-7-2023)

18.09.040 Density and dimensions—Single-family residential zones.

Table 2—Building Setbacks for Single-Family Residential Zones¹

Lot Area	Up to 4,999 sq. ft.	5,000 to 11,999 sq. ft.	12,000 to 14,999 sq. ft.	15,000 or more sq. ft.	LD-NS
Minimum front yard (feet)	20 ²	20 ²	25 ²	30 ²	10-25 ³
Minimum side yard (feet)	5	5	10	15	5
Minimum side yard flanking a street and corner lot rear yard (feet)	10	10	15	15	10
Minimum rear yard (feet)	20	25	30	35	10-20 ⁴
Minimum lot frontage on a cul-de-sac or curve (feet)	25	30	35	40	25

Notes:

- Setbacks may be reduced to be consistent with the lot sizes of the development in which it is located. Notwithstanding the setbacks requirements of this chapter, setbacks and/or building envelopes clearly established on an approved plat or development shall be applicable. In the LD-NS zone, cottage-style development setbacks are identified in the North Shore Design Manual.
- ~~Garage setback is five feet behind the front of the dwelling. The minimum front yard setback may be reduced by up to five (5) feet for the non-garage portions of a dwelling when any garage is set back the full minimum front yard distance required in the underlying zone. This allowance is intended to promote varied building facades and reduce the visual prominence of garages along the street.~~
- LD-NS subarea developments are encouraged to vary the front yard building setbacks to provide visual interest along a residential block. Garage faces shall maintain a minimum setback of twenty feet. Lots with alley-access garages may have a minimum front yard building setback of ten feet.
- LD-NS subarea developments with street-access garages may have a minimum rear yard setback of ten feet. LD-NS developments with alley-access garages must maintain a twenty foot rear-yard building setback from the alley.

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

(Ord. No. 2612, § I(Exh. A), 2-7-2011; Ord. No. 15-010, § I, 8-17-2015; Ord. No. 17-013, § I(Exh. A), 10-2-2017; Ord. No. 19-012, § II(Exh. A), 11-4-2019; Ord. No. 21-005, § I(Exh. A), 3-15-2021; Ord. No. 23-010, Exh. A, 8-7-2023)

18.09.050 Density and dimensions—Multifamily residential zones.**Table 1—Density and Dimensions for Multifamily Residential Zones**

	MF-10	MF-18	MF-C Overlay	HD-NS
Density				
Maximum density (dwelling units per net acre)	10	18 ^{Note 10}	24	18 ^{Notes 6, 10}
Minimum density (dwelling units per net acre)	6.0	6.0	6.0	10
Standard lots				
Minimum lot area (square feet)	3,000	2,100	None	1800
Minimum lot width (feet)	36	26	None	20
Minimum lot depth (feet)	70	60	None	60
Maximum gross floor area (GFA) per dwelling unit (square feet)	No max	No max	1,000 ^{Note 4}	No max
Setbacks				
Minimum front yard/at garage front (feet)	15/20	10/20	0/20	10/20
Minimum side yard (feet)	3 ^{Note 1}	3 ^{Note 1}	0 / If abutting R-zone than setback is 10'	3 ^{Note 1}
Minimum side yard, flanking a street (feet)	15	15	15	15 ^{Note 8}
Minimum rear yard	10	10	0 / If abutting R-zone than setback is 10'	10
Lot coverage				
Maximum building lot coverage	55%	65%	Building coverage is limited by a minimum of 200 sq. ft. of useable yard adjacent to each dwelling unit.	65%
Building height				
Maximum building height (feet)	35 ^{Note 2}	50 ^{Note 5}	18 ^{Note 3}	50 ^{Notes 5, 9, 10}

Table Notes:

1. The non-attached side of a dwelling unit shall be three feet, otherwise a zero-lot line is assumed.
2. Maximum three stories and a basement but not to exceed height listed.
3. Maximum one story and a basement but not to exceed height listed.
4. Gross floor area (GFA) in this instance does not include covered porches or accessory structures as defined per CMC 18.17.040.
5. Maximum four stories but not to exceed height listed.
6. Does not apply to cottage-style development.
7. In the HD-NS zone, cottage-style development [setbacks-setbacks](#) are identified in the North Shore Design Manual.
8. Minimum side yard flanking street shall be 10 feet for cottage-style and rowhouse developments.
9. Building heights shall "step-down" and provide compatible scale and privacy between developments. Building height transitions shall be applied to new and vertically expanded buildings in the HD-NS zone within 20 feet ([measure-measured](#) horizontally) of an existing

single detached residential building 30 feet or less in height. The building-height-transition standard is met when the height of the taller building does not exceed 1 foot of height for every 1 foot separating the ~~ne building~~new building from the existing single ~~detached~~detached residential structure.

10. ~~Maximum building height for cottage style development shall be 25 feet.~~ To encourage apartment development on larger sites, properties that are five acres or larger and developed exclusively with apartment buildings may be developed at up to double the maximum allowed density for the zone.

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

(Ord. No. 2612, § I(Exh. A), 2-7-2011; Ord. No. 2694, § III, 2-3-2014; Ord. No. 17-013, § I(Exh. A), 10-2-2017; Ord. No. 23-010, Exh. A, 8-7-2023)

18.17.040 Accessory structures.

In an R or MF zone, accessory structures on each lot shall conform to the following requirements:

...

- G. Fire Protection. ~~Accessory structures placed less than six feet away from an existing building require fire protection of exterior walls according to the International Building Code~~Fire protection of accessory structures placed adjacent to an existing buildings shall be regulated based on WAC 51-51, the International Residential Code as adopted by the State of Washington.

18.17.050 Fences and walls.

...

- B. Permits. If a fence or wall is over six-seven feet high then a building permit will be required, ~~and the fencing/wall must meet required setbacks.~~
- C. Heights and Location.
 - 1. Fences/walls not more than six feet in height may be maintained along the side yard or rear lot lines fully within the property; provided, that such wall or fence does not extend into the front yard area. The height of the fence/wall shall be measured from the finished grade.
 - 2. A fence/wall shall not exceed forty-two inches high in the front yard. The front yard area is the distance between the front property line and the nearest point of the building specified in the zone districts under this title.
 - 3. Fences or walls greater than six feet in height must meet required setbacks.

Chapter 18.25 Middle Housing

18.25.010 Purpose.

To provide opportunities for middle housing throughout Camas's residential zoning districts that is compatible in scale, form, and character with single-family dwellings. Middle housing includes buildings that contain two or more attached, stacked, or clustered homes including duplexes, triplexes, fourplexes, townhouses, stacked flats, courtyard apartments, and cottage housing.

18.25.020 Applicability.

The provisions of this chapter shall apply to the development of middle housing in all residential and multifamily zones.

18.25.030 Unit Density.

The following unit densities apply all lots at least 1,000 square feet in size, unless located in a zone permitting higher densities or intensities:

- A. Two units per lot.
- B. Four units per lot on all lots within one-quarter mile walking distance of a major transit stop.
- C. Four units per lot if at least one unit on the lot is affordable housing meeting the following requirements:
 1. The applicant shall commit to renting or selling at least one unit as affordable housing. Dwelling units that qualify as affordable housing shall have costs, including utilities other than telephone, that do not exceed 30 percent of the monthly income of a household whose income does not exceed the following percentages of median household income adjusted for household size, Clark County, as reported by the United States Department of Housing and Urban Development:
 - a. Rental housing: 60 percent.
 - b. Owner-occupied housing: 80 percent.
 2. The units shall be maintained as affordable for a term of at least 50 years, and the property shall satisfy that commitment and all required affordability and income eligibility conditions.
 3. The applicant shall record a covenant or deed restriction that ensures the continuing rental or ownership of units subject to these affordability requirements consistent with the conditions in chapter 84.14 RCW for a period of no less than 50 years.
 4. The covenant or deed restriction shall address criteria and policies to maintain public benefit if the property is converted to a use other than that which continues to provide for permanently affordable housing.
 5. The units dedicated as affordable housing shall:
 - a. Be provided in a range of sizes comparable to other units in the development.
 - b. The number of bedrooms in affordable units shall be in the same proportion as the number of bedrooms in units within the entire development.
 - c. Generally, be distributed throughout the development and have substantially the same functionality as the other units in the development.
- D. Duplexes, triplexes, fourplexes, townhouses, stacked flats, courtyard apartments, and cottage housing can be used to achieve the allowed unit densities in this section.
- E. Accessory dwelling units are counted towards the unit densities allowed under this section.

18.25.040 Development and Design Standards.

A. The density and dimensional standards of Chapter 18.09 apply to middle housing except where this chapter includes standards that are less restrictive.

B. Cottage Housing.

1. Cottage size. Cottages shall each have no more than 1,600 square feet of net floor area, excluding attached garages.
2. Open space. Open space shall be provided equal to a minimum 20 percent of the lot size. This may include common open space, private open space, setbacks, critical areas, and other open space.
3. Common open space. At least one outdoor common open space is required.
 - a. Common open space shall be provided equal to a minimum of 200 square feet per cottage. Each common open space shall have a minimum dimension of 15 ft on any side.
 - b. Common open space shall be bordered by cottages on at least two sides. At least half of cottage units in the development shall abut a common open space and have the primary entrance facing the common open space.
 - c. Critical areas and their buffers, parking areas and vehicular areas shall not qualify as common open space.
4. Entries. All cottages shall feature a roofed porch at least 60 square feet in size with a minimum dimension of five feet on any side facing the street and/or common open space.
5. Community building. A cottage housing development may include only one community building. A community building shall have no more than 2,400 square feet of net floor area.

C. Courtyard Apartments.

1. Common open space. At least one outdoor common open space is required.
 - a. Common open space shall be bordered by dwelling units on two or three sides.
 - b. Common open space shall be a minimum dimension of 15 feet on any side.
 - c. Parking areas and vehicular areas do not qualify as a common open space.
2. Entries. Ground-related courtyard apartments shall feature a covered pedestrian entry, such as a covered porch or recessed entry, with minimum weather protection of three feet by three feet, facing the street or common open space.

D. Townhouses. No more than six attached dwellings are permitted in a row or single group of structures.

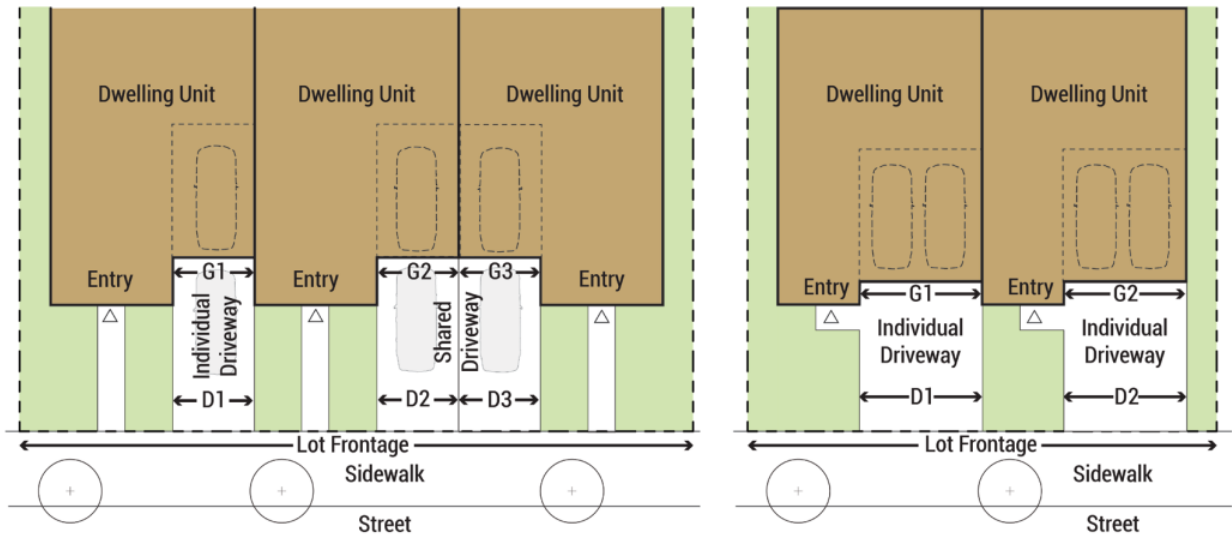
E. Unit articulation. Each attached unit featuring a separate ground level entrance in a multi-unit building facing the street shall include at least one of the following articulation options. Facades separated from the street by a dwelling or located more than 100 feet from a street are exempt from this standard.

1. Roofline change or a roof dormer with a minimum of four feet in width.
2. A balcony a minimum of two feet in depth and four feet in width and accessible from an interior room.
3. A bay window that extends from the façade a minimum of two feet.
4. An offset of the façade of a minimum of two feet in depth from the neighboring unit.
5. A roofed porch at least 50 square feet in size.

F. Vehicle access, carports, garages, and driveways.

1. For lots abutting an improved alley that meets the city's standard for width, vehicular access shall be taken from the alley. Lots without access to an improved alley and taking vehicular access from a street shall meet the following standards.
2. Garages, driveways, and off-street parking areas shall not be located between a building and a street, except when either of the following conditions are met:

- a. The combined width of all garages, driveways, and off-street parking areas does not exceed a total of 60 percent of the length of the street frontage property line. This standard applies to buildings and not individual units; or
 - b. The garage, driveway, or off-street parking area is separated from the street property line by a dwelling; or
 - c. The garage, driveway, or off-street parking is located more than 100 feet from a street.
3. All detached garages and carports shall not protrude beyond the front building façade.
 4. The total width of all driveways shall not exceed 64 feet per frontage, as measured at the property line. Individual driveways and shared driveways shall not exceed 20 feet in width.



$(G1+G2+G3)/\text{Lot Frontage}$ must be no more than 60%

$(D1+D2+D3)$ must not exceed 64 feet per frontage

Individual driveway width (D1) and shared driveway widths (D2+D3) shall not exceed 20 feet

18.25.050 Parking Standards.

- A. One off-street parking space per unit is required on lots smaller than 6,000 square feet, before any zero lot line subdivisions or lot splits.
- B. Two off-street parking spaces per unit is required on lots greater than 6,000 square feet before any zero lot line subdivisions or lot splits.
- C. No off-street is required within one-half mile walking distance of a major transit stop.

DRAFT

Chapter 18.27 ACCESSORY DWELLING UNITS

18.27.010 Purpose.

Accessory dwelling units (ADUs) are intended to:

- A. Provide for a range of ~~choices of~~ housing ~~choices~~ in the city, ~~including rental and ownership options~~;
- B. Provide additional dwelling units, thereby increasing densities with minimal cost and disruption to existing neighborhoods;
- C. Allow individuals and smaller households to retain large houses as residences; ~~and~~
- D. Enhance options for families by providing opportunities for older or younger relatives to live in close proximity while maintaining a degree of privacy; ~~and~~;
- E. Ensure that the development of an ADU does not cause unanticipated impact on the character or stability of single-family neighborhoods.

18.27.020 Scope.

~~Accessory dwelling units~~ADUs shall meet the requirement of this chapter, and may be allowed in all zones where residential uses are permitted.

~~18.27.030 Definition.~~

~~An "accessory dwelling unit (ADU)" means an additional smaller, subordinate dwelling unit on a lot with or in an existing or new house. These secondary units contain a private bath and kitchen facilities comprising an independent, self-contained dwelling unit. An ADU is not a duplex because the intensity of use is less due to the limitations of size.~~

~~18.27.040-030 Establishing an accessory dwelling unit.~~Configurations.

~~An accessory dwelling unit may be created through:~~

- ~~A. Internal conversion within an existing dwelling;~~
- ~~B. The addition of new square footage to the existing house, or to a garage;~~
- ~~C. Conversion of an existing garage provided it is not larger than the primary residence.~~
- ~~D. Inclusion in the development plans for, or as part of, the construction of a new single-family detached dwelling unit; or~~
- ~~A. E. A separate detached dwelling unit on the same lot as the primary dwelling unit. ADUs are~~
allowed in the following configurations and conditions:

- A. Attached ADUs, such as in a basement, attic, or garage; or
- B. Detached ADUs, which may be comprised of either one or two detached structures; or
- C. A combination of one attached ADU and one detached ADU.

D. ADUs may be converted from existing legal accessory structures.

E. Individual ADUs can be conveyed separately as condominium units per Chapter 64.34 RCW or can be divided into unit lots.

18.27.050-040 Development standards.

- A. Number. ~~No more than one accessory dwelling unit per legal lot is permitted, and it must be accessory to a single family residence. A lot of record lawfully occupied by two or more single family residences shall not be permitted to have an accessory dwelling unit, unless the lot is short platted under Title 17 of this code. If a short plat is approved, an accessory dwelling unit for each dwelling unit is permitted only if all dimensional standards of the underlying zone, and all other provisions of this chapter are met. No more than two ADUs in any configuration shall be allowed in residential zoning districts with a principal unit. ADUs count towards the unit densities of Chapter 18.25 Middle Housing, so that two ADUs are allowable only if a lot is improved with only one principal dwelling unit.~~
- B. Building Permit. The applicant must apply for a building permit for an accessory dwelling unit ADU. An ADU shall comply with applicable building, fire, health, and safety codes. Addressing of the ADU shall be assigned by the building department, ~~with approval by the fire department~~. An ADU cannot be occupied until a certificate of occupancy is issued by the building department.
- C. Conformance to Zoning. The addition of an accessory dwelling unit ADU shall not make any lot, structure or use nonconforming within the development site. An accessory dwelling unit ADU shall conform to existing requirements for the primary residence, unless stated otherwise in this chapter. ADUs converted from existing accessory structures may be nonconforming to current setback and lot coverage requirements.
- D. Height. Building height is limited to ~~twenty-four~~twenty-four feet for a detached ADU. Building height requirements of the underlying zone apply to the ADU for internal conversion, or structural addition to the existing primary dwelling.
- ~~DE.~~ Placement Setbacks. An accessory dwelling ADU unit shall ~~not project beyond the front building line comply with the front yard setback.~~ A detached ADU shall not be located closer than five feet to a side or rear lot line, or not closer than ~~twenty-ten~~ feet to a side lot line along a flanking street of a corner lot. A detached ADU does not require a setback from any rear lot line that abuts a public alley.
- ~~EF.~~ Total Floor Area. The total gross floor area of an accessory dwelling unit ADU shall not exceed ~~forty percent of the primary unit, up to a maximum of one thousand square feet. The living area of the primary unit excludes uninhabitable floor area and garage or other outbuilding square footage whether attached or detached. The~~ Director may allow an increase in floor area when an ADU is completely located on a single floor within the footprint of an existing residential unit or accessory structure in order to allow for efficient use of existing floor area.
- ~~FG.~~ Parking. An accessory dwelling unit ADU shall have a minimum of one ~~on-site~~off-street parking space, in addition to ~~the primary dwelling unit's designated parking spaces if there is not on street parking allowed, the~~ off-street parking required for the other residential units on the same lot. This requirement does not apply to ADUs located within one-half mile of a major transit stop.
- ~~G.~~ Architectural Design. The exterior appearance of an addition or detached accessory dwelling unit shall be architecturally compatible with the primary residence. Compatibility includes coordination of architectural style, exterior building materials and color, roof material, form and pitch, window style and placement, other architectural features, and landscaping.
- ~~H.~~ Entrances. For an accessory dwelling unit created by internal conversion or by an addition to an existing primary dwelling, only one entrance may be located on the front of the house, unless the house contained

~~additional front doors before the conversion. Secondary entrances should be located on the side or rear of the primary residence to the extent possible.~~

- ~~I. Privacy. ADUs shall be designed and located to minimize disruption of privacy and outdoor activities on adjacent properties. Strategies to accomplish this include, but are not limited to:~~
 - ~~a. Stagger windows and doors to not align with such features on abutting properties.~~
 - ~~b. Avoid upper level windows, entries and decks that face common property lines to reduce overlook of a neighboring property.~~
 - ~~c. Install landscaping as necessary to provide for the privacy and screening of abutting property.~~
- JH. Utilities. An ~~accessory dwelling unit~~ADU shall connect to public sewer and water. A home or lot not connected to public sewer and water, which adds an ~~accessory dwelling unit~~ADU, shall connect to public sewer and water. An ADU may share water and sewer connections with the primary unit only when the meter, service lines, and any STEP/STEF tank are adequately sized to serve the primary unit and ADU. ADUs that are or will be separately owned shall maintain fully independent utility services.
- ~~K. Nonconformity. A home or lot which has an accessory dwelling unit which was established prior to adoption of this chapter may be approved for a building permit, subject to the provisions of Chapter 18.41 "Nonconforming Lots, Structures and Uses."~~
- ~~L. Owner Occupancy. Prior to the issuance of a building permit establishing an accessory dwelling unit, the applicant shall record the ADU as a deed restriction with the Clark County auditor's office. Forms shall be provided by the city stating that one of the dwelling units is and will continue to be occupied by the owner of the property as the owner's principal and permanent residence for as long as the other unit is being rented or otherwise occupied. The owner shall show proof of ownership, and shall maintain residency for at least six months out of the year, and at no time receive rent for the owner occupied unit. Falsely certifying owner occupancy shall be considered a violation of the zoning ordinance, and is subject to the enforcement actions.~~

18.27.060-050 Design guidelinesstandards.

- ~~A. Exterior Finish Materials. Exterior finish materials must duplicate or reflect the exterior finish material on the primary dwelling unit.~~
- ~~B. Roof Slopes. For buildings over fifteen feet in height, the slope of the accessory dwelling unit roof must be the same as that of the predominate slope of the primary dwelling structure.~~
- ~~C. Historic Structures. If an accessory dwelling unit is on the same lot as, or within an historic structure which has been designated on the national, state, or local historic register, the following design guidelines are applicable:~~
 - ~~1. Exterior materials shall be of the same type, size, and placement as those of the primary dwelling structure.~~
 - ~~2. Trim on edges of elements of an ADU shall be the same as those of the primary structure in type, size, and placement.~~
 - ~~3. Windows in any elevation which faces a street shall match those in the primary structure in proportion, i.e., same height, width, and orientation (horizontal or vertical).~~
 - ~~4. Pediment and Dormers. Each accessory dwelling unit over twenty feet in height shall have either a roof pediment or dormer, if one or the other of these architectural features are present on the primary dwelling.~~
- A. Architectural Design. Detached ADUs must incorporate at least two of the following elements found on the principal dwelling unit(s):

-
1. Roof overhang of the same depth
 2. Same roof pitch
 3. Trim of the same dimension and style
 4. Matching window proportions, grille patterns, and color
 5. Same primary paint color
 6. Same roofing material and color
 7. Similar porch or entryway detailing
 8. Same primary siding material
- B. Privacy. ADUs shall be designed and located to minimize disruption of privacy and outdoor activities on adjacent properties. Strategies to accomplish this include, but are not limited to:
1. Stagger windows and doors to not align with such features on abutting properties.
 2. Avoid upper-level windows, entries and decks that face common property lines to reduce overlook of a neighboring property.
 3. Install landscaping as necessary to provide for the privacy and screening of abutting property.
- C. Any and all design requirements, limits, or restriction that apply to the principal unit shall also apply to ADUs.

Chapter 18.55 ADMINISTRATION AND PROCEDURES¹

Article I. General Procedures

~~18.55.010 Procedures for processing development permits.~~

~~For the purpose of project permit processing, all development permit applications shall be classified as one of the following: Type I, Type II, Type III, BOA, SEPA, Shoreline or Type IV.~~

18.55.010 Purpose.

This chapter establishes standard procedures for review of development permit applications and appeals. These procedures are intended to promote timely review and informed public participation, eliminate redundancy, minimize delay and expense, and result in approvals that further the goals and policies of the Comprehensive Plan. This chapter provides for an integrated and consolidated development review process consistent with RCW Chapter 36.70B.

18.55.020 Determination of proper procedure type.

- A. Development permit applications will be reviewed under a Type I, Type II, Type III, or Type IV review process, pursuant to Section 18.55.050. The types of review are generally organized in ascending order of significance, amount of public process, and level of discretion exercised by the decisionmaker. Exclusions from the requirements of development permit processions are contained in Section 18.55.050.
- AB. Determination by Director. The Community Development Director (Director) ~~community development director or designee (hereinafter the "director")~~ shall determine the proper procedure for all development applications. If there is a question as to the appropriate type of procedure, the determination shall be at the ~~d~~Director's discretion.
- BC. Optional Consolidated Permit Processing. An application that involves two or more project permits may be submitted concurrently and processed with no more than one open record hearing and one closed record appeal. If an applicant elects this process upon submittal and in writing, the determination of completeness, notice of application, and notice of decision or final decision shall include all project permits reviewed through the consolidated permit process.

~~18.55.030 Summary of decision making processes.~~

~~The following decision making process table provides guidelines for the city's review of the indicated permits:~~

Table 1—Summary of decision making processes

Approval Process							
Permit Type	I	II	III	Shore	SEPA	BOA	IV
Archaeological		X	X				

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Binding site plans		X					
Boundary line adjustment	X						
Building permits	X						
Certificate of occupancy	X						
Conditional use			X ⁽⁵⁾				
Critical areas/OS		X	X				
Design review	X Minor	X Major					
Final plats ⁽²⁾	X						
Home occupations	X Minor	X Major					
LI/BP		X ⁽⁴⁾	X ⁽⁴⁾				
Minor modifications	X						
Plan/zone change							X
Planned development final master plan ⁽³⁾	X						
Planned development preliminary master plan			X ⁽⁴⁾				
Preliminary subdivision plat			X ⁵				
Sensitive areas/OS		X	X				
SEPA threshold determination					X		
Shorelines permit				X			
Short plat		X					
Sign permits	X						
Site plan review		X					
Temporary uses	X						
Variance (minor)	X						
Variances (major)						X	
Zone change/single tract			X ⁽⁵⁾				
Zone code text changes							X

Notes:

⁽¹⁾—For development proposals subsequently submitted as part of an approved master plan, subarea plan, or binding site plan.

⁽²⁾—Section 17.21.060 for final plat approval.

⁽³⁾—Section 18.23.130 for final master plan approval.

⁽⁴⁾—Planning commission hearing and city council decision.

⁽⁵⁾—Hearing and final decision by hearings examiner.

Permit Types:

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Item 8.

- A. ~~Type I Decisions. The community development director or designee shall render all Type I decisions. Type I decisions do not require interpretation or the exercise of policy or legal judgment in evaluating approval standards. The process requires no public notice. The approval authority's decision is generally the final decision of the city. Type I decisions by the building division may be appealed to the board of adjustment.~~
- B. ~~Type II Decisions. The community development director or designee shall render the initial decision on all Type II permit applications. Type II decisions involve the exercise of some interpretation and discretion in evaluating approval criteria. Applications evaluated through this process are assumed to be allowable in the underlying zone. City review typically focuses on what form the use will take, where it will be located in relation to other uses, natural features and resources, and how it will look. However, an application shall not be approved unless it is or can be made to be consistent, through conditions, with the applicable siting standards and in compliance with approval requirements. Upon receipt of a complete application the director determines completeness, issues a notice of application (consolidated review only), reviews and renders a notice of decision. The director's decision shall become final at the close of business on the fourteenth day after the date on the decision unless an appeal is filed. If an appeal is received the hearings examiner will review the decision based on the record and render the city's final decision.~~
- C. ~~Type III Decisions. Type III decisions involve the greatest amount of discretion and/or evaluation of approval criteria. Applications evaluated through this process commonly involve conditional uses, subdivisions, and development within the city's light industrial/business park. Upon receipt of a complete application, notice of public hearing is mailed to the owners of record of the subject property, the applicant, and owners of real property within three hundred feet of the subject tract, based upon Clark County assessment records. The notice of public hearing is issued at least fourteen days prior to the hearing, and the staff report is generally made available five days prior to the hearing. If a SEPA threshold determination is required, the notice of hearing shall be made at least fifteen days prior to the hearing and indicate the threshold determination made, as well as the timeframe for filing an appeal. Type III hearings are subject to either a hearing and city final decision by the hearings examiner, or subject to a hearing and recommendation from the planning commission to the city council who, in a closed record meeting, makes the final city decision.~~
- D. ~~Shoreline (SMP, Shore). The community development director acts as the "administrator." A shoreline management review committee reviews a proposal and either determines to issue a permit, or forward the application to the planning commission or hearings examiner, as appropriate. Shoreline regulations are found at Section 18.55.330 and the Camas Shoreline Master Program (2012, or as amended).~~
- E. ~~SEPA (State Environmental Policy Act). When the City of Camas is the lead agency, the community development director shall be the responsible official. The procedures for SEPA are generally provided for under Title 16 of this code, as well as Sections 18.55.110 and 18.55.165 of this chapter.~~
- F. ~~Board of adjustment decisions are the final decision of the city, except as provided in Section 18.45.020 Approval process of this title.~~
- G. ~~Type IV Decisions. Type IV decisions are legislative actions which involve the adoption or amendment of the city's land use regulations, comprehensive plan, map inventories, and other policy documents that affect the entire city, large areas, or multiple properties. These applications involve the greatest amount of discretion and evaluation of subjective approval criteria, and must be referred by majority vote of the entire planning commission onto the city council for final action prior to adoption by the city. The city council's decision is the city's final decision.~~

18.55.030 Review type framework.

Table 1 – Review Type

<u>Review Type</u>	<u>Type I</u>	<u>Type II</u>	<u>Type III</u>	<u>Type IV</u>
<u>Archaeological</u>		<u>X</u>	<u>X</u>	
<u>Binding site plan</u>		<u>X</u>		
<u>Boundary line adjustment</u>	<u>X</u>			
<u>Civil construction and grading permits</u>	<u>X</u>			
<u>Comprehensive plan map/text amendment</u>				<u>X</u>
<u>Conditional use</u>			<u>X</u>	
<u>Critical areas</u>		<u>X</u>	<u>X</u>	
<u>Design review</u>	<u>X</u> <u>Minor</u>	<u>X</u> <u>Major</u>		
<u>Final plat⁽²⁾</u>	<u>X</u>			
<u>Home occupation</u>	<u>X</u> <u>Minor</u>	<u>X</u> <u>Major</u>		
<u>LI/BP</u>		<u>X⁽¹⁾</u>	<u>X⁽⁴⁾</u>	
<u>Modification (major)</u>		<u>X</u>		
<u>Modification (minor)</u>	<u>X</u>			
<u>Planned development final master plan⁽³⁾</u>	<u>X</u>			
<u>Planned development preliminary master plan</u>			<u>X⁽⁴⁾</u>	
<u>Preliminary subdivision plat</u>			<u>X</u>	
<u>Shoreline exemption</u>	<u>X</u>			
<u>Shoreline permit</u>			<u>X</u>	
<u>Short plat</u>		<u>X</u>		
<u>Sign permit</u>	<u>X</u>			
<u>Site plan review</u>		<u>X</u>		
<u>Temporary use</u>	<u>X</u>			
<u>Unit lot subdivision</u>		<u>X</u>		
<u>Variance (minor)</u>	<u>X</u>			
<u>Variances (major)</u>			<u>X</u>	
<u>Zoning map amendment (Site-specific, consistent with Comprehensive Plan)</u>			<u>X</u>	
<u>Zoning map amendment (requires a Comprehensive Plan amendment)</u>				<u>X</u>
<u>Zoning code text amendment</u>				<u>X</u>

⁽¹⁾ For development proposals subsequently submitted as part of an approved master plan, subarea plan, or binding site plan.

⁽²⁾ Section 17.21.060 for final plat approval.

⁽³⁾ Section 18.23.130 for final master plan approval.

⁽⁴⁾ Planning commission hearing and city council decision.

Table 2 – Review Type Approval Process

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	<u>Type I</u>	<u>Type II</u>	<u>Type III</u>	<u>Type IV</u>
<u>Recommendation made by:</u>	<u>N/A</u>	<u>N/A</u>	<u>Director</u>	<u>Planning Commission</u>
<u>Final decision made by:</u>	<u>Director</u>	<u>Director</u>	<u>Hearing Examiner</u>	<u>City Council</u>
<u>Notice of application:</u>	<u>No</u>	<u>Yes, when consolidated review</u>	<u>Yes</u>	<u>Yes</u>
<u>Open record public hearing or open record appeal of a final decision:</u>	<u>No</u>	<u>Only if appealed, open record hearing before Hearing Examiner</u>	<u>Yes, before Hearing Examiner to render final decision</u>	<u>Yes, before Planning Commission</u>
<u>Closed record appeal/final decision:</u>	<u>No</u>	<u>No</u>	<u>No</u>	<u>Yes, or City Council may hold its own hearing</u>
<u>Judicial appeal:</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>
<u>Review Time Period</u>	<u>65 days</u>	<u>100 days</u>	<u>170 days</u>	<u>170 days</u>

- A. Type I Review. The Director shall render all decisions on Type I reviews. Type I reviews do not require interpretation or the exercise of policy or legal judgment in evaluating approval standards. The process requires no public notice. The Director's decision is generally the final decision of the city. Appeals of Type I decisions are made to the Hearing Examiner in an open record hearing.
- B. Type II Review. The Director shall render the decision on all Type II reviews. Type II reviews involve the exercise of some interpretation and discretion in evaluating approval criteria. Applications evaluated through this process are assumed to be allowable in the underlying zone. The Director's review typically focuses on what form the use will take, where it will be located in relation to other uses, natural features and resources, and how it will look. However, an application shall not be approved unless it is or can be made to be consistent, through conditions, with the applicable siting standards and in compliance with approval requirements. Upon receipt of a complete application, the Director determines completeness, issues a notice of application (for consolidated reviews only), reviews and renders a notice of decision. The Director's decision shall become final at the close of business on the fourteenth day after the date on the decision unless an appeal is filed. Appeals of Type II decisions are made to the Hearing Examiner in an open record hearing.
- C. Type III Review. Type III reviews involve the greatest amount of discretion and/or evaluation of approval criteria. Decisions on Type III reviews are made by the Hearing Examiner following a recommendation by the Director and an open record predecision hearing. After receipt of a complete application, notice of public hearing is mailed to the owners of record of the subject property, the applicant, and owners of real property within three hundred feet of the subject tract, based upon Clark County assessment records. The notice of public hearing is issued at least fourteen days prior to the hearing, and the staff report is generally made available five days prior to the hearing. If a SEPA threshold determination is required, the notice of hearing

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shall be made at least fifteen days prior to the hearing and indicate the threshold determination made, as well as the timeframe for filing an appeal.

- D. Type IV Review. Type IV review decisions are legislative actions which involve the adoption or amendment of the city's land use regulations, comprehensive plan, maps, and other policy documents that affect the entire city, large areas, or multiple properties. These applications involve the greatest amount of discretion and evaluation of subjective approval criteria and must be referred by majority vote of the entire Planning Commission onto the City Council for final action prior to adoption by the city. The City Council's decision is the city's final decision.
- E. Shorelines. Shoreline exemptions and permits are processed pursuant to this chapter except where Section 18.55.330 or the Shoreline Master Program (SMP) requires different procedures.
- F. SEPA (State Environmental Policy Act). When the City of Camas is the lead agency, the Director shall be the responsible official. The procedures for SEPA are generally provided for under Title 16 of this code, as well as Sections 18.55.100 and 18.55.165 of this chapter.

18.55.040 Time Frames for Review.

- A. The Director must issue a notice of final decision on a project permit application as follows:
 - 1. Decisions on Type I applications must be issued within 65 days of the determination of completeness.
 - 2. Decisions on Type II applications must be issued within 100 days of the determination of completeness.
 - 3. Decisions on Type III or IV applications must be issued within 170 days of the determination of completeness.
- B. In calculating the time period for decision for issuance of a final decision, the following periods shall be excluded:
 - 1. Any period between the day that the city has notified the applicant, in writing, that additional information is required to further process the application and the day when responsive information is resubmitted by the applicant.
 - 2. Any period after an applicant informs the department, in writing, that they would like to temporarily suspend review of the project permit application until the time that the applicant notifies the department, in writing, that they would like to resume the application, up to 12 months.
 - 3. Any period after an administrative appeal is filed until the administrative appeal is resolved and any additional time period provided by the administrative appeal has expired.
 - 4. Any reasonable period of additional time that the Director and applicant mutually agree to add to the review time period.
- C. The time periods to process a permit shall start over if an applicant proposes a change in use that adds or removes commercial or residential elements from the original application that would make the application fail to meet the determination of procedural completeness for the new use.
- D. If an applicant informs the Director, in writing, that the applicant would like to temporarily suspend the review of the project for more than 60 days, or if an applicant is not responsive for more than 60 consecutive days after the Director notified the applicant, in writing, that additional information is required to further process the application, an additional 30 days may be added to the time periods for the Director to issue a final decision. Any written notice to the applicant that additional information is required to further process the application must include a notice that nonresponsiveness for 60 consecutive days may result in 30 days

being added to the time for review. "Nonresponsiveness" means that an applicant is not making demonstrable progress on providing additional requested information, or that there is no ongoing communication from the applicant on the applicant's ability or willingness to provide the additional information.

18.55.050 Exemptions from Review.

A. Whenever a permit or approval has been designated as a Type I, II, III or IV permit, the procedures in this title shall be followed in project permit processing. The following permits or approvals are specifically excluded from the procedures and timelines set forth in this title:

1. ROW and street vacations;
2. Encroachment permits;
3. Annexations;
4. Civil construction and grading permits;

Article II. Pre-Filing Requirements

18.55.0650 Initiation of action.

Except as otherwise provided, Type I, II, or III, or BOA development permit applications may only be initiated by written consent of the owner(s) of record or contract purchaser(s). Legislative actions may be initiated at the request of an application citizens, the City Council, Planning Commission, or department director or division manager.

18.55.060-070 Preapplication conference meeting—Type II, Type III.

- A. ~~Prior to submitting an application for a Type II or Type III application, the applicant shall schedule and attend a preapplication conference with city staff to discuss the proposal. The preapplication conference shall follow the procedure set forth by the director.~~
- BA. ~~To schedule a preapplication conference the applicant shall contact the planning department.~~ The purpose of ~~the a~~ preapplication conference is for the applicant to provide a summary of the applicant's development proposal to city and other agency staff and in return, for staff to provide feedback to an applicant on likely impacts, limitations, requirements, approval standards, fees, and other information that may affect the proposal. ~~The director may provide the applicant with a written summary of the preapplication conference within ten days after the preapplication conference. Preapplication conferences are required for Type II and III review applications in order to address any issues or concerns early in the process and facilitate a streamlined application submittal and review.~~
- B. To request a preapplication conference, the applicant must submit a request to the Department. The Director will schedule a conference and may invite affected city staff and other jurisdiction or agency staff to participate. Preapplication meetings will generally be scheduled within 45 days of the request.
- C. The Director will provide the applicant with a written summary of the preapplication conference within ten days after the conference. Notwithstanding any representations by city staff at a pre-application conference, staff is not authorized to waive any requirements of the city code. Any omission or failure by staff to recite to

an applicant all relevant applicable code requirements shall not constitute a waiver by the city of any standard or requirement.

- D. ~~A preapplication conference shall be valid for a period of one hundred eighty days from the date it is held. If no application is filed within one hundred eighty days of the conference or meeting the applicant must schedule and attend another conference before the city will accept a permit application. Preapplication conferences should not be requested more than six months prior to the anticipated submittal date of a formal development application. If more than six months has passed since the preapplication conference has been held, the applicant is encouraged to request another preapplication conference before application submittal.~~ Any changes to the code or other applicable laws which take effect between the preapplication conference and submittal of an application shall be applicable.
- E. The ~~d~~Director may waive the preapplication requirements if, in the ~~d~~Director's opinion, the development does not warrant these steps.

Article III. Application Requirements

~~18.55.100~~ Application requirements for Type II or Type III applications.

~~All Type II, or Type III applications must be submitted at the planning department office on the most current forms provided by the city, along with the appropriate fee and all necessary supporting documentation and information sufficient to demonstrate compliance with all applicable approval criteria. The applicant has the burden of demonstrating, with evidence, that all applicable approval criteria are or can be met.~~

~~18.55.110-100~~ Application—Required information.

~~Type II or Type III~~Review applications shall include all the materials listed in this subsection. The ~~director~~Director may waive the submission of any of these materials if not deemed to be applicable to the specific review sought. Likewise, the ~~director~~Director may require additional information beyond that listed in this subsection or elsewhere in the city code, such as a traffic study or other report prepared by an appropriate expert where needed to address relevant approval criteria. In any event, the applicant is responsible for the completeness and accuracy of the application and all of the supporting documentation. The applicant has the burden of demonstrating, with evidence, that all applicable approval criteria are or can be met. Unless specifically waived by the ~~director~~Director, the following must be submitted at the time of application:

- A. Applicable application form, including signature by the property owner, or person having authorization to sign on behalf of the property owner~~A copy of a completed city application form(s) and required fee(s);~~
- B. A complete list of the permits or approvals sought by the applicant and required fees for each permit or approval requested;
- C. A current (within thirty days prior to application) mailing list and mailing labels of owners of real property within three hundred feet of the subject parcel, certified as based on the records of Clark County assessor;
- D. A complete and detailed narrative description that describes the proposed development, existing site conditions, existing buildings, public facilities and services, and other natural features. The narrative shall also explain how the criteria are or can be met, and address any other information indicated by staff at the preapplication conference as being required;
- E. Necessary drawings in the quantity specified by the director~~A site plan and any other necessary plans or drawings specified by the Director~~;

- F. Copy of ~~the~~ preapplication meeting notes ~~(Type II and Type III)~~;
- G. SEPA checklist, if required;
- H. Signage for Type III applications and short subdivisions: Prior to an application being deemed complete and Type III applications are scheduled for public bearing, the applicant shall post one four-foot by eight-foot sign ~~per road frontage~~, unless a different size (not to be less than six square feet) is approved by the ~~De~~director. The sign shall be attached to the ground with a minimum of two four-inch by four-inch posts or better. The development sign shall remain posted and in reasonable condition until a final decision of the city is issued, and then shall be removed by the applicant within fourteen days of the notice of decision by the city. The sign shall be clearly visible from ~~the~~ adjoining rights-of-way and generally include the following:
 1. Description of proposal,
 2. Types of permit applications on file and being considered by the City of Camas,
 3. Site plan,
 4. Name and phone number of applicant, and City of Camas contact for additional information,
 5. If a Type III application, then a statement that a public hearing is required and scheduled. Adequate space shall be provided for the date and location of the hearing to be added upon scheduling by the city.
- I. A copy of a full title report.

~~18.55.130 Letter of completeness Type II, Type III or SMP.~~

- ~~A. Upon submission of a Type II, Type III, or SMP application, the director should date stamp the application form, and verify that the appropriate application fee has been submitted. The director will then review the application and evaluate whether the application is complete. Within twenty-eight days of receipt of the application, the director shall complete this initial review and issue a letter to the applicant indicating whether or not the application is complete. If not complete, the director shall advise the applicant what information must be submitted to make the application complete.~~
- ~~B. If the director does not issue a letter of completeness or incompleteness within twenty-eight days, the application will be presumed complete on the twenty-eighth day after submittal.~~
- ~~C. Upon receipt of a letter indicating the application is incomplete, the applicant has one hundred eighty days from the original application submittal date within which to submit the missing information or the application shall be rejected and all materials returned to the applicant. If the applicant submits the requested information within the one hundred eighty day period, the director shall again verify whether the application, as augmented, is complete. Each such review and verification should generally be completed within fourteen days.~~
- ~~D. Once the director determines the application is complete, or the applicant refuses in writing to submit any additional information, the city shall declare the application complete and generally take final action on the application within one hundred twenty days of the date of the completeness letter. The timeframe for a final decision may vary due to requests by the city to correct plans, perform required studies, provide additional required information, extensions of time agreed to by the applicant and the city, or delays related to simultaneous processing of shoreline or SEPA reviews.~~
- ~~E. The approval criteria and standards which control the city's review and decision on a complete application are those which were in effect on the date the application was first submitted, or as prescribed by a development agreement.~~

18.55.110 Review for completeness.

- A. Applications must be deemed procedurally complete only when all materials are provided in accordance with the applicable application submittal requirements established by the Director.
- B. Within 28 days after receiving an application, the Director shall provide a written determination to the applicant stating the application is complete or that the application is incomplete and that the procedural submission requirements of the local government have not been met. The determination shall outline what is necessary to make the application procedurally complete.
- C. The written determination will also state that if the applicant is not responsive, pursuant to RCW 36.70B.080, for more than 60 days after the City has notified the applicant that additional information is required to further process the application, an additional 30 days may be added to the time periods for the City's action to issue a final decision.
- D. Whenever the applicant receives a determination that an application is not complete, the applicant shall have 120 days to submit the necessary information. Within 14 days after an applicant has submitted the requested additional information, the Director shall make a determination of completeness and notify the applicant. If the applicant does not submit the additional information requested within the 120-day period or has not notified the Director that more than 120 days is required to provide the additional information, the Director shall close the application for lack of information necessary to complete the review.
- E. If the Director does not issue a determination of completeness or incompleteness within 28 days, the application will be deemed procedurally complete on the 29th day after submittal.
- F. The determination of completeness shall not preclude the Director from requesting additional information or studies either at the time of the determination of completeness or subsequently, if the information is required to complete review of the application or substantial changes in the permit application are proposed.
- G. The approval criteria and standards which control the city's review and decision on a complete application are those which were in effect on the date the application was first submitted, or as prescribed by a development agreement.

18.55.120 Requests for additional information or corrections.

- A. If the Director twice requests additional information or corrections during application review and items remain unresolved after a second submittal by the applicant, the Department must offer the applicant a meeting with Department staff to resolve outstanding issues. The meeting must be scheduled within 14 days of the second request for corrections.
- B. If the meeting cannot resolve the issues and the Director requests additional information or corrections a third time, upon receiving the additional information or corrections the Director must approve or deny the application or forward the application to the approval authority for a decision on Type III or IV reviews.

18.55.140-130 Expiration of complete land use applications.

- A. ~~Any land use application type described in Camas Municipal Code Section 18.55.130(D) that has been inactive, and a decision has not been made, shall become null and void one hundred twenty days after a certified notice is mailed to the applicant and property owner.~~
- B. ~~A one time, one year extension may be granted if a written extension request is submitted prior to the expiration date identified in this certified notice, and the applicant or property owner(s) has demonstrated~~

~~due diligence and reasonable reliance towards the project completion. In consideration of due diligence, the director may consider the following:~~

- ~~1. Date of initial application;~~
 - ~~2. Time period the applicant had to submit required studies;~~
 - ~~3. That there have been no major modifications to the application or to the site condition;~~
 - ~~4. That there has not been significant changes in applicable regulations;~~
 - ~~5. Potential to provide necessary information within one year; and~~
 - ~~6. Applicant's rationale or purpose for delay.~~
- A. Whenever an applicant receives a determination from the Director that additional information is needed to review a complete application or that revisions are necessary, the applicant shall have 90 days to submit the necessary information or revisions, or request a decision on the application. If the applicant responds in writing and indicates that more than 90 days is required to provide the additional information or revisions, the Director may accept a reasonable timeline for submittal of all information requested or revisions.
 - B. If the applicant does not submit the information requested or revisions within the 90-day period, request a decision on the application or provide a submittal timeline acceptable to the Director, the Director shall send a certified letter to the applicant requesting the applicant to submit the information or revisions within 30 days or as otherwise determined by the Director.
 - C. If the applicant does not submit the information requested or revisions within the 30-day period, the application shall become null and void.