

ORDINANCE NO. 2378

AN ORDINANCE adding a new Chapter 18.18 to the Camas Municipal Code to provide procedures for the review of site plan applications.

THE COUNCIL OF THE CITY OF CAMAS DO ORDAIN AS FOLLOWS:

Section I

There is hereby added to the Camas Municipal Code a new Chapter 18.18 to provide as follows:

**18.18 - SITE PLAN REVIEW**

Sections:

- 18.18.010 Intent
- 18.18.020 Applicability
- 18.18.030 Site plans and review procedures
- 18.18.040 Contents of a complete application
- 18.18.050 Application open for public inspection
- 18.18.060 Criteria for approval
- 18.18.070 Duration of approval
- 18.18.080 Amendments to a site plan

18.18.010 Intent.

This chapter is intended to provide procedures for the review of site plan applications. Site plan review is intended to ensure that development projects carried out in given zoning districts are executed in a manner consistent with existing ordinances concerning public utilities, traffic, facilities and services and provide unified site design, access, landscaping, screening, building placement and parking lot layout. The site plan review process is not intended to review and determine the appropriateness of a given use on a given site. It is intended to insure that development of a site will provide the features necessary to protect the health, safety and general welfare of the citizens of the city.

18.18.020 Applicability

A. General. Site plan review and approval shall be required prior to issuance of a building permit when provided under this Chapter. Site plan review shall be required for the following:

1. All new nonresidential uses for the location of any building(s);
2. Any multifamily development in which more than two dwelling units would be contained;
3. The expansion of any building or development as defined in CMC 18.18.020(A) exceeding 20 percent of the existing floor or site area, or any 1,000 - square foot addition or increase in impervious coverage thereto, whichever is lesser.

B. Exemptions. The following developments and land use categories shall be exempt from site plan review:

1. Planned unit developments, land divisions, binding site plans and boundary line adjustments pursuant to CMC Titles 17 and 18;
2. Light Industrial/Business Park development applications pursuant to CMC 18.20 and 18.21.
3. Normal or emergency repair or maintenance of public or private buildings, structures, landscaping or utilities;

4. Interior remodeling and tenant improvements to buildings previously reviewed and approved; and
5. Unless otherwise required, proposals that are subject to Type I procedures under CMC 18.55

#### 18.18.030 Site Plans and Review Procedures

Any use that is subject to the requirements for a site plan review prior to issuance of building permits shall be processed in accordance with the procedures established under CMC 18.55 for Type II project permit applications.

#### 18.18.040 Submittal and Content of a Complete Application

In addition to the submittal requirements under CMC 18.55, each application for site plan review shall contain the following information:

- A. A written description addressing the scope of the project, the nature and size in gross floor area of each use, and the total amount of square feet to be covered by impervious surfaces;
- B. A vicinity map showing site boundaries and existing roads and accesses within and bounding the site;
- C. A topographic map based upon a site survey delineating contours, existing and proposed, at no less than five-foot intervals and which locates existing streams, marshes and other natural features;
- D. Site plans drawn to a scale no smaller than one inch equals 50 feet showing location and size of uses, buffer areas, proposed areas of disturbance or construction outside of the building footprint, yards, open spaces and landscaped areas and any existing structures, easements and utilities;
- E. A circulation plan drawn to a scale acceptable to the Public Works Director illustrating all access points for the site, the size and location of all driveways, streets and roads with proposed width and outside turning radius, the location, size and design of parking and loading areas, and existing and proposed pedestrian circulation system. If a project would generate more than 100 average daily trips either based on the latest edition of the International Transportation Engineer's (ITE) Trip Generation Manual or evidence substantiated by a professional engineer licensed in the State of Washington with expertise in traffic engineering, a traffic impact study shall be submitted;
- F. A preliminary drainage and stormwater runoff plan;
- G. A utility plan;
- H. A plot plan of all proposed landscaping including the treatment and materials used for open spaces, and the types of plants and screening to be used; and
- I. Typical building elevation and architectural style.

#### 18.18.050 Application Open for Public Inspection

From the time of the filing of the application until the time of final action by the City, the application, together with all plans and data submitted, shall be available for public inspection at the Planning Division.

#### 18.18.060 Criteria for Approval

The City shall consider approval of the site plans with specific attention to the following:

- A. Compatibility with the City's Comprehensive Plan;
- B. Compliance with all applicable design and development standards contained in this Title and other applicable regulations;
- C. Availability and accessibility of adequate public services such as roads, sanitary and storm sewer, and water to serve the site at the time development is to occur, unless otherwise provided for by the applicable regulations;
- D. Adequate provisions are made for other public and private services and utilities, parks and trails;

- E. Adequate provisions are made for maintenance of public services; and
- F. All relevant statutory codes, regulations, ordinances and compliance with the same. The review and decision of the City shall be in accordance with the provisions of CMC 18.55

18.18.070 Duration of Approval

Construction on the project must commence within 24 months from the date of final action by the City; otherwise, the approval of the project becomes null and void.

18.18.080 Amendments to a Site Plan

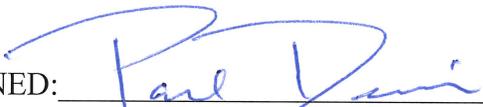
- A. Minor adjustments may be made and approved when a building permit is issued. Any such alteration must be approved by both the Planning Manager and the Public Works Director. Minor adjustments are those which may affect the precise dimensions or siting of building (i.e., lot coverage, height, setbacks) but which do not affect the basic character or arrangement and number of buildings approved in the plan, nor the density of the development or the amount and quality of open space and landscaping. Such dimensional adjustments shall not vary more than 10 percent from the original, but shall not exceed the standards of the applicable district.
- B. Major amendments are Type II permit applications and are processed in accordance with CMC 18.55. Major amendments are those that substantially change the character, basic design, density, open space or other requirements and conditions of the site plan. When a change constitutes a major amendment, no building or other permit shall be issued without prior review and approval by the City.

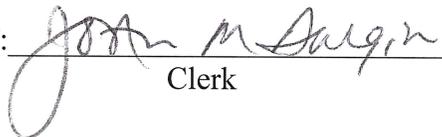
Section II

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

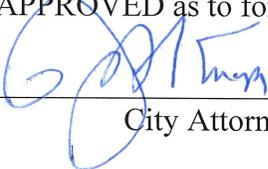
PASSED by the Council and APPROVED by the Mayor this 23<sup>rd</sup> day of August

2004.

SIGNED:   
Mayor

ATTEST:   
Clerk

APPROVED as to form:

  
City Attorney