



Planning Commission Special Meeting Agenda Thursday, March 28, 2024, 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 Participate Remotely:

OPTION 1 - 1. Go to www.zoom.us and download the app or click "Join A Meeting" and use Meeting ID – 812 4441 2607

2. Or, from any device click <https://us06web.zoom.us/j/81244412607>

OPTION 2 - Join by phone (audio only): Dial 877-853-5257 and enter meeting ID# 812 4441 2607

For Public Comment:

Click the raise hand icon in the app or by phone, hit *9 to "raise your hand", or email to communitydevelopment@cityofcamas.us

These will be entered into the meeting record. Emails received up until one hour before the start of the meeting will be emailed to the Meeting Body prior to the meeting start time.

CALL TO ORDER

ROLL CALL

PUBLIC COMMENT

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

MINUTES

1. [February 21, 2024 Planning Commission Meeting Minutes](#)

MEETING ITEMS

2. Election of Chair and Vice Chair
3. [Accessory Dwelling Unit Code Amendments](#)
[Presenter: Alan Peters, Community Development Director and Madeline Sutherland, Planner](#)
[Time Estimate: 20 minutes](#)
4. [Our Camas 2045 Comprehensive Plan Update – Population and Employment Allocations](#)

Presenter: Alan Peters, Community Development Director
Time Estimate: 30 minutes

MISCELLANEOUS UPDATES

NEXT MEETING DATE

CLOSE OF MEETING



Planning Commission Special Meeting Minutes
Wednesday, February 21, 2024, 7:00 PM
Council Chambers, 616 NE 4th AVE

CALL TO ORDER

Commissioner Hull called the meeting to order at 7:00 p.m.

ROLL CALL

Planning Commissioners Present: Troy Hull, Joe Walsh, Shawn High, Marlo Maroon, Paul Anderson and Mahsa Eshghi

Commissioners Excused: Geoerl Niles

Staff Present: Alan Peters, Robert Maul, Yvette Sennewald and Carey Certo

Council Representative: John Svilarich

PUBLIC COMMENT

There was no public comment.

MINUTES

1. October 17, 2023 Planning Commission Meeting Minutes

It was moved by Commissioner High and seconded by Commissioner Maroon, to approve the minutes of the October 17, 2023, Planning Commission Meeting. The motion passed unanimously.

MEETING ITEMS

1. Election of Chair

Recommended Action: The Commissioners nominate and approve a Chair for the 2024 Planning Commission.

It was moved by Commissioner High and seconded by Commissioner Anderson, to nominate and approve Commissioner Hull as the Chair. The motion passed unanimously.

2. State Requirements for Middle Housing and Accessory Dwelling Units

Presenter: Alan Peters, Community Development Director

Alan Peters reviewed the State Requirements for Middle Housing and Accessory Dwelling Units and responded to Commissioners questions.

3. Our Camas 2045 Update and Community Conversation

Presenter: Alan Peters, Community Development Director and Yvette Sennewald, Senior Planner

Alan Peters reviewed the Our Camas 2045 Update and Community Conversation and responded to Commissioners questions.

MISCELLANEOUS UPDATES

There were no miscellaneous updates.

NEXT MEETING DATE

The next meeting is scheduled for March 19, 2024, at 7p.m.

CLOSE OF MEETING

The meeting closed at 8:48 p.m.



Staff Report

March 19, 2024 Planning Commission Meeting

Accessory Dwelling Unit Code Amendments

Presenter: Alan Peters, Community Development Director and Madeline Sutherland, Planner

Time Estimate: 20 minutes

Phone	Email
360.817.1568	msutherland@cityofcamas.us

BACKGROUND: Accessory dwelling units (ADUs) are small, self-contained residential units located on the same lot as an existing single-family home. ADUs are regulated in Camas by CMC Chapter 18.27 and are allowed in all zones where residential uses are permitted. In 2023 the Washington State Legislature passed HB 1337, a bill requiring cities to allow two ADUs per lot and limiting how cities can regulate ADUs. Staff discussed these new requirements with Council at a December 2023 workshop where concern was raised about a couple of larger ADUs recently constructed within the community. After a follow up presentation at the annual Council planning meeting in January, it was requested that staff present recommendations for code amendments to mitigate concerns about neighborhood compatibility.

SUMMARY: CMC 18.27 defines ADUs as “an additional smaller, subordinate dwelling unit on a lot with or in an existing or new house”. The code also states that ADUs should provide “minimal . . . disruption to existing neighborhoods” and “not cause not cause unanticipated impact on the character or stability of single-family neighborhoods”. These goals are supported by development standards which include height and size limitations as well as design guidelines summarized in Table 1 below.

Figure 1: ADU Development Standards and Design Guidelines

Development Standards	Design Guidelines
25 ft. height limit	Exterior finishes duplicate or reflect those on the primary dwelling
40% of the size of the primary dwelling	ADUs taller than 15 ft. must match roof slope of the primary dwelling
Architectural compatibility with the primary dwelling	Additional requirements for historic structures

While the CMC does not include a maximum upper size limit for ADUs, ADUs are limited to 40% of the size of the primary dwelling. This ensures that ADUs are smaller and subordinate to the primary dwelling.

HB 1337 requires all GMA municipalities – regardless of population – to allow at least two ADUs per lot in all urban growth areas for lots that meet the minimum lot size required for the principal housing unit. The bill also includes several other restrictions on how cities can regulate ADUs. While these requirements will not apply to Camas until six months after our next comprehensive plan deadline, any changes that are made to the City’s ADU regulations should be consistent with HB 1337 so that they do not need to be changed yet again once HB 1337’s requirements apply in Camas. The following table includes limitations that HB 1337 places on development and design standards.

Figure 2: Summary of HB 1337 limits on ADU design regulations

Development Standards	Design Guidelines
<p>ADU size limits must allow a gross floor area of at least 1,000 sq. ft.</p> <p>ADU height limits cannot be less than 24 ft.</p> <p>Cannot impose setback requirements, yard coverage limits, tree retention mandates, restrictions on entry door locations, aesthetic requirements for ADUs that are more restrictive than those for principal units</p>	<p>Cannot impose requirements for design review for ADUs that are more restrictive than those for principal units</p> <p>(HB 1293) Design requirements must be “clear and objective”</p>

Staff has identified several options for code amendments that align with HB 1337 and address ADU size, compatibility, and privacy for adjacent properties.

Set maximum size limit of 1,000 sq. ft.

“The city or county may not establish a maximum gross floor area requirement for accessory dwelling units that is less than 1,000 square feet” RCW 36.70A.681(1)(f)

A maximum size limit of 1,000 sq. ft. is consistent with HB 1337 and would establish an upper size limit on ADUs. Under the current 40% standard there is no upper size limit. Most ADUs are under 1,000 sq. ft. currently, but two ADUs were approved above 1,000 sq. ft. last year at 1,200 and 1,600 sq. ft.

Set maximum height of 24 ft.

“The city or county may not establish roof height limits on an accessory dwelling unit of less than 24 feet, unless the height limitation that applies to the principal unit is less than 24 feet, in which

case a city or county may not impose roof height limitation on accessory dwelling units that is less than the height limitation that applies to the principal unit” RCW 36.70A.681(1)(g)

A maximum height of 24 ft. is consistent with HB 1337 and less than the current 25 ft. height limit. The height limit for primary dwellings is 35 ft.

Require ADUs to match primary unit design elements exactly

“A city or county may not impose setback requirements, yard coverage limits, tree retention mandates, restrictions on entry door locations, aesthetic requirements, or requirements for design review for accessory dwelling units that are more restrictive than those for principal units” RCW 36.70A.681(1)(h)

While HB 1337 would prohibit Camas from adopting conventional design standards for ADUs because we do not have any such standards for single-family dwellings, design standards that require exact matching of design elements on the primary dwelling would not be in conflict with HB 1337.

Example language may include:

Exterior Materials. Exterior building materials such as trim and siding, shall be of the same type, size, color and placement as those of the primary dwelling unit.

Window Style and Placement. Windows shall be of the same style and be located in a similar location as the primary dwelling unit.

Adopt window placement standards to address neighbor privacy

“A city or county may not impose setback requirements, yard coverage limits, tree retention mandates, restrictions on entry door locations, aesthetic requirements, or requirements for design review for accessory dwelling units that are more restrictive than those for principal units” RCW 36.70A.681(1)(h)

While HB 1337 includes strict limits on ADU design regulations, it does not appear to limit regulation of window placements. In fact, guidance from the Department of Commerce states, “In some cases, standards may be used to address privacy, for example making sure that the ADU’s windows are located to preserve privacy between the ADU and neighboring properties or private open space.” (Guidance for Accessory Dwelling Units in Washington State).

Example language may include:

Privacy. Locate and design the ADU to minimize disruption of privacy and outdoor activities on adjacent properties. Strategies to accomplish this include, but are not limited to:

- a. Windows and doors shall not align with such features on abutting properties.*
- b. Upper level windows, entries and decks that face common property lines shall be avoided to reduce overlook of a neighboring property.*
- c. Landscaping shall be installed if it provides privacy and screening of abutting property.*

BENEFITS TO THE COMMUNITY: The identified code amendments would support the stated purpose of the City's ADU regulations in CMC 18.27:

- A. Provide for a range of choices of housing in the city;*
- 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.*
- E. Ensure that the development of an ADU does not cause unanticipated impact on the character or stability of single-family neighborhoods.*

POTENTIAL CHALLENGES: The City is currently undergoing a comprehensive plan update that will address new state requirements related to ADUs and middle housing. ADU regulations must be compliant with HB 1337 within six months of the comprehensive plan update deadline. Any ADU amendments should align with HB 1337. A summary of changes that would be needed to comply with HB 1337 are included in Table 3.

RECOMMENDATION: Staff recommends that Planning Commission provide direction on code amendments.

	HB 1337 Regulations	Current Camas Code	Comply with HB 1337?	Possible Solutions
1	Fees may not exceed 50% of primary dwelling.	25%-internal or 35%-external	Yes	N/A
2	ADUs may be detached.	Allows for internal, attached, or detached.	Yes	N/A
3	Allow ADUs on lots that meets min. lot size for the zoning.	No restriction on lot size for ADUs.	Yes	N/A
4	Allow existing structures to be converted into ADUs.	Existing structures may be converted if ADU code is met.	Yes	N/A
5	Cannot require more than one parking space on lots smaller than 6,000sf.	Requires up to one parking space if no on street parking is allowed.	Yes	N/A
6	Cannot require more than two parking spaces on lots greater than 6,000sf.	Requires up to one parking space if no on street parking is allowed.	Yes	N/A
7	Height cannot be limited to less than 24 ft, unless limit for primary dwelling is less than 24 ft.	Maximum height of 25ft.	Yes	Option 1 - No changes Option 2 - Reduce height limit to 24 ft.
8	Cannot require off-street parking if within 1/2 mile of major transit stop.	No major transit stops.	N/A	N/A
9	Allow zero lot line for ADUs along a public alley, unless city plows snow on alley.	5 ft rear/side setback, or 20 ft to a side lot line along a flanking street of a corner lot.	No	Allow of zero lot line detached ADUs along public alley's.
10	Cannot require owner occupancy.	Requires owner occupancy of either ADU or primary dwelling.	No	Delete owner occupancy requirement.
11	Allow for ADUs to be sold as a condo.	Does not regulate condo ownership or address in code.	No	Add language to allow for ADU condos.
12	Not require public street improvements with ADU permit.	Case by case basis.	No	Not require public street improvements with ADU.
13	Two ADUs per lot.	Limited to one ADU per lot.	No	Allow for two ADUs.
14	Max floor area cannot be less than 1,000 sf.	Up to 40% of primary dwelling sf.	No	Limit size to 1,000sf.

15	Cannot impose more restrictive standards (setbacks, yard coverage, tree retention, entry door location, design) than that of the primary dwelling. Standards need to be objective.	Subjective design standards and entry door location requirements.	No	Option 1 - Delete front door entry requirement. Option 2 - Delete Architectural Standards (18.27.050.G). Option 3 - Adopt objective design standards that require compatibility and are not more restrictive than primary dwelling. Option 4 - Add privacy requirements.
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Staff Report

March 19, 2024 Planning Commission Meeting

Our Camas 2045 Comprehensive Plan Update – Population and Employment Allocations

Presenter: Alan Peters, Community Development Director

Time Estimate: 30 minutes

Phone	Email
360.817.7254	apeters@cityofcamas.us

BACKGROUND: The City of Camas is undergoing a periodic update of the comprehensive plan required under the Washington State Growth Management Act (GMA). Under the GMA's planning framework, the City must plan consistent with growth allocations developed and adopted by Clark County. The Clark County Planning Commission will hold a public hearing on March 21, 2024, and the County Council will hold a hearing on April 23, 2024, to consider allocations proposed by County staff.

SUMMARY: Under the GMA, each county uses population projections from the state Office of Financial Management (OFM) to determine, in consultation with cities, where anticipated population growth should be directed to occur. Once projections are adopted and allocated by the county, cities use them in their comprehensive planning processes and make sure that their plans can accommodate the projected level of growth.

Population Growth Targets: The Clark County Council has already adopted a 2045 population target of 718,154. The adopted number is between the "middle" and "high" projections provided by OFM. This is a population increase of 190,754 over the Clark County population as of 2023.

Clark County has projected that 95% of new growth will occur in cities and urban growth areas (UGAs). The county proposes to allocate this population to cities and UGAs based on the percentage of total housing unit capacity that can be accommodated in each UGA according to the Vacant Buildable Lands Model (VBLM). The percentage of each UGA's housing capacity is multiplied by the overall projected population growth to derive each UGA's allocation.

According to the VBLM, Camas's residential unit capacity accounts for 4.26% of existing vacant buildable land capacity in Clark County and has therefore been assigned this percentage of population growth or **7,729 persons over the next 20 years for a 2045 population estimate of 37,080.**

Housing Growth Targets: The projected total future housing need for the entire county in 2045 is 309,711 units. The net new housing need through 2045 is 103,698. These units are allocated to each UGA to meet the population growth targets. **Camas's proposed residential unit allocation through 2045 is 4,226 units.** Our current VBLM residential unit capacity is 4,222 units.

Housing Needs by Economic Segment: In all prior comprehensive plan updates, cities were only required to plan for a total housing allocation. However, House Bill 1220, adopted by the Washington State Legislature in 2021, requires cities to plan for and accommodate housing affordable to all income levels. This is a significant change to how cities must plan for housing and requires that cities plan for sufficient capacity for all housing needs, including moderate, low, very low and extremely low income, as well as emergency housing and permanent supportive housing.

This figure shows statewide future housing needs broken down by area median income groups 0-30% of Area Median Income (AMI); 30-50% AMI; 50-80% AMI; 80-100% AMI; 100-120% AMI; and >120% AMI.

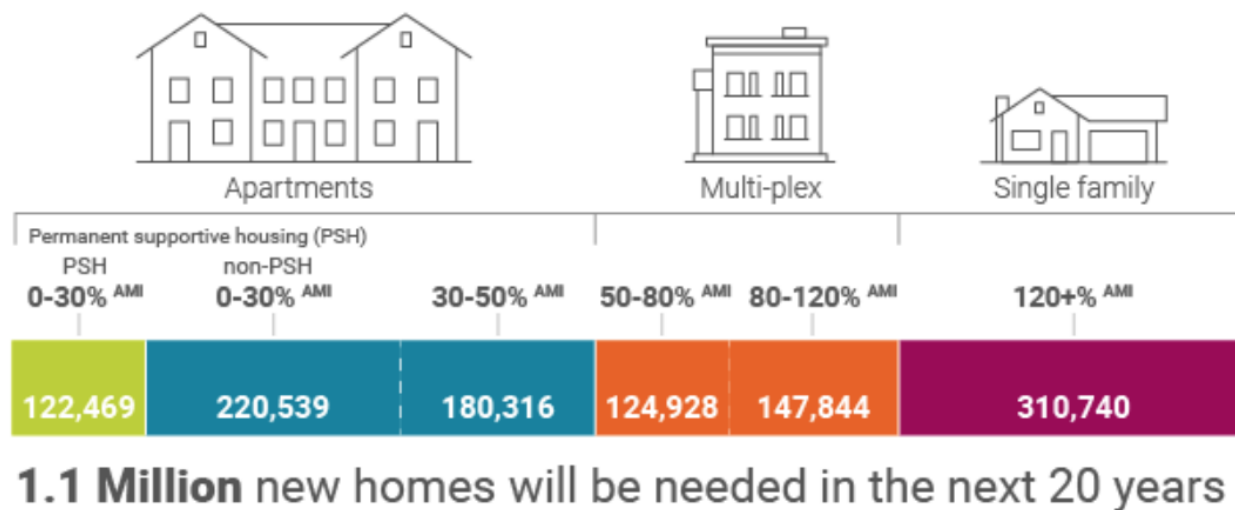


Figure 1: Statewide future housing needs broken down by area median income (AMI) groups.

The Department of Commerce has created a tool to help jurisdictions identify countywide housing needs and allocate these needs to each UGA called the Housing for All Planning Tool or (HAPT). Table 1 displays the total countywide housing unit needs by income band.

Table 1: Countywide future housing needs broken down by area median income (AMI) groups.

Projected Countywide Housing Needs Based on User Inputs

Clark County

Population Target = 718,154

	Total	Affordability Level (% of Area Median Income)						
		0-30%		30-50%	50-80%	80-100%	100-120%	120%+
		Non-PSH	PSH					
Total Future Housing Needed (2045)	309,711	17,422	8,195	33,630	77,892	47,653	38,172	86,747
Estimated Housing Supply (2023)*	206,013	4,570	571	16,223	60,225	37,292	28,348	58,785
Net New Housing Needed (2023-2045)	103,698	12,852	7,624	17,407	17,667	10,361	9,824	27,962

The above countywide totals must be met for each income level, but the distribution of these units is left to local discretion. The HAPT tool includes two methods for allocating these units to each jurisdiction. Method A accommodates all housing needs through new housing production. This results in each jurisdiction being allocated the same percentage shares of their net new housing growth target by income level. Method B requires that each jurisdiction plan for the same

percentage share of their total housing supply at each income level by 2045. Therefore, allocations result in differences in current housing supply at each income level and mean that jurisdictions with less affordable housing currently will be allocated a greater share of affordable housing needs over the next 20 years.

For Camas, Method B would require that the city plan for a much greater share of housing from the 0-50% AMI bands and results in a negative allocation in the 120%+ AMI range. Method A would still require that we plan for a significant amount of 0-50% AMI housing need, but would still allow for additional housing in the 120%+ AMI range. Both methods include roughly the same amount of middle housing allocation (50%-120% AMI range).

Table 2: Proposed Method A Unit Allocations

Population Target=718,154		Permanent Housing Needs by Income Level (% of Area Median Income)					
	Total	<80%		>80 - 120%		>120%	
Vancouver Unincorporated + Rural Clark County	44,038	22,759	52%	8,270	19%	13,010	30%
Battle Ground city+UGA	6,979	3,589	51%	1,304	19%	2,086	30%
Camas city+ UGA	4,226	2,316	55%	842	20%	1,068	25%
La Center city+UGA	2,123	1,117	53%	406	19%	601	28%
Ridgefield city+UGA	5,815	3,783	65%	1,375	24%	657	11%
Vancouver city	36,527	19,970	55%	7,257	20%	9,300	25%
Washougal city+UGA	3,735	1,894	51%	688	18%	1,152	31%
Woodland city+UGA	105	50	48%	18	17%	37	35%
Yacolt town+UGA	150	72	48%	26	17%	52	35%
Total 2023-2045	103,698	55,550		20,185		27,962	
Percent of Total		54%		19%		27%	

Table 3: Proposed Method B Unit Allocations

Population Target=718,154		Permanent Housing Needs by Income Level (% of Area Median Income)						
	Total	Non-PSH	PSH	>30-50%	>50-80%	>80-100%	>100-120%	>120%
Vancouver Unincorporated + Rural Clark County	44,037	5,845	3,435	7,921	13,808	4,708	1,187	7,134
Battle Ground city+UGA	6,979	539	395	1,116	1,214	335	1,208	2,172
Camas city+ UGA	4,226	648	372	1,068	1,680	1,052	-233	-362
La Center city+UGA	2,123	165	95	272	704	296	252	340
Ridgefield city+UGA	5,815	613	306	1,149	2,421	856	796	-326
Vancouver city	36,527	4,662	2,724	5,450	-3,110	2,629	6,230	17,941
Washougal city+UGA	3,735	342	275	452	972	480	314	900
Woodland city+UGA	105	5	4	10	25	14	12	34
Yacolt town+UGA	150	34	18	-32	-47	-9	58	128
Total 2023-2045	103,696	12,852	7,624	17,407	17,667	10,361	9,824	27,962
Percent of Total		12%	7%	17%	17%	10%	9%	27%

Employment Growth Targets: The county has projected a total of 73,500 net new jobs. According to the VBLM, there is capacity for 65,091 new jobs in the county currently. Using the same allocation method based on existing vacant buildable employment lands in each jurisdiction as was used for the population allocations, **Camas has a proposed employment allocation of 11,360 additional jobs through 2045.** The VBLM capacity is currently 11,363.

Table 4: Proposed Employment Capacity and Allocation by UGA

Jurisdiction	2023-2045 Employment Allocation	2023 VBLM Capacity
Battle Ground city+UGA	7,675	7,677
Camas city+ UGA	11,360	11,363
La Center city+UGA	2,095	2,096
Ridgefield city+UGA	7,996	7,998
Vancouver city	18,019	18,025
Vancouver UGA	15,163	15,168
Washougal city+UGA	2,403	2,404
Woodland city+UGA	-	-
Yacolt town+UGA	360	360
UGA Total	65,071	65,091
Government	8,600	NA
Construction	6,500	NA
Rural (5%)	4,405	NA
Work From Home (4%)	3,524	NA
County Total*	88,100	N/A