

WOODLAND PLANNING COMMISSION AGENDA

Planning Commission Regular Meeting – 7:00 PM

THURSDAY, SEPTEMBER 17, 2015

Woodland City Council Chambers
200 E Scott Avenue, Woodland, Washington

CALL TO ORDER – 7:00 PM

APPROVAL OF MINUTES

- August 20, 2015 meeting minutes

PUBLIC HEARING

- Meriwether PURD Plat Extension Request (LU #215-921)

WORKSHOP/DISCUSSION

- Comprehensive Plan Update
 - Staff Report
 - Vision Statement
 - Layout
- Comp Plan Map Amendment Requests
 - Jeff Leuthold proposal – staff report
 - Tsugawa Nursery – staff report
- Impact Fee Law
 - Staff Report
 - MRSC article
 - Existing impact fee ordinance

UPDATE

- Project status - Report

ADJOURN

cc: Post (City Hall Annex, Library, Post Office, City Hall)
City of Woodland website
Planning Commission (5)
City Council (7)
Mayor
Department Heads

WOODLAND PLANNING COMMISSION MINUTES

Planning Commission Regular Meeting – 7:00 PM

THURSDAY, AUGUST 20, 2015

Woodland City Council Chambers
200 E Scott Avenue, Woodland, Washington

CALL TO ORDER – 7:03 PM

Roll Call.

Present: David Simpson, Tel Jensen, Sharon Watt, Deborah Deans, Amanda Smeller (Not voting), Kasey Smith (Not voting).

Absent: Bart Stepp.

APPROVAL OF MINUTES

- July 16, 2015 meeting minutes

Motion: Agenda Approval, **Moved by** Paula Bosel, **Seconded by** Tel Jensen.

- **Motion passed unanimously.**

PUBLIC HEARING

- Sign Code Update – Christmas Tree Farm sign language (LU #215-920)
 - Update given by Amanda Smeller on language change for Christmas tree signs.
 - Opened for Public Comment 7:06pm
 - No Public Comment, closed at 7:07

Motion: Send to City Council for review and approval, **Moved by** Sharon Watt, **Seconded by** Tel Jensen.

- **Motion passed unanimously.**

WORKSHOP/DISCUSSION

- Floodplain Management Ordinance Update
 - Staff Report given by Amanda Smeller.
 - New FEMA maps are now available.
 - Draft Code - According to FEMA, our current code only needed minor changes to remain in compliance. Commission will hold a public hearing for updated code at the September meeting.
- Meriwether PURD Plat Extension Request
 - Staff Report given by Amanda Smeller.
 - Holt Distressed Property Fund is the applicant requesting to complete the Meriwether PURD in phases, Department Review Committee voted and approved

the requested phasing. Planning Commission needs to review the extension request and make a recommendation to City Council for approval or denial of the extension.

- Commission requested larger maps to do a full review at the next meeting.

UPDATE

- Project status – Report given by Amanda Smeller

ADJOURN – 8:11pm

Motion: Adjourn, **Moved by** Sharon Watt, **Seconded by** Tel Jensen.

- **Motion passed unanimously.**

DRAFT

Staff Report: Meriwether PURD Extension

Date: August 13, 2015

To: Planning Commission

From: Amanda Smeller, Community Development Planner

Re: Meriwether PURD Preliminary Plat Extension Request

Olson Engineering, on behalf of Holt Distressed Property Fund as applicant and property owner, has applied for a phasing and extension request for Meriwether PURD (LU #205-921) and a phasing request for Meriwether Hilltop Phase 1 (LU #206-917). The Development Review Committee (DRC) reviews and decides on phasing requests, as per WMC 16.14.030(B). The DRC is currently reviewing the requests and will vote during the August 19, 2015 meeting.

Per WMC 16.08.290(B), preliminary plat extension requests go before the Planning Commission for review and recommendation to the City Council who makes the final decision. While the WMC specifies a three year extension period for preliminary plat approval, RCW 58.17.140 specifies a period of ten years for preliminary plat approval of plats granted before December 31, 2007.

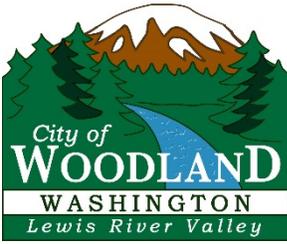
Meriwether PURD, located adjacent to Meriwether Subdivision, Phase 1, and along Insel Road, has preliminary plat approval through July 7, 2016. WMC 16.08.290 allows for a one year extension provided the request I submitted at least thirty days prior to the expiration date. The applicant submitted the request on July 15, 2015, almost a year before the expiration date, so this requirement is met. If approved, the Meriwether PURD will have a new expiration date of July 7, 2017, with no opportunity for further extension.

WMC 16.08.290(B) requires the extension request address the following:

1. Reasons for request: The PURD was originally approved in July 2006, when there was a higher demand for vacant properties. The PURD was part of a larger development, adjacent to Meriwether Subdivision, Phase 1 and Phase 2, and Meriwether Hilltop Subdivision. At this time, Meriwether Subdivision, Phase 1, is nearing complete build-out and construction is going to begin on Meriwether Subdivision Phase 2 by the end of the year. Three of the 20 lots of the PURD front on Flintlock Street, which will be developed as part of Meriwether Phase 2. The applicant is requesting to phase the PURD, to include 3 lots (lots 104, 105 and 123) to become phase 1 and be developed along with Meriwether Subdivision Phase 2. Phase 2 of the PURD will encompass the remaining 17 lots and will be developed by the end of 2016.
2. Progress for installing improvements: The PURD is currently undeveloped, but the site has been graded and there is an offsite storm system currently in place to serve the development. The applicant is requesting to phase the PURD, so Phase 1 would include three lots that front Flintlock Street which would be developed at the time Meriwether Subdivision Phase 2 is developed, which is occurring by the end of 2015. The narrative indicates that each phase will provide the necessary infrastructure to support the lots within the phase including street frontages, sanitary service, water service, dry utilities, and storm water facilities. Phase 2 would be completed and recorded by the end of 2016.

3. Schedule for completing the final plat: Proposed Phase 1 of the PURD will be completed with the Meriwether Subdivision Phase 2 by the end of 2015. According to the narrative, given the current market projections, the developer proposes to develop the remainder of the PURD (Phase 2) in the summer of 2016 and by the end of 2016.

The original preliminary plat, the Hearing Examiner Final Order, the proposed phasing map, and the narrative are attached. Also attached is the staff report to the DRC regarding the phasing requests of both Meriwether PURD and Meriwether Hilltop.



Building & Planning Department

P.O. Box 9, 230 Davidson Avenue
Woodland, WA 98674

www.ci.woodland.wa.us

Building: (360) 225-7299 / Planning: (360) 225-1048 / Fax: (360) 225-7336

Date: August 4, 2015

To: Development Review Committee

From: Amanda Smeller, Community Development Planner

Re: Meriwether PURD phasing and extension request and Meriwether Hilltop Phase 1 phasing request.

Olson Engineering, on behalf of Holt Distressed Property Fund as applicant and property owner, has applied for a phasing and extension request for Meriwether PURD and a phasing request for Meriwether Hilltop Phase 1.

Meriwether Hilltop Phase 1 – phasing request:

Phasing requests are staff level decisions (DRC) and as per WMC 16.14.030(B) – Modifying an Existing Subdivision Plan/Plat to Allow Phasing (see attached code section). Olson is proposing to split Phase 1 into two phases, Phase 1A which would account for 6 lots, and Phase 1B which would account for 13 lots. Meriwether Hilltop Phase 2 and Phase 3 are no longer proposed as this is the property where the future Scott Hill Park will be constructed. See attached map showing proposed phases 1A and 1B. Olson indicates that Phase 1A would be completed this year and recorded by the end of 2015 to be in conjunction with the construction of Meriwether Phase 2 which is adjacent to Hilltop Phase 1A and 1B. Hilltop Phase 1A will utilize the roadways that are being constructed for Meriwether Phase 2. Hilltop Phase 1B will be completed in 2016 or 2017 depending on market conditions. Each phase will provide the necessary infrastructure to support the lots within the phase including street frontages, sanitary sewer service, water service, dry utilities and storm water facilities.

As per WMC 16.14.030(B), there are submittal requirements for a request for phasing. Olson Engineering provided the minimum necessary, but with conditions of approval (should the phasing request be approved), the submitted documents can meet the requirements of the code, which include:

1. The phasing plan includes all land identified in the legal notice for the public hearing in which the initial preliminary approval was granted, including any land areas where off-site improvements are constructed.

Staff Response: The plan submitted for Meriwether Hilltop Phase 1A and 1B does not show all the previous land identified in the legal notice, because Meriwether Hilltop Phase 2 and Phase 3 are no longer being proposed and will not be constructed. No off-site improvements were proposed as part of this plat.

2. The map attached to the proposed phasing plan includes a specific time schedule showing the sequence of the build-out of the phased development.

Staff Response: The plan submitted shows the proposed phasing and which lots will be constructed in each phase. The narrative included with the phasing plan map indicates that Phase 1A will be constructed in conjunction with Meriwether Phase 2 and will be completed by the end of 2015. The narrative further indicates that Phase 1B will be constructed in 2016 or 2017, depending on market demand. Meriwether Hilltop expires April 16, 2017. This will be the same expiration date for the phased plan if it is approved by the DRC. The property owner/applicant could request an additional one year extension if they file the request by March 18, 2017 and meet the requirements of the code at that time.

3. The master plan satisfies the specifications for master plans set forth in Section 16.18.030 (attached).

Staff Response: The map submitted does not conform to the requirements of 16.18.030, but can with conditions of approval if the proposal is approved.

Also attached are the original conditions of approval and the approved preliminary plat for Meriwether Hilltop Subdivision. All conditions of approval will apply to each phase and each phase will be treated individually of the next.

Meriwether PURD – phasing request:

Meriwether PURD is a 20 lot Planned Unit Residential Development that has a preliminary plat expiration date of July 7, 2016. Olson is requesting an extension of the preliminary plat approval as well as requesting phasing for this development. Requests for extension will go through the Planning Commission and be decided upon by the City Council. Phasing requests are to be made by the DRC, as outlined previously. Olson Engineering proposes to convert the approved PURD into two phases. Phase 1 will contain three lots, and Phase 2 will contain the remaining 17 lots.

The developer proposes to complete Meriwether Phase 2 by the end of 2015, which includes Flintlock Street. The northern end of the PURD (proposed Phase 1), fronts on Flintlock Street. It is proposed to complete the services and lot frontages along lots 105, 106, and 124 of the PURD. Based on current market projections, the developer proposes to develop the remainder of the PURD, proposed Phase 2, in the summer of 2016. Phase 1 is proposed to be recorded by the end of 2015, and proposed Phase 2 would be recorded by the end of 2016. Each phase will provide the necessary infrastructure to support the lots within the phase including street frontages, sanitary sewer service, water service, dry utilities and storm water facilities.

As per WMC 16.14.030(B), there are submittal requirements for a request for phasing. Olson Engineering provided the minimum necessary, but with conditions of approval (should the phasing request be approved), the submitted documents can meet the requirements of the code, which include:

1. The phasing plan includes all land identified in the legal notice for the public hearing in which the initial preliminary approval was granted, including any land areas where off-site improvements are constructed.

Staff Response: The plan submitted for Meriwether PURD phasing request does show all of the land of the preliminarily approved PURD. It does not show the offsite improvements for the storm system which are located in Meriwether Phase 1.

2. The map attached to the proposed phasing plan includes a specific time schedule showing the sequence of the build-out of the phased development.

Staff Response: The plan submitted shows the proposed phasing and which lots will be constructed in each phase. The narrative included with the phasing plan map indicates that Phase 1 will be constructed in conjunction with Meriwether Phase 2 and will be completed by the end of 2015. The narrative further indicates that Phase 2 will be constructed in 2016, and there is a request in for extension of preliminary plat approval which expires in July of 2016.

3. The master plan satisfies the specifications for master plans set forth in Section 16.18.030 (attached).

Staff Response: The map submitted does not conform to the requirements of 16.18.030, but can with conditions of approval if the proposal is approved.

Practical expertise. Exceptional results.

June 29, 2015

Amanda Smeller
Community Development Planner
City of Woodland Building and Planning Department
P.O. Box 9
230 Davidson Avenue
Woodland, WA 98674

Re: Meriwether Hilltop Phase 1(LU #506-917) & Meriwether PURD (LU #205-921)

Dear Ms. Smeller,

Olson Engineering, Inc. (OEI) is requesting on behalf of our client, Holt Distressed Property Fund, 2010, L.P., for approval of a phasing plan for Meriwether Hilltop Phase 1, a phasing plan for Meriwether PURD and a one year extension of the preliminary plat approval for Meriwether PURD. The developer plans on beginning site development of Meriwether Phase 2 (LU #205-914) July, 2015 which includes portions of both the PURD and Hilltop Phase 1. Please see the attached phasing plans.

Meriwether PURD was preliminarily approved on July 7, 2006. The state statute which applies to this project extends the approval period for 10 years until July 7, 2016. The developer is proposing to complete Meriwether Phase 2 which includes Flintlock Street. The northern end of the PURD fronts on Flintlock St. Therefore it is proposed to complete the services and lot frontages along Lots 105, 106 and 124. Given the current market projections the developer proposes to develop the remainder of the PURD in the summer of 2016. This necessitates an extension of the preliminary plat approval. The construction plans for the PURD have been approved for several years and the site has also been graded. There are also offsite storm systems in place that serve the development. Pending the approval of the phasing request, Phase 1 of the PURD would be recorded by the end of 2015 and Phase 2 would be recorded by the end of 2016.

As discussed above, it is proposed to construct infrastructure for a portion of the lots in the PURD this summer. Therefore it is requested that these lots be included in Phase 1 and the remainder of the lots become Phase 2 which are slated for construction next year. Each phase will provide the necessary infrastructure to support the lots within the phase including street frontages, sanitary service, water service, dry utilities and storm water facilities. Given that Meriwether Phase 2 is going to complete Flintlock Street it makes sense to include the lots in the PURD that abut it

A portion of the lots in Meriwether Hilltop also abut or front on Flintlock St. Therefore it is proposed that these lots (Lots 1-5 and Lot 18) become Phase 1A of Meriwether Hilltop and the remaining lots become Phase 1B. Phase 1A would be completed this year and recorded by the end of 2015. Phase 1B will be completed in 2016 or 2017 depending on market conditions. Each phase will provide the necessary infrastructure to support the lots within the phase including street frontages, sanitary service, water service, dry utilities and storm water facilities.

Meriwether
June 29, 2015
Page 2 of 2

Thank you for considering these requests. If you have any questions or comments or need any further information, please contact us at your convenience.

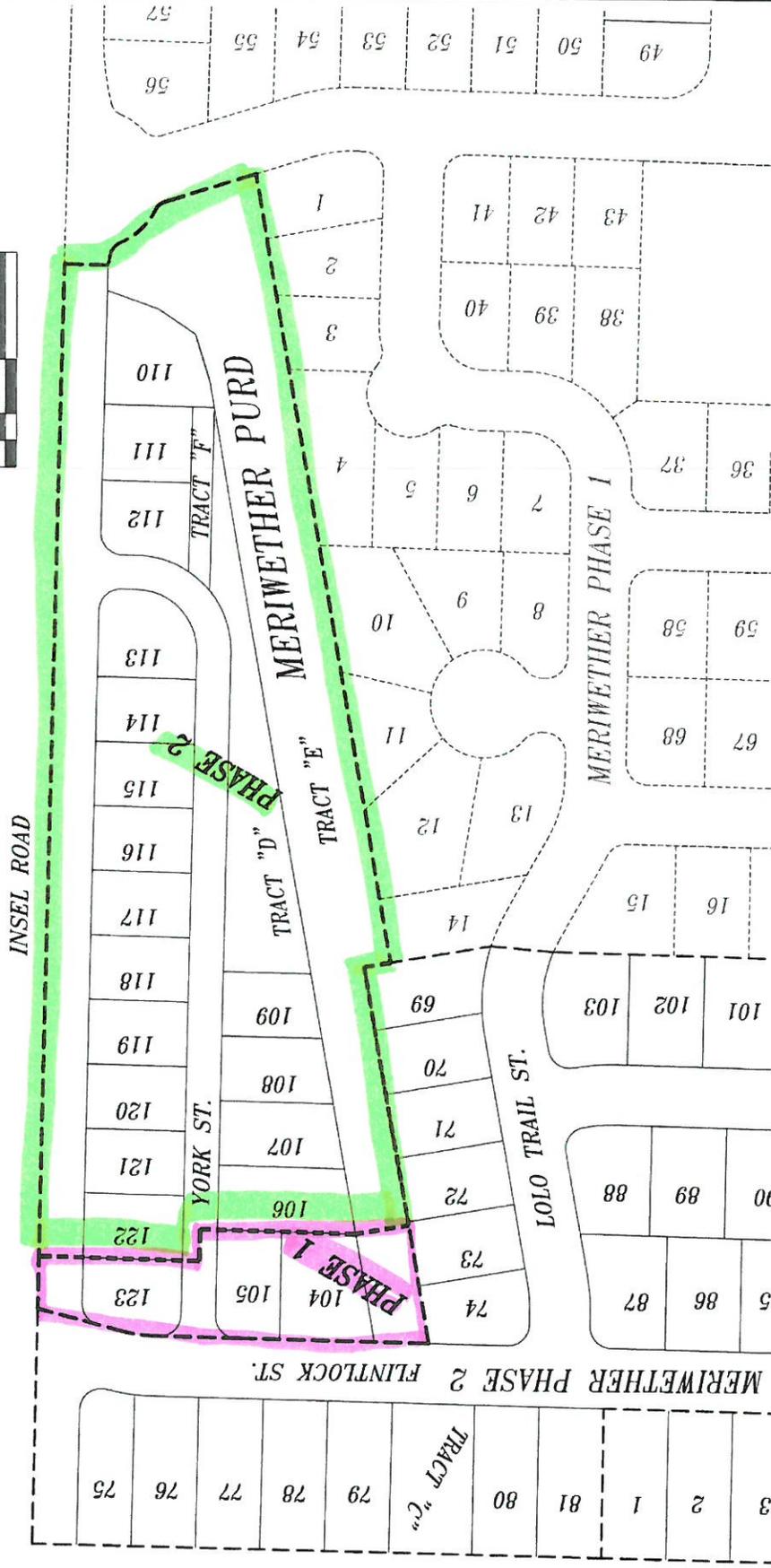
Sincerely,

A handwritten signature in black ink, appearing to read 'K F Stonex', written over a faint rectangular box.

Kurt F. Stonex, P.E., P.L.S.
Principal

Attachments: Meriwether Hilltop Phasing Plan
Meriwether PURD Phasing Plan

PURD extension + phasing



<p>OLSON ENGINEERING INC. 222 E. EVERGREEN BLVD., VANCOUVER, WA 98660</p>	<p>EXHIBIT SKETCH OF PHASING PLAN: MERIWETHER PURD NW1/4 SEC.18 & SW1/4 SEC.7, TWP. 5 N., RGE. 1 E., W.M.</p>		<p>SHEET 1 of 1</p>
	<p>SCALE: 1"=100'</p>	<p>DATE: 05/28/13</p>	<p>CHECKED BY: K.F.S. JOB NO.: 8092001</p>

1 which both detain flows and provide treatment for water quality. An
2 overflow pipe will connect to a new 42" pipe (part of Phase I) to
3 Lewis River. The detention and infiltration combination leading to
4 the 42" pipe will address major storm events. The stormwater control
5 standards are met.

6 16.22.280 Preliminary site plan and plat: The Applicant has met
7 his burden to demonstrate that the plat and plans are consistent with
8 the PURD chapter. It is noted that remaining details are subject to
9 City technical review. The Examiner review concludes that 16.22.280 A
10 through G are or will be met.

11 12 **DECISION**

13 Based upon the testimony presented at the Open Record Hearing, the
14 documents and exhibits admitted into the record, a visit to the site
15 and surroundings, and the above Findings of Fact and Conclusions of
16 Law, it is hereby the decision of the Hearing Examiner that:

17 I. The SEPA MDNS Appeal filed by the Woodland Concerned Citizens
18 and Kathy Kirby be **DENIED**, and the City of Woodland Responsible
19 Official be **AFFIRMED**; and

20 II. The Meriwether PURD/Preliminary Plat LU#205-921 for Lot 113
21 filed by Pacific Western Homes, Inc., and now transferred to Pacific
22 Lifestyle Homes, Inc., be **APPROVED**, subject to the following
23 conditions:

24 **PURD CONDITIONS:**

25 Construction standard for all structures shall comply with the
26 following standards:

27 1. PERIMETER FENCING

28 A minimum four (4) foot tall sight-obscuring privacy fence
29 constructed primarily of stone and/or brick shall be installed
30 continuously along the entire Insel Road frontages of all lots
31 and shall be installed on the inside of the property line of
32 each lot, prior to any construction of any single-family
33 residential structure on lots abutting Insel Road. Columns or
34 physical indentations in the fence shall occur at least every 50
lineal feet to reduce the massing effect of the fence material.
Maintenance and operation of the privacy fence shall be the
responsibility of a homeowners association or the developer.

1 2. LANDSCAPE BUFFER

2 A minimum five (5) foot wide planter, contained within a
3 separate tract, shall be installed between the back edge of the
4 sidewalk and the property lines of abutting parcels. Planting of
5 vegetation within this planter shall be required to comply with
6 following standards:

- 7 a) The planter shall be planted with a diverse mixture of
8 evergreen trees, native shrubs and groundcovers.
9 b) An in-ground irrigation system shall be installed to ensure
10 the growth and long-term viability of planted materials.
11 Costs of irrigation shall be borne by a homeowners
12 association or the developer.
13 c) Maintenance and operation of the five (5) foot wide planter
14 strip shall be the responsibility of a homeowners association
15 or the developer.
16 d) The applicant proposes the combination of a brick or masonry
17 wall and an additional landscape buffer to provide an
18 attractive transition from the proposed development to Insel
19 Road.

20 3. ARCHITECTURAL DESIGN FEATURES

21 Architectural design Features. The rear elevations of all
22 residential structures on lots abutting the public rights-of-
23 ways of Insel Road shall include the following architectural
24 design features:

- 25 i. Alternating siding materials (shake, lap, board and bat).
26 ii. Alternating exterior paint color.
27 iii. All windows are to be trimmed.
28 iv. No less than twenty (20) percent of the total rear facade
29 square footage shall be transparent windows or doors.
30 v. Mixture of roof types (hipped, gabled).

31 In addition to the above requirements, at least (1) one of the
32 following architectural design features shall also be required:

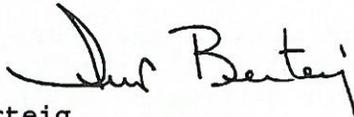
- 33 vi. French doors or similar decorative door type having a minimum
34 width of six (6) feet.
35 vii. Minimum 100 square foot-covered deck/patio with roof material
36 matching the residential structure roof and two (2) wood or
37 brick or stone decorative supports.
38 viii. Minimum 100 square foot pergola covered deck/patio
39 constructed of wood or iron.
40 ix. Corbels.
41 x. Articulated chimneys.

1 **PLAT CONDITIONS:**

- 2 1. Detailed construction drawings for the proposed road, drainage
3 and utility facilities shall be submitted to the city's public
4 works department for review prior to the pre-construction
5 meeting.
- 6 2. The applicant shall construct or bond all interior streets
7 including base, paving, curb and gutter, sidewalks and street
8 lights to city standards prior to final plat approval.
- 9 3. Provisions shall be made to minimize the tracking of sediment by
10 construction vehicles onto paved public roads.
- 11 4. Erosion control measures shall be in place prior to any
12 clearing, grading, or construction. Such measures may include
13 hay bales, silt fences or other appropriate measures.
- 14 5. The applicant shall construct or bond for drainage, water and
15 sewer systems, telephone, electrical and telecommunication
16 systems prior to final plat approval.
- 17 6. Fire hydrants must be installed to city standards. The City of
18 Woodland's Fire Chief, prior to final plat approval, shall
19 approve the number, type and location of the hydrants.
- 20 7. Compliance with all applicable city codes and ordinances and all
21 necessary federal, state and local permits shall be met prior to
22 construction.
- 23 8. The applicant shall comply with Department of Ecology
24 requirements to secure permits associated with stormwater
25 discharge during construction.
- 26 9. The applicant shall meet all conditions as identified in the
27 original MDNS dated August 19, 2005 and as adopted with an
28 addendum dated March 10, 2006.
- 29 10. The applicant shall address all erosion control measures,
30 runoff, watering for dust control, as well as the need for a
31 State Waste Discharge General Penult for Stormwater Discharges
32 associated with construction activities per NPDES.
- 33 11. All development will meet with Woodland Municipal Code and FEMA
34 requirements for work in floodplains.
12. Prior to the placement of any fill material a Fill and Grade
permit shall be obtained from the City of Woodland.
13. Stormwater detention and treatment facilities shall comply with
1992 DOE Stormwater Management Manual for the Puget Sound Basin.
Design of improvements shall mitigate for impacts to downstream
conveyance system, as determined by the Public Works Director.
14. Hours of construction shall be limited to 7:00 a.m. to 8 p.m. on
weekdays and prohibited on Sundays.

- 1 15. Insel Road shall be constructed to Residential Collector
2 Standards. Power lines and utilities along Insel Road shall be
3 relocated underground as part of the Insel Road improvement.
4 16. Applicant shall analyze capacity of downstream sewer pumping
5 stations for adequacy to carry the additional flow and shall
6 construct upgrades as necessary.
7 17. Design of the proposed roundabout shall comply with the
8 recommendation of the March 2005 Traffic Impact Study by
9 Lancaster and Federal Highway Administration Publication
10 FHWA-RD-00-067.
11 18. To mitigate traffic impacts on State Route 503 (Lewis River
12 Road) applicant shall contribute \$28,320 to the City SR 503
13 Improvement Project Fund. In the event that traffic impact fees
14 have been adopted by the city prior to recording of the plat,
15 thereby providing for collecting of such fees, on the lots
16 created thereby, this requirement for the contribution shall be
17 waived. [Note: Condition 18 is the mitigation contained in the March 10, 2006 SEPA MDNS]
18 19. An authorized Williams' representative shall be at the site of
19 operations for the inspection and approval of all phases of
20 construction activities that may impact its facilities that are
21 located within the 75-foot wide right of way easement.
22 20. In the event that the Meriwether Hilltop subdivision has yet to
23 receive preliminary plat approval, the applicant shall designate
24 an alternative site (within Phase I, II, or III and outside any
25 critical area) for the location of club house/pool facility,
26 prior to final approval.

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ORDERED this 7th day of July 2006.



Irv Berteig

Hearing Examiner for the City of Woodland

ib

Staff Report: Comprehensive Plan Update – layout & vision statement

Date: September 10, 2015

To: Planning Commission

From: Amanda Smeller, Community Development Planner

Re: Comprehensive Plan Update – Proposed layout and Vision statement

Attached for your review is a proposed layout (a mock-up) for the Comprehensive Plan update. It is laid out side to side, as it front-to-back. Text on the first page is intentional gibberish. When the plan prints, there will be an edge all the way around but the photos will bleed into the binding. Proposed is a top banner to introduce the first page of each chapter. Many photos should be used for interest. The City currently has a great deal of photos taken at various times of the year, at events, in parks (etc.) that can be used, and more can be taken for the update document. The Woodland logo is used as an icon to add to the end of each chapter, for graphic interest.

Also attached is a proposed vision statement. This statement was taken from the community survey results as well as the executive summary for the strategic plan that Council recently adopted.



SECTION TITLE

SECTION SUBTITLE

Headline

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The City of Woodland will expand infrastructure to serve planned development and maintain level of service for current and future residents.

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 - Secondary bullets

Table Head			
Table head – 2nd line			
Table section changes			
CH 1	Table body	Table body	Table body
Table bold text: Woodland is a small, relatively affordable, full-service community enhanced by proximity to regional outdoor and metropolitan resources.			
CH 2	Table body	Table body	Table body
Goal			
CH 1	Table body	Table body	Table body
Policies			
CH 1	Table body	Table body	Table body
CH 1	Table body	Table body	Table body





WOODLAND COMPREHENSIVE GROWTH PLAN 2016 – 2035

CURRENT COMPREHENSIVE PLAN POLICIES: REORGANIZED V1

CH 1 Introduction & Vision (V)

Vision (Based on community survey)

Principles: Woodland is a small, relatively affordable, full-service community enhanced by proximity to regional outdoor and metropolitan resources.

- V1** Maintain small-town community identity based around livable neighborhoods and quality schools while accommodating moderate growth.
- V2** Prioritize future expansion of industrial and commercial economic opportunities to attract family-wage jobs in the community and commercial services for residents.
- V3** Expand infrastructure to serve planned development and maintain level of service for current and future residents.
- V4** Cultivate environmental assets like Horseshoe Lake and the Lewis River for both recreational use in the form of parks and trails, and environmental protection.

Public Involvement/City Government Operations

Goal

- V2** The city government will continue to ensure that citizens have full opportunity to be heard and to participate in city governmental affairs.

Policies

- V2.1** Public Participation. The City shall develop and implement a process to ensure public participation in the comprehensive planning process, including annual updates, emergency amendments, and periodic update process.
- V2.2** The city will coordinate with those agencies providing social services in the city. The city recognizes that changes in the population will affect these services and will require the planning of appropriate services. The agents managing each of these facilities (local government, education, churches, emergency services, and the library) need to work with the city to incorporate their future plans.
- V2.3** The City of Woodland should use local resources whenever possible to encourage local involvement in community actions and to enhance community pride. This should include

WOODLAND COMPREHENSIVE PLAN

**

1. INTRODUCTION

1.1. WOODLAND GUIDING PRINCIPALS

The Woodland Comprehensive Plan (The Plan) is intended to guide future land use growth and development over the next twenty years, through 2035. The Plan is based on several foundational layers:

1. The statutory goals and regulations relating to the Washington Growth Management Act (GMA), RCW 36.70A, *et seq.*;
2. A long-term vision of how our citizens want Woodland to function and to look as it grows over the next twenty years;
3. A framework of local goals and policies to guide future growth and development;
4. A projection of anticipated growth during the planning period; and
5. An inventory of current public services and facilities and a projection of what changes to such services and facilities might be needed to meet the future growth of the city.

1.2. WOODLAND COMMUNITY VISION

Woodland has a profound commitment to community values, prudent planning, and careful execution that preserves resources and maintains the integrity of family neighborhoods. Woodland is a community rich in history and proud of its rural heritage. Its vision reflects its history and deep commitment to the preservation of those attributes that have made it a successful place to live and work.

Woodland will experience continued population growth, greater diversity, higher citizen expectations, and increased demand for essential public services. These challenges will be met through the innovative use of technology, internal process improvement, creative programs, and careful planning. The city will seek new and broader strategic partnerships, invest more in economic development, and establish integrated services that ensure safe, balanced, wholesome, and harmonious neighborhoods.

Over the next twenty years Woodland will grow to a population of 9,274 resident. A moderate growth rate of 2.3% annually will allow Woodland to remain a small city where local and regional services are readily accessible.

Woodland Welcomes

Woodland is a safe, diverse and welcoming community for current and new residents, business, and tourists. Its small-town atmosphere and prime location relative to larger metropolitan areas and recreation areas make it an attractive destination. While we value and respect our heritage, we are committed to adapting to changes in the regional economy, responding to the rapid regional growth pressures, and responsibly managing our local natural and historic resources.

Woodland is Diverse

Woodland is committed to serve all of its citizens and has facilitated the development of more diverse housing opportunities than any nearby city. The city will continue its commitment to provide housing opportunities for a wide variety of personal and family needs at various income levels. The city will maintain and create well planned, integrated, and affordable housing that while preserving Woodland's close-knit community and commitment to families and harmonious neighborhoods.

Woodland Grows

Woodland has a rich agricultural and resource heritage and a burgeoning industrial Port, both of which can provide cornerstones for Woodland's economic future. Because of our location along the Interstate 5 corridor and access to rail and river transportation, Woodland is, and will continue to be, a commercial service center for southern Cowlitz County and northern Clark County. Woodland will develop and maintain a magnetic, highly active and vibrant business community that generates consistent, stable and sustainable economic growth and local jobs.

Woodland Engages

Woodland residents are highly engaged in community events and festivals, and the city aims to increase engagement in city government. The city believes public participation is essential to good government and is committed to open and transparent governance and will actively reach out to its citizens to participate in the public processes.

Woodland Coordinates

The city will dedicate additional effort to developing local and regional partnerships and strategic alliances that helps facilitate coordination and land use consistency among jurisdictions and agencies.

Woodland Moves

The city will improve and expand its transportation and pedestrian infrastructure. Interstate 5 is a boon and a barrier to mobility. The Scott Avenue reconnection and sidewalks from downtown to the Intermediate School will improve mobility. Improved bicycle and pedestrian connections will facilitate cross-town movement.

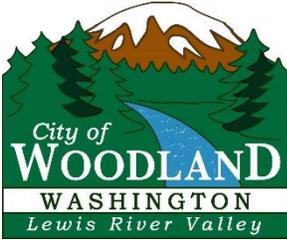
Woodland Serves

Woodland's school system is an asset that will draw families to the community. Residents enjoy the city's parks, trails and other recreational opportunities. Residents value and fund police, fire and emergency response services. Proficient government agencies maintain existing city assets and coordinate future development.

Woodland Protects and Manages

Woodland values its natural setting, defined by its relationship with places like Horseshoe Lake, the Lewis River, and Mt St Helens. Future development will be managed to minimize impacts to the City's natural amenities. Parks and trails provide public access to these natural amenities and ensure they are available to future generation.

DRAFT



Building & Planning Department

P.O. Box 9, 230 Davidson Avenue
 Woodland, WA 98674
www.ci.woodland.wa.us
 (360) 225-1048 / FAX # (360) 225-7336

Woodland Planning Commission – Staff Report Comprehensive Plan Amendment and Concurrent Rezone Jeff Leuthold

Project Name:	Comprehensive Plan Amendment and Rezone Request – Jeff Leuthold
Land Use Application No.:	#215-911.CMA.ZMA.SEPA
Applicant:	Jeff Leuthold
Property Owner:	Pioneer Church LLC / Jeff Leuthold
Parcel ID Nos.:	50116, 50117, 50118
Location:	Parcel 50116 is addressed as 713 Goerig in Woodland, Washington. Parcel 50117 is addressed as 717 Goerig in Woodland, Washington. Parcel 50118 is addressed as 733 Goerig in Woodland, Washington. All parcels are located in Township 5 North, Range 1 West, Section 24, Willamette Meridian.
Parcel Size:	50116 – 4196 square feet; 50117 – 4663 square feet; 50118 – 4664 square feet
Existing Comprehensive Plan Map Designation:	High Density Residential
Existing Zoning Designation:	High Density Residential
Application Submitted:	May 1, 2015

I. DESCRIPTION OF PROPOSAL

Jeff Leuthold requests an amendment to the Comprehensive Plan Map to change the designation of three subject properties from High Density Residential to Commercial. Concurrent with the proposal is a request to rezone the parcels to Central Business District (C-1).

Two of the three parcels are currently occupied by a single family residence on each, and the third parcel is vacant. Mr. Leuthold is interested in a mixed use development, encompassing a commercial use on the bottom floor and apartment/living space on upper floors. This is allowable in the Central Business District (C-1). These properties abut parcels that are already zoned Central Business District.

Table 1 Subject Property Site Characteristics Parcels: 50116, 50117, 50118	
Surrounding Land Uses & Zoning	North: Developed residential properties, zoned High Density Residential. South: Developed commercial properties, zoned Central Business District. West: Developed residential properties, zoned High Density Residential. East: Developed commercial properties, zoned Highway Commercial.
Site Topography & Critical Areas	The site is relatively flat and is located in FEMA floodplain B. There are no critical areas located within 250' of the subject properties.
Street Classification	Goerig – Minor Arterial Robbins – Local Access
Water	Available within Goerig
Sanitary Sewer	Available within Goerig

II. PROCEDURAL REQUIREMENTS

All procedural requirements of RCW 36.70A, RCW 36.70B, and the Woodland Municipal Code (WMC) have been met.

III. REVIEW AUTHORITY

Per WMC 19.08.030, the City Council shall approve or deny the applications for Comprehensive Plan Map Amendments and Rezone applications based on the recommendations made by the City Planning Commission. The Planning Commission shall hold an open record public hearing, and its recommendations shall be based on the recommendations made by the City Development Review Committee (DRC).

The Comprehensive Plan and WMC 17.84.040 require that the Planning Commission consider the Approval Criteria (Comprehensive Plan, Page 1-45 and 1-46) and other factors including provisions in the State Growth Management Act (GMA) and Comprehensive Plan, other plans of the City, the standards in the WMC, ordinances and other City codes, and other factors necessary to protect the public health, safety, convenience, and general welfare. Action must be based on written findings and conclusions.

Per the Comprehensive Plan (Page 1-45), the Comprehensive Plan shall be amended no more frequently than once per calendar year. All amendment proposals shall be considered concurrently (in a package) by the Planning Commission and City Council so that their cumulative effects can be ascertained. City Council suspended annual amendments for the years 2015 and 2016 due to the periodic Comprehensive Plan Update. This proposal will go along with the periodic update and be adopted in June 2016 should the Planning Commission choose to move forward and the City Council passes an ordinance making the change.



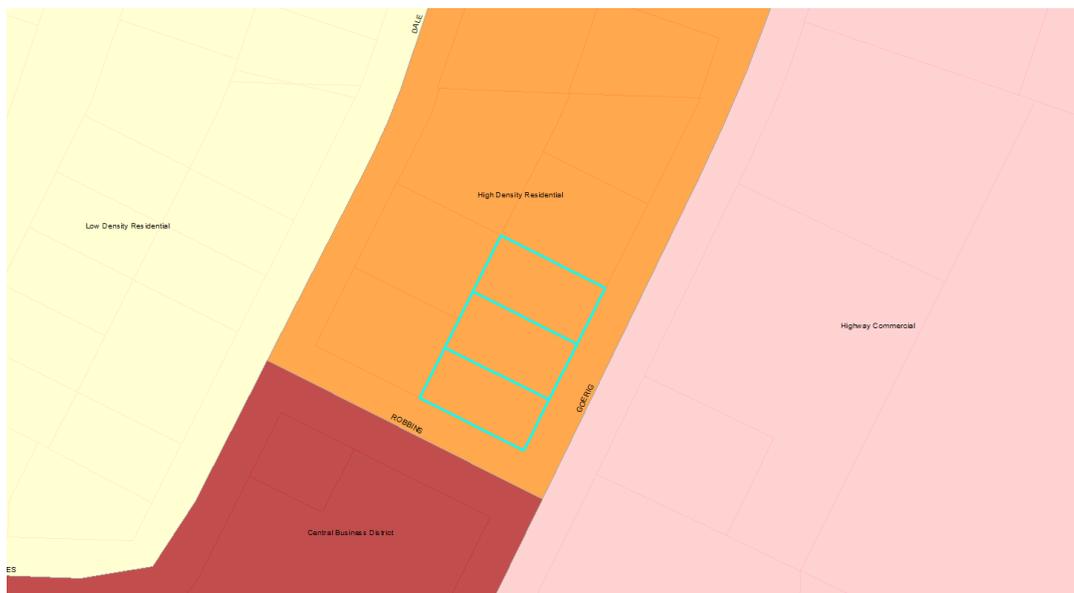
The highlighted parcels are those under consideration for amendment. The two lower parcels contain a single family residence each, and the upper parcel is vacant.



Parcel 50116, 713 Goerig (Street view – Google maps)



Parcels 50117, and 50118, 717 and 733 Goerig (Street view – Google maps)



Existing zoning for subject properties and surrounding properties.

IV. APPLICABLE COMPREHENSIVE PLAN APPROVAL CRITERIA

Proposed amendments shall be reviewed using the following criteria outlined in the Comprehensive Plan, Page 1-45 and 1-46.

- 1. The proposal is consistent with the provisions of the Growth Management Act (GMA) and will not result in Comprehensive Plan or regulation conflicts.**

Parcels 50116 and 50117 contain a single family residence on each lot, which are both currently lived in. A single family residence on each lot is allowable in the High Density Residential zone. A single family residence is not allowed in the Central Business District. The exception is if a single family residence was existing at the time of passage of the ordinance codified in Title 17. In this case, these homes are conforming uses on residential properties. Changing the zone to Central Business District with these homes currently being used and in existence would cause the City to create non-conforming

uses, which cannot be done. Therefore, the structures could not be used residentially at the time of designation change, or the amendment cannot be approved. Mr. Leuthold is, separately, proposing to remove the homes and create a mixed use development, with commercial on the bottom floor and residential use on the upper floors. This is allowable in the Central Business District, but not in the High Density Residential zone.

As an aside, the comprehensive plan designation request is accompanied by a rezone request. Provided both the comprehensive plan designation and zoning designation change requests are approved, there will be no conflicts. Once the Planning Commission chooses to move forward, staff will initiate a Notice of Application/Public Hearing and ensure all provisions in the Growth Management Act are met.

2. The proposal will change the development or use potential of a site or area without creating significant adverse impacts on existing sensitive land uses, businesses, or residents.

The proposed change will not cause any significant adverse impacts on sensitive land uses. There are no environmental features within 250' of the subject properties. Two of the three parcels are currently developed with single family residences. New development would require land use review and approval so any adverse impacts from a new development would be evaluated at that time. The simple act of amending the designation from residential to commercial does not cause any adverse impact on the environment.

The two homes are currently occupied. In order to amend the comprehensive plan designation and zoning designation, the structures cannot be used residentially, as that would create a non-conformity, which cannot be done. The structures would need to be vacated, and either remain vacant or be used commercially at the time of amendment. If they are vacated and the amendment is approved, they will no longer be able to be used solely as residential space. This will displace the current residents of these homes, which is an adverse impact.

There would be no impact on businesses. Mr. Leuthold separately proposes a mixed use development that would include commercial ventures on the bottom floor.

The public will have the opportunity to review this request and make comment.

3. The proposed amendment can be accommodated by all applicable services and facilities, including transportation.

Two of the three parcels are currently developed with a single family residence on each. All properties are served by Goerig, a minor arterial. Water and sewer is available to all lots. When the new development is proposed, a land use review will be conducted and all required improvements or infrastructure as necessary will be made conditions of approval.

4. The proposal will help implement the goals, objectives and policies of the Woodland Comprehensive Plan.

Goal A3 – Land Use, Page 1-47: “Neighborhood Conservation: Achieve a well-balanced and well-organized combination of open space, commercial, industrial, recreation, and public uses served by a convenient and efficient transportation network while protecting the fabric and character of residential neighborhoods.”

The overall proposal is consistent with this goal. By changing the comprehensive plan and zoning designations to Central Business District, this will expand the downtown commercially zoned areas, and allow for residential use as well as businesses in this area.

Goal H5 – Land Use, Page 1-47: “Working in partnership with downtown businesses, property owners, and community interest groups to maintain and enhance the downtown area as a retail trade, service, professional office, financial office, governmental office, and cultural center of the City.”

The overall proposal is consistent with this goal. Mr. Leuthold would like to create a mixed use development which would offer housing and businesses in the downtown business core. This can only be done if these properties are rezoned to Central Business District.

Policy 6, Economic Development, Page 1-57 – “The city recognizes that its appropriate role in downtown redevelopment is to take actions that will facilitate and attract private investment and help overcome private sector obstacles and risks characteristic in downtown renewal.”

In 2014, City Council adopted a zoning change for the gateway area, which these properties are located. The properties that were rezoned from Central Business District to Highway Commercial to allow for drive-through businesses and other expanded businesses to locate in this area. Mr. Leuthold’s properties had the potential to be a part of the gateway rezone, but Council confined it to properties on the eastern side of Goerig from the park and ride to Horseshoe Lake Park. Mr. Leuthold’s properties were not included in this rezone. These properties abut Central Business District zoned parcels across Robbins, which are already developed.

By rezoning these parcels to Central Business District, it further gives the downtown an opportunity for commercial expansion and downtown redevelopment and renewal. Mr. Leuthold proposes, separately, to create a mixed use development, which includes commercial space on the first floor and residential use on the upper floors. This type of mixed use can only be done in the Central Business District.

Policy 2, Commercial Land Use/Central Business District, Page 1-57: “Encourage more professional offices and local services to locate within the Downtown Business District.”

By rezoning these parcels to Central Business District, it further gives the downtown an opportunity for commercial expansion and downtown redevelopment and renewal. Mr. Leuthold proposes, separately, to create a mixed use development, which includes

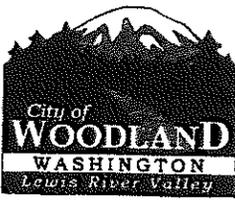
commercial space on the first floor and residential use on the upper floors. This type of mixed use can only be done in the Central Business District.

Policy 6, Commercial Land Use/Central Business District, Page 1-57: "Areas classified for commercial use on the Land Use Plan Map should be utilized before other areas are reclassified for commercial use. A market factor may be appropriate to ensure sufficient land and price stability."

There are a few vacant Central Business District zoned properties in the area. There are also vacant Highway Commercial zoned properties in the area. By rezoning these parcels to Central Business District, this policy is not met.

V. CONCLUSION

As two of the three parcels currently have occupied single family homes, the City would be unable to approve this request, as that would create non-conformities. The homes would need to be vacated, and they could not be used solely residentially anymore. The City could not approve this zone change unless and until the homes were vacated and the properties no longer used residentially. Further, while the proposed zone change and separate proposed mixed use development meet the majority of the Comprehensive Plan goals and policies, policy 6, above, is not met in that there is vacant commercial properties already available. The policy calls for existing commercially zoned land to be used before new land is rezoned commercial.



LAND USE APPLICATION

RECEIVED

MAY - 1 2015

City of Woodland
Building Dept
Planning Dept

Required Fields

OFFICIAL USE ONLY

LAND USE # 215-911
 PERMIT TYPE CPMA/ZMA
 DATE 5/1/15
 AMOUNT PAID 2
 RECEIPT # _____
 RECEIVED BY _____

PLANNING DEPARTMENT
 230 Davidson Avenue. Woodland, WA 98674
 Office 360-225-1048 Fax 360-225-7336

Acct: 001 000 600 345

- | | | |
|--|--|---|
| <input type="checkbox"/> 81-00 Boundary Line Adjustment (\$400+\$75/lot) | <input type="checkbox"/> 81-00 Conditional Use (\$2,500) | <input type="checkbox"/> 81-00 Appeal (\$700 + HE cost) |
| <input type="checkbox"/> 81-00 Short Plat (\$800+\$75/lot) | <input type="checkbox"/> 81-00 Administrative Temporary Use (\$100) | <input type="checkbox"/> 83-00 Site Plan Review (\$110/1,000 sq. ft.) |
| <input type="checkbox"/> 81-00 Preliminary Plat (\$3,500+\$75/lot) | <input type="checkbox"/> 81-00 Similar Use Determination (\$500) | <input type="checkbox"/> 89-00 Shoreline Substantial Dev (\$800 + HE ¹) |
| <input type="checkbox"/> 81-00 PURD (\$3,000) | <input type="checkbox"/> 81-00 Minor Variance (\$400 ¹) | <input type="checkbox"/> 89-00 Shoreline Cond. Use/Variance (\$600) |
| <input type="checkbox"/> 81-00 Binding Site Plan (\$2,000+\$150/acre) | <input type="checkbox"/> 81-00 Major Variance (\$1,500 ¹) | <input type="checkbox"/> 89-00 Shoreline Exemption (\$100) |
| <input type="checkbox"/> 81-00 Final Plat (\$1,500+\$75/lot) | <input checked="" type="checkbox"/> 81-00 Comp Plan/Text Amendment (\$2,000 ¹) | <input type="checkbox"/> 89-00 SEPA (\$650) |
| <input type="checkbox"/> 81-00 Plat Vacation (\$250+cost) | <input type="checkbox"/> 81-00 Zoning Map/Text Amendment (\$2,500 ¹) | <input type="checkbox"/> 89-00 Critical Area Permit (\$600 ¹) |
| <input type="checkbox"/> 81-00 Plat Extension (\$300) | <input type="checkbox"/> 81-00 Annexation (Notice of Intent) (\$250) | <input type="checkbox"/> 89-00 Other _____ |
| <input type="checkbox"/> 81-00 Administrative Conditional Use (\$700) | <input type="checkbox"/> 81-00 Annexation (Petition) (\$1,200/\$1,500) | <input type="checkbox"/> 89-00 Report or Data Preparation (staff time plus cost recovery) _____ |

¹ = Cost Recovery if outside review is required.

BRIEF PROJECT DESCRIPTION

REZONE TO C-1 AS PART OF COMPREHENSIVE PLAN FOR MIXED USE PROJECT.

Property Owner Name PIONEER CHURCH LLC / JEFF LEUTHOLD

Phone 360 263 7374 Mobile 360 907 9995 E-Mail Address JEFF@ALTHINKSWE.NET

Applicant Name JEFF LEUTHOLD

Mailing Address PO BOX 1847 WOODLAND

Phone SAME Mobile SAME E-Mail Address SAME

Contact Name & Address (if other than applicant)

Phone _____ Mobile _____ E-Mail Address _____

Site Address 713 - 733 COERIC

Parcel Number 50116, 50117, 50118

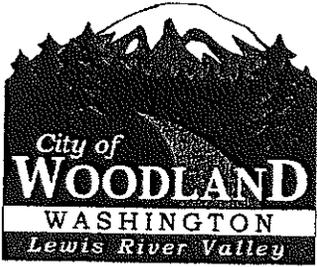
Comprehensive Plan/Zoning Designation

Flood Zone Designation _____ FIRM Map Panel # _____ Map Date _____

Critical Area or Shoreline within 200'
 Yes No

- ROAD ACCESS**
 Private
 County
 State
 City

[Signature] Date 5/1/15
 Property Owners Signature
[Signature] Date 5/1/15
 Applicant Signature



OWNERSHIP CERTIFICATION

I, JEFF LEUTHOLD hereby certify that I am the property owner or representative of the corporation owning the property described in the attached application and I have familiarized myself with the rules and regulations of the City of Woodland with respect to filing this application for #209-905/CUP/SEPA, LDS Conditional Use Permit, and that the statements, answers, and information submitted are in all respects true and correct to the best of my knowledge.

Street Address: 3913 NW BRATTON

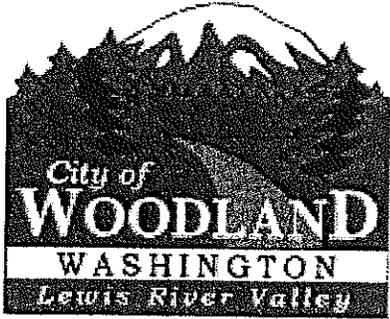
City, State, Zip: WOODLAND WA 98674

Email: JEFF@NWTHINGSBLUE.NET

Phone: (360) 907 9995

Signature(s):

For: _____
(corporation or company name, if applicable)



Critical Areas Identification Checklist

Pursuant to Woodland Municipal Code

Planning Department
P.O. Box 9, 230 Davidson Ave
Woodland, WA 98674
<http://www.ci.woodland.wa.us>
(360) 225-1048 / FAX (360) 225-7336

Applicant's Name: JEFF LESTHOLD
Mailing Address: P.O. Box 1847
Phone: 360 263 7374 Mobile: 360 907 9995 Fax: _____
Site Address: 713-733 GEORGIE Parcel ID Number: 50116, 50117, 50118
Associated Land Use Application Number: _____
Proposed Use(s): MIXED USE RESIDENTIAL/COMMERCIAL
Section: _____ Township: _____ Range: _____ Related Permits: _____

Please answer the following questions concerning Critical Area indicators located on or within 200 feet of the project area.

- A. Are you aware of any environmental documentation that has been prepared related to critical areas that includes the subject area: (If yes, please attach a list of document titles.)
Yes _____ No Unknown _____
- B. Are there any surface waters (including year-round and seasonal streams, lakes, ponds, bogs, swamps)
Yes _____ No Unknown _____
- C. Is there vegetation that is associated with wetlands?
Yes _____ No Unknown _____
- D. Have any wetlands been identified?
Yes _____ No Unknown _____
- E. Are there area where the ground is consistently inundated or saturated with water?
Yes _____ No Unknown _____
- F. Are there any State or Federally listed sensitive, endangered or threatened species and habitats?
Yes _____ No Unknown _____
- G. Are there slopes of 15% or greater?
Yes _____ No Unknown _____
- H. Is the project located within a Flood Hazard Zone?
Yes _____ No Unknown _____
- I. Do you know of any landslide hazard areas?
Yes _____ No Unknown _____

I grant permission to the field inspector to enter the building site to determine the presence or absence of critical areas.

I understand that if the information on this form is later determined to be incorrect, the project or activity may be subject to conditions or denial as necessary to meet the requirements of WMC 15.08, the Woodland Municipal Critical Areas Ordinance.

Applicant's Signature [Signature] Date 5/1/15

Jeff Leuthold
PO Box 1847
Woodland, WA 98674
360-907-9995

May 1, 2015

City of Woodland
ATTN: Planning/Zoning Dpt
PO Box 9
Woodland, WA 98674

Re: 713, 717, and 733 Goerig

To Whom It May Concern:

Comprehensive Plan Amendment Narrative

I am drafting this narrative today to request that the properties located at 713, 717, and 733 Goerig Street, be rezoned to C-1 zoning as part of the comprehensive plan review process the city of Woodland is undertaking at this time.

A few years back it was discussed that there was the possibility of doing a "gateway zoning overlay" in this section of Woodland's downtown and as that momentum has died I would like to individually pursue the development opportunities for the parcels named above that a gateway development zone would have given namely, a mixed use development with both residential and commercial/retail.

Zoning this parcel to C-1 will meet Woodland's comprehensive plan goals by increasing the density of development in the old town district and by helping revitalize the entrance to the town.

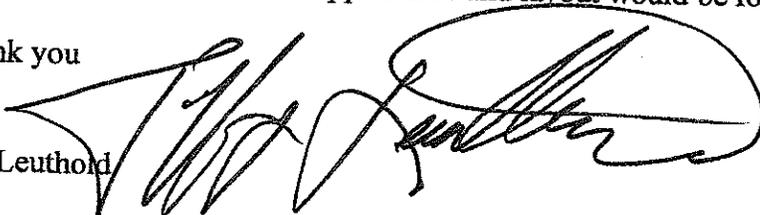
My reasons for converting the property from high-density multi-family to C-1 are because of an underlying desire to build a mixed-use development on that property as a combined whole (meaning all three properties as one project). The property in question comprises a corner lot and two standard city lots with an approximate total square footage of 16,000sf. (100x160ft)

In addition to being able to develop the property as a mixed commercial and residential project, I am also asking that this parcel be granted the same development rights as the neighboring old town C-1 properties and have the parking requirements for the development waived. With the parcel being only 100 foot deep, it would be very difficult to meet the parking requirements for 6 townhouse living units and approximately 4-6 commercial spaces with only 100 foot of depth to the property.

I would be happy to submit development drawings of the proposed project or a draft development drawing to give you an idea of what the appearance and layout would be for both a site plan and lot coverage.

Thank you

Jeff Leuthold





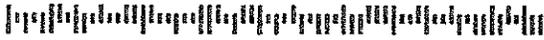
Cowlitz County Treasurer
 207 N 4th Ave.
 Kelso, WA 98626-4192
 ADDRESS SERVICE REQUESTED

2015 REAL PROPERTY TAX BILL
KATHY HANKS
 Cowlitz County Treasurer
 www.co.cowlitz.wa.us/treasurer
 360-577-3060

ACCOUNT NUMBER
R041612
PARCEL NUMBER
50116

KEEP THIS PORTION

3D00967 2 AV 0.381 AUTO SCH 5-DIGIT 98674



PIONEER CHURCH LLC
 PO BOX 1847
 WOODLAND WA 98674-1700

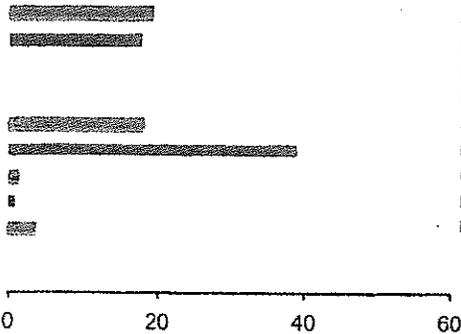
01266 Seq
 5 Stmt 3 of 3
 Pg 1 of 1
 30 1.11
 1010

First Half Due April 30 th	\$578.69
Second Half Due October 31 st	\$578.69
Total Due 2015	\$1,157.38

ite Address: 713 GOERIG ST WOODLAND 98674
 roperty Description: SUB:CENTRAL TO WOODLAND BLK:3 LOT:6 SECT,TWN,RNG:2
 ax Code Area: 900

pd - 4/30 - 2/19/15

TAX DISTRIBUTION



	%		
A STATE SCHOOLS	19.110	\$196.84	LAND VALUE 35.7
B CURRENT EXPENSE	17.618	\$181.46	IMPROV VALUE 50.4
C STATE VETERANS RELIEF	0.094	\$0.97	FULL TAX \$1,030
D HUMAN SERVICES MENTAL HEALTH	0.209	\$2.16	TAXABLE VALUE 86.2
E CITY OF WOODLAND	18.009	\$185.50	TAX LEVY 11,9436
F WOODLAND SCHOOL DIST #404	38.908	\$400.75	CDID #2 VALUE 86.2
G PORT OF WOODLAND	1.380	\$14.21	CDID #2 LEVY 1.4385
H WOODLAND CEMETERY DIST #2	0.745	\$7.68	
I FORT VANC REGIONAL LIBRARY CDID #2	3.927	\$40.45	
NOX WEED 1		\$124.04	
		\$3.32	

TOTAL CURRENT TAX

\$1,157.38 VOTER APPROVED \$400

First half must be paid or postmarked by April 30, or FULL AMOUNT BECOMES DELINQUENT and accrues interest and penalty as prescribed by law. If first half paid by April 30 second half must be paid by October 31 or it becomes delinquent and accrues interest and penalty.

DATABASE: R041612-12-11-2015

DETACH THIS PORTION AND MAIL WITH YOUR PAYMENT

Due October 31st 2015

Second Half 2015	\$578.69
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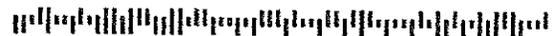
PIONEER CHURCH LLC
 PO BOX 1847
 WOODLAND WA 98674-1700

Make checks payable to
 "Cowlitz County Treasurer".

ACCOUNT NUMBER
R041612
PARCEL NUMBER
50116

*****Partial payments or delinquent payments received without interest and penalty will be returned.*****

COWLITZ COUNTY TREASURER
 307 N 4TH AVE
 KELSO WA 98626-4192



FOR ADDRESS CHANGE, PLEASE CHECK THIS BOX AND PROVIDE NEW ADDRESS ON BACK OF STATEMENT.



Cowlitz County Treasurer
 207 N 4th Ave.
 Kelso, WA 98626-4192
ADDRESS SERVICE REQUESTED

2015 REAL PROPERTY TAX BILL

KATHY HANKS
 Cowlitz County Treasurer
 www.co.cowlitz.wa.us/treasurer
 360-577-3060

ACCOUNT NUMBER
R041613
PARCEL NUMBER
50117

KEEP THIS PORTION

3000967 2 AV 0.381 AUTO SCH 5-DIGIT 98674



PIONEER CHURCH LLC
 PO BOX 1847
 WOODLAND WA 98674-1700

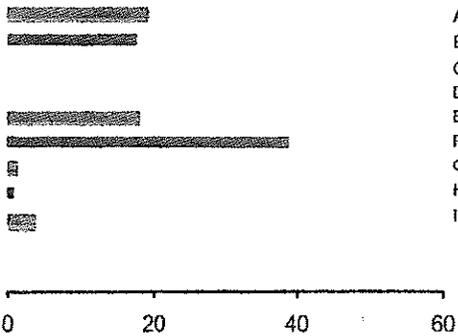
01265 Seq
 5 Stm 2 of 3
 Pg 1 of 1
 3D 1.11
 1010

First Half Due April 30 th	\$579.83
Second Half Due October 31 st	\$579.83
Total Due 2015	\$1,159.66
Past Due Amounts **If paid by April 30 th ** Not included in total due 2015	\$609.42

*4/30 - PA 609.42 #1195
 579.83 #1196*

Address: 717 GOERIG ST WOODLAND 98674
 Property Description: SUB:CENTRAL TO WOODLAND BLK:3 LOT:7 SECT.TWN,RNG:2
 Tax Code Area: 900

TAX DISTRIBUTION



	%		
A STATE SCHOOLS	19.110	\$197.23	LAND VALUE 35.77
B CURRENT EXPENSE	17.618	\$181.82	IMPROV VALUE 50.64
C STATE VETERANS RELIEF	0.094	\$0.97	FULL TAX \$1,032.00
D HUMAN SERVICES MENTAL HEALTH	0.209	\$2.16	TAXABLE VALUE 86.41
E CITY OF WOODLAND	18.009	\$185.86	TAX LEVY 11.94362
F WOODLAND SCHOOL DIST #404	38.908	\$401.54	CDID #2 VALUE 86.41
G PORT OF WOODLAND	1.380	\$14.24	CDID #2 LEVY 1.43839
H WOODLAND CEMETERY DIST #2	0.745	\$7.69	
I FORT VANC REGIONAL LIBRARY	3.927	\$40.53	
CDID #2		\$124.30	
NOX WEED 1		\$3.32	

TOTAL CURRENT TAX

\$1,159.66 VOTER APPROVED \$401.5

First half must be paid or postmarked by April 30, or FULL AMOUNT BECOMES DELINQUENT and accrues interest and penalty as prescribed by law. If first half paid by April 30 second half must be paid by October 31 or it becomes delinquent and accrues interest and penalty.

DATE: 08/12/2014 12:11:00 PM

DETACH THIS PORTION AND MAIL WITH YOUR PAYMENT

Due October 31st 2015



ACCOUNT NUMBER
R041613
PARCEL NUMBER
50117

Make checks payable to "Cowlitz County Treasurer".

*****Partial payments or delinquent payments received without interest and penalty will be returned.*****

Second Half 2015	\$579.83
------------------	----------

PIONEER CHURCH LLC
 PO BOX 1847
 WOODLAND WA 98674-1700

COWLITZ COUNTY TREASURER
 307 N 4TH AVE
 KELSO WA 98626-4192



FOR ADDRESS CHANGE, PLEASE CHECK THIS BOX AND PROVIDE NEW ADDRESS ON BACK OF STATEMENT.



Cowlitz County Treasurer
 207 N 4th Ave.
 Kelso, WA 98626-4192
 ADDRESS SERVICE REQUESTED

2015 REAL PROPERTY TAX BILL
KATHY HANKS
 Cowlitz County Treasurer
 www.co.cowlitz.wa.us/treasurer
 360-577-3060

ACCOUNT NUMBER
R041614
PARCEL NUMBER
50118

KEEP THIS PORTION

3D00967 2 AV 0.381 AUTO SCH 5-DIGIT 98674



PIONEER CHURCH LLC
 PO BOX 1847
 WOODLAND WA 98674-1700

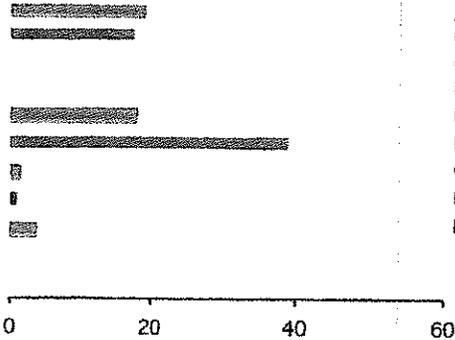
01264 Seq
 5 Stmt 1 of 3
 Pg 1 of 1
 3D 1.11
 1010

First Half Due April 30 th	\$319.48
Second Half Due October 31 st	\$319.48
Total Due 2015	\$638.96

pd 4/30/15 \$719.3

ite Address: 733 GOERIG ST WOODLAND 98674
 roperty Description: SUB:CENTRAL TO WOODLAND BLK:3 LOT:8 SECT,TWN,RNG:2
 ax Code Area: 900

TAX DISTRIBUTION



	%		
A STATE SCHOOLS	19.110	\$108.41	LAND VALUE 47.50
B CURRENT EXPENSE	17.618	\$99.95	FULL TAX \$567.1
C STATE VETERANS RELIEF	0.094	\$0.53	TAXABLE VALUE 47.50
D HUMAN SERVICES MENTAL HEALTH	0.209	\$1.19	TAX LEVY 11.9436
E CITY OF WOODLAND	18.009	\$102.17	CDID #2 VALUE 47.50
F WOODLAND SCHOOL DIST #404	38.908	\$220.73	CDID #2 LEVY 1.4383
G PORT OF WOODLAND	1.380	\$7.83	
H WOODLAND CEMETERY DIST #2	0.745	\$4.23	
I FORT VANC REGIONAL LIBRARY	3.927	\$22.28	
CDID #2		\$68.32	
NOX WEED 1		\$3.32	

TOTAL CURRENT TAX

\$638.96 VOTER APPROVED \$220.7

First half must be paid or postmarked by April 30, or FULL AMOUNT BECOMES DELINQUENT and accrues interest and penalty as prescribed by law. If first half paid by April 30 second half must be paid by October 31 or it becomes delinquent and accrues interest and penalty.

PAYOR: FORM# 7247 - T2 - (1/20/10)

DETACH THIS PORTION AND MAIL WITH YOUR PAYMENT

Due October 31st 2015

Second Half 2015 \$319.48

PIONEER CHURCH LLC
 PO BOX 1847
 WOODLAND WA 98674-1700



Make checks payable to "Cowlitz County Treasurer".

ACCOUNT NUMBER
R041614
PARCEL NUMBER
50118

*****Partial payments or delinquent payments received without interest and penalty will be returned.*****

COWLITZ COUNTY TREASURER
 307 N 4TH AVE
 KELSO WA 98626-4192



FOR ADDRESS CHANGE, PLEASE CHECK THIS BOX AND PROVIDE NEW ADDRESS ON BACK OF STATEMENT.

State of Washington

Secretary of State

CORPORATIONS DIVISION
James M. Dolliver Building
801 Capitol Way South
PO Box 40234
Olympia WA 98504-0234
360.753.7115



602 569 106

Application for Limited Liability Company

Office Information

Application ID 452300
Tracking ID 1028184
Validation ID 758263-001
Date Submitted for Filing: 12/30/2005

Contact Information

Contact Name Jeff Leuthold
Contact Address P.O. Box 1847
Woodland
WA
98674

Contact Email leuthold@allthingsblue.net
Contact Phone 360-263-7374

Certificate of Formation

Preferred Name 733 GOERIG - THE PIONEER CHURCH, LLC
Physical Address P.O. Box 1847
Woodland
WA
98674

Purpose Any Lawful Purpose
Duration Perpetual
Formation Date 1/1/2006
Expiration Date 1/31/2007
Limited Liability Company Management Manager:
Members Signature Attached

Registered Agent Information

Agent is Individual

Agent Name Jeff Leuthold
Agent Street Address 3713 NW Bratton Road
Woodland
WA
98674

Agent Mailing Address P.O. Box 1847
Woodland
WA
98674

Agent Email Address leuthold@allthingsblue.net
Submitter/Agent Relationship Submitter has signed consent of specified agent

Members Information

Members Signatures On File

Member #1

Member Name Jeff Leuthold
Member Address P.O. Box 1847
Woodland
WA
98674

Member #2

Member Name Melinda A. Leuthold
Member Address P.O. Box 1847
Woodland
WA
98674

Member #3

Member Name Caroline Leuthold
Member Address 7275 West Mercer Way
Mercer Island
WA
98040

Signature Information

When Recorded Return to:
Pioneer Church LLC
123 Box 12347
Woodland, WA 98064

EXEMPT
071429
APR 19 2007

QUIT CLAIM DEED

THE GRANTOR

CAROLINE LEUTHOLD

for and in consideration of *nure change of identity*
conveys and quit claims to

PIONEER CHURCH LLC

the following described real estate, situated in the County of
COWLITZ, State of Washington: together with all after acquired
title of the grantor(s) therein:

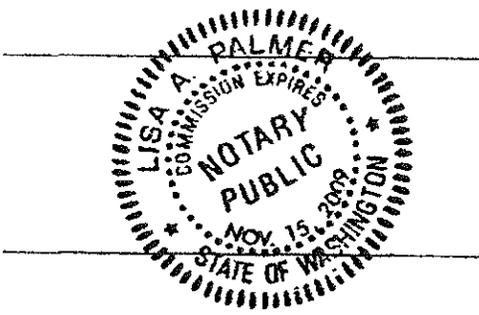
Legal Description Attached as Exhibit "A"

Legal Description (Abbreviated): Lot B, Block 3, Central
Addition

Assessor's Tax Parcel ID# 50113

Dated: 4.9.07

Caroline L. Leuthold



STATE OF WASHINGTON,
County of Cowlitz

ss.

I certify that I know or have satisfactory evidence that Caroline L. Leuthold
is the person who appeared before me, and said person acknowledged that (He/She) signed this instrument
and acknowledged it to be (his/her) free and voluntary act for the uses and purposes mentioned in the instrument.

Dated: 4.9.07

EXHIBIT "A"

Lot 8, Block 3, CENTRAL ADDITION TO THE TOWN OF WOODLAND, according to the plat thereof, recorded in Volume 7 of Plats, Page 47, records of Cowlitz County, Washington

END OF EXHIBIT A

Unofficial Copy

When Recorded Return to:

Pioneer Church LLC
PO Box 18347
Woodland, WA 98161

Received \$ **EXEMPT** subject to record
pursuant to Chg. 11, Laws, 1991
071500 JUL 18 2007
AFF NO. COWLITZ COUNTY FILED
Date **APR 19 2007** *[Signature]*

QUIT CLAIM DEED

THE GRANTOR

CAROLINE LEUTHOLD

for and in consideration of *mere change of identity*
conveys and quit claims to

Pioneer Church LLC

the following described real estate, situated in the County of
COWLITZ, State of Washington; together with all after acquired
title of the grantor(s) therein:

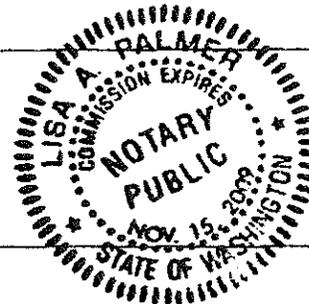
Legal Description Attached as Exhibit "A"

Legal Description (Abbreviated): *Lot 7, Block 3
Central Addition*

Assessor's Tax Parcel ID# *50111*

Dated: *4-9-07*

Caroline L. Leuthold



STATE OF WASHINGTON,
County of *COWLITZ*

ss.

I certify that I know or have satisfactory evidence that *Caroline L. Leuthold*
is the person who appeared before me, and said person acknowledged that (he/she) signed this instrument
and acknowledged it to be (his/hers) free and voluntary act for the uses and purposes mentioned in the instrument.

Dated: *4-9-07*

EXHIBIT "A"

Lot 7, Block 3, CENTRAL ADDITION TO THE TOWN OF WOODLAND, according to the plat thereof, recorded in Volume 7 of Plats, Page 47, records of Cowlitz County, Washington

END OF EXHIBIT A

Unofficial Copy



3244788
Page: 2 of 2
12/23/2004 02:59
Cowlitz County

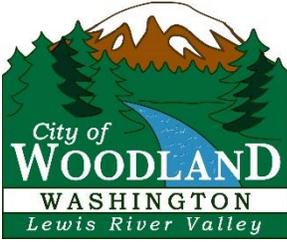
Order Number: 20041353

EXHIBIT "A"

Lot 6, Block 3, CENTRAL ADDITION TO THE TOWN OF WOODLAND, according to the plat thereof, recorded in Volume 7 of Plats, Page 47, records of Cowlitz County, Washington

END OF EXHIBIT A

Unofficial Copy



Building & Planning Department

P.O. Box 9, 230 Davidson Avenue
 Woodland, WA 98674
www.ci.woodland.wa.us
 (360) 225-1048 / FAX # (360) 225-7336

Woodland Planning Commission – Staff Report Comprehensive Plan Amendment and Concurrent Rezone Tsugawa Nursery

Project Name:	Comprehensive Plan Amendment and Rezone Request – Tsugawa Nursery
Land Use Application No.:	#215-904.CMA.ZMA.SEPA
Applicant:	Brian Tsugawa
Property Owner:	Mable K Tsugawa Trust George Tsugawa, Trustee
Parcel ID Nos.:	50604, 50605, 50607, 5062601, 5060501
Location:	Parcels 50604 and 50605 are addressed as 410 E Scott Avenue in Woodland, Washington. Parcel 5060601 is addressed as 402 E Scott Avenue in Woodland, Washington. Parcels 50607 and 5062601 are unaddressed parcels in Woodland, Washington. All parcels are located in Township 5 North, Range 1 West, Section 13, Willamette Meridian.
Parcel Size:	50607 - .33 acres; 50605 - .45 acres; 50604 - .85 acres; 5060501 - .88 acres; 5062601 - .59 acres
Existing Comprehensive Plan Map Designation:	Light Industrial
Existing Zoning Designation:	Light Industrial
Application Submitted:	February 5, 2015

I. DESCRIPTION OF PROPOSAL

Brian Tsugawa requests an amendment to the Comprehensive Plan Map to change the designation of five subject properties owned by the Mable K Tsugawa Trust. All properties currently have a designation of Low Density Residential. Mr. Tsugawa proposes to amend the Comprehensive Plan Map for the parcels to be designated Highway Commercial. Concurrent with the proposal is a request to rezone the parcels to Highway Commercial.

Tsugawas Nursery is located on the subject properties. All five properties are currently zoned Light Industrial.

Table 1 Subject Property Site Characteristics Parcels: 50604, 50605, 50607, 5062601, and 5060501	
Surrounding Land Uses & Zoning	North: Developed light industrial properties, zoned Light Industrial. South: Developed residential properties, zoned Low Density Residential and Tsugawa’s Nursery parking lot, zoned Highway Commercial. West: Interstate 5. East: Developed industrial properties, zoned Light Industrial.
Site Topography & Critical Areas	The site is relatively flat and is located in FEMA floodplain B. There are no critical areas located within 250’ of the subject properties.
Street Classification	East Scott Avenue – Collector
Water	Available within East Scott Avenue
Sanitary Sewer	Available within East Scott Avenue

II. PROCEDURAL REQUIREMENTS

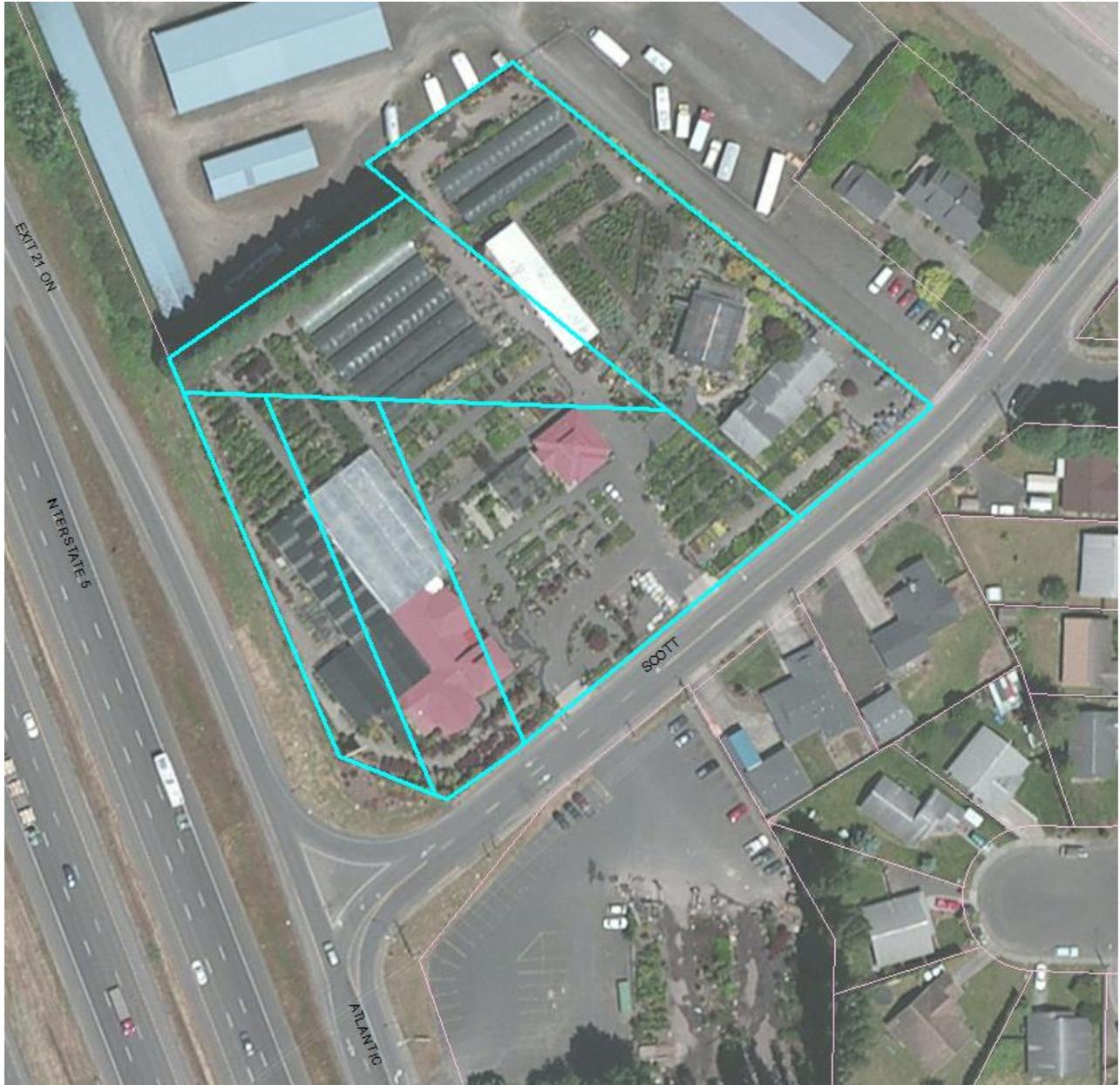
All procedural requirements of RCW 36.70A, RCW 36.70B, and the Woodland Municipal Code (WMC) have been met.

III. REVIEW AUTHORITY

Per WMC 19.08.030, the City Council shall approve or deny the applications for Comprehensive Plan Map Amendments and Rezone applications based on the recommendations made by the City Planning Commission. The Planning Commission shall hold an open record public hearing, and its recommendations shall be based on the recommendations made by the City Development Review Committee (DRC).

The Comprehensive Plan and WMC 17.84.040 require that the Planning Commission consider the Approval Criteria (Comprehensive Plan, Page 1-45 and 1-46) and other factors including provisions in the State Growth Management Act (GMA) and Comprehensive Plan, other plans of the City, the standards in the WMC, ordinances and other City codes, and other factors necessary to protect the public health, safety, convenience, and general welfare. Action must be based on written findings and conclusions.

Per the Comprehensive Plan (Page 1-45), the Comprehensive Plan shall be amended no more frequently than once per calendar year. All amendment proposals shall be considered concurrently (in a package) by the Planning Commission and City Council so that their cumulative effects can be ascertained. City Council suspended annual amendments for the years 2015 and 2016 due to the periodic Comprehensive Plan Update. This proposal will go along with the periodic update and be adopted in June 2016 should the Planning Commission choose to move forward and the City Council passes an ordinance making the change.



The highlighted parcels encompass the Tsugawa Nursery and are the five parcels under consideration for amendment. The parking lot to the south is also owned by Tsugawa and is currently zoned Highway Commercial.



Street View (Google maps) of the property and use.



Existing zoning of subject properties and surrounding properties.

IV. APPLICABLE COMPREHENSIVE PLAN APPROVAL CRITERIA

Proposed amendments shall be reviewed using the following criteria outlined in the Comprehensive Plan, Page 1-45 and 1-46.

1. The proposal is consistent with the provisions of the Growth Management Act (GMA) and will not result in Comprehensive Plan or regulation conflicts.

The comprehensive plan designation request is accompanied by a rezone request. Provided both the comprehensive plan designation and zoning designation change requests are approved, there will be no conflicts. Once the Planning Commission chooses to move forward, staff will initiate a Notice of Application/Public Hearing and ensure all provisions in the Growth Management Act are met.

2. The proposal will change the development or use potential of a site or area without creating significant adverse impacts on existing sensitive land uses, businesses, or residents.

This comprehensive plan designation amendment and accompanying rezone request will change the development or use potential of the site as the nursery also exists on all five parcels and no changes to the use are proposed. The request is merely changing the comprehensive plan designation and zoning designation to better match the use of the property, which is a nursery and retail outlet, outright allowed in the Highway Commercial zone. Further, the parking lot belonging to the nursery located across East Scott Avenue is currently zoned Highway Commercial, so these properties would match. This will also help to accurately assess land type availability and needs. There will be no negative impacts on either businesses or residents with this change.

The public will have the opportunity to review this request and make comment.

3. The proposed amendment can be accommodated by all applicable services and facilities, including transportation.

The parcels are already developed as the Tsugawa Nursery. No changes or additions are proposed at this time.

The zoning is simply being updated to reflect the use of the property and to accurately assess land type availability and needs. No changes or additional work is being proposed at this time.

4. The proposal will help implement the goals, objectives and policies of the Woodland Comprehensive Plan.

Goal E, Land Use, Page 1-47 – “Ensure that incompatible land uses are separated, thus enhancing the security, value and stability of land uses and improvements, and providing for the general health, safety and welfare of the community.”

The proposal is consistent with this goal. Zoning is designed to prevent land use conflicts before they occur by separating incompatible uses. The site currently houses the Tsugawa Nursery. The zoning is simply being updated to reflect the use of the property and to accurately assess land type availability and needs. No changes or additional work is being proposed at this time.

Policy 6 – Commercial Land Use/Central Business District, Page 1-57 – “Areas classified for commercial use on the Land Use Plan Map should be utilized before other areas are reclassified for commercial use.

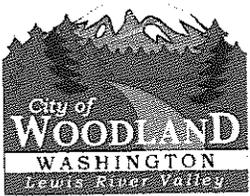
The site already contains Tsugawa Nursery which is a commercial venture, offering yard, garden, plant supplies, as well as containing greenhouses and a nursery. It is more fitting that these properties be zoned Highway Commercial. While the goal clearly states vacant commercial land should be used before new commercial land is created, the use is already in existence and no changes or additions are proposed. It would not be reasonable to the nursery to move to a property already zoned commercial.

The zoning is simply being updated to reflect the use of the property and to accurately assess land type availability and needs.

V. CONCLUSION

Given the current use of these five parcels, it is sensible to zone them Highway Commercial. While nurseries and greenhouses are outright allowed in the Light Industrial zone, Tsugawa Nursery also has a retail element, offering yard and garden supplies as well as plants, so designating these properties Highway Commercial, also to match the parking lot across the street, it correct.

The proposed rezone is consistent with the goals and policies of the Woodland Comprehensive Plan. It meets the criteria outlined above for a Comprehensive Plan Map Amendment and concurrent Rezone.



Non Project Action

LAND USE APPLICATION

RECEIVED

FEB 2 2015

CITY OF WOODLAND

PLANNING DEPT

LAND USE # 215-904
PERMIT TYPE C/MPA/ZMA/1/2
DATE 2/5/15
AMOUNT PAID N/A
RECEIPT #
RECEIVED BY

PLANNING DEPARTMENT
230 Davidson Avenue. Woodland, WA 98674
Office 360-225-1048 Fax 360-225-7336

- 81-00 Boundary Line Adjustment (\$400+\$75/lot)
81-00 Short Plat (\$800+\$75/lot)
81-00 Preliminary Plat (\$3,500+\$75/lot)
81-00 PURD (\$3,000)
81-00 Binding Site Plan (\$2,000+\$150/acre)
81-00 Final Plat (\$1,500+\$75/lot)
81-00 Plat Vacation (\$250+cost)
81-00 Plat Extension (\$300)
81-00 Administrative Conditional Use (\$700)
81-00 Conditional Use (\$2,500)
81-00 Administrative Temporary Use (\$100)
81-00 Similar Use Determination (\$500)
81-00 Minor Variance (\$400)
81-00 Major Variance (\$1,500)
81-00 Comp Plan/Text Amendment (\$2,000)
81-00 Zoning Map/Text Amendment (\$2,500)
81-00 Annexation (Notice of Intent) (\$250)
81-00 Annexation (Petition) (\$1,200/\$1,500)
81-00 Appeal (\$700 + HE cost)
83-00 Site Plan Review (\$110/1,000 sq. ft.)
89-00 Shoreline Substantial Dev (\$800 + HE)
89-00 Shoreline Cond. Use/Variance (\$600)
89-00 Shoreline Exemption (\$100)
89-00 SEPA (\$650)
89-00 Critical Area Permit (\$600)
89-00 Other
89-00 Report or Data Preparation (staff time plus cost recovery)

= Cost Recovery if outside review is required.

BRIEF PROJECT DESCRIPTION

Revision of zoning designation as a part of City's Annual Review

Property Owner Name

George Tsugawa

Phone (360) 225-9259

Mobile (360) 798-9604

E-Mail Address N/A

Applicant Name

Brian Tsugawa

Mailing Address

P.O. Box 54 Woodland, Wa. 98674

Phone 360 225-8750

Mobile (360) 798-6132

E-Mail Address brian@tsugawaurserny.com

Contact Name & Address (if other than applicant)

Phone

Mobile

E-Mail Address

Site Address

410 East Scott Ave Woodland, Wa. 98674

Parcel Number

50004, 50005, 50007, 5002001, 5000501

Comprehensive Plan/Zoning Designation

I-1

Flood Zone Designation

B

FIRM Map Panel #

Map Date

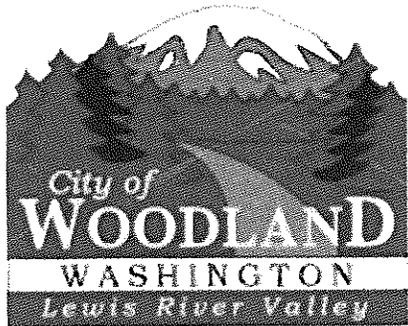
Critical Area or Shoreline within 200'

[] Yes [X] No

ROAD ACCESS

- [] Private
[] County
[] State
[] City

George Tsugawa 2/2/15
Property Owners Signature Date
Brian Tsugawa 2/4/2015
Applicant Signature Date



Critical Areas Identification Checklist
Pursuant to Woodland Municipal Code

Planning Department
P.O. Box 9, 230 Davidson Ave
Woodland, WA 98674
http://www.ci.woodland.wa.us
(360) 225-1048 / FAX (360) 225-7336

RECEIVED

FEB 05 2015

City of Woodland
Building Dept
Planning Dept

Applicant's Name: Brian Tsugawa

Mailing Address: 410 east Scott Ave

Phone: 360 225-5086 Mobile: 360 798-6132 Fax: (360) 225-5086

Site Address: 410 east Scott Ave Parcel ID Number: (required)

Associated Land Use Application Number: N/A

Proposed Use(s):

Section: 3 Township: S North Range: 1 West Related Permits: N/A

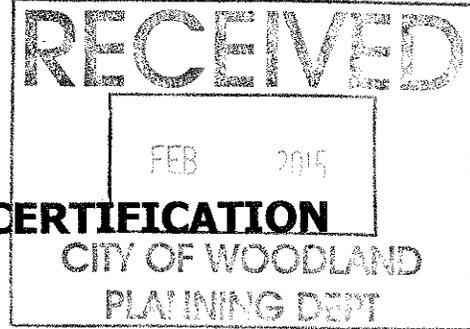
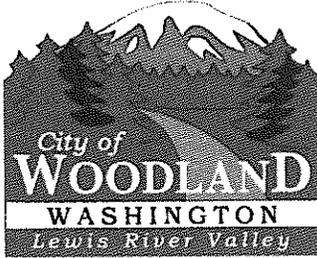
Please answer the following questions concerning Critical Area indicators located on or within 200 feet of the project area.

- A. Are you aware of any environmental documentation that has been prepared related to critical areas that includes the subject area: (If yes, please attach a list of document titles.)
Yes _____ No Unknown _____
- B. Are there any surface waters (including year-round and seasonal streams, lakes, ponds, bogs, swamps)
Yes _____ No _____ Unknown
- C. Is there vegetation that is associated with wetlands?
Yes _____ No Unknown _____
- D. Have any wetlands been identified?
Yes _____ No Unknown _____
- E. Are there area where the ground is consistently inundated or saturated with water?
Yes _____ No Unknown _____
- F. Are there any State or Federally listed sensitive, endangered or threatened species and habitats?
Yes _____ No Unknown _____
- G. Are the slopes of 15% or greater?
Yes _____ No Unknown _____
- H. Is the project located within a Flood Hazard Zone?
Yes _____ No _____ Unknown
- I. Do you know of any landslide hazard areas?
Yes _____ No Unknown _____

I grant permission to the field inspector to enter the building site to determine the presence or absence of critical areas.

I understand that if the information on this form is later determined to be incorrect, the project or activity may be subject to conditions or denial as necessary to meet the requirements of WMC 15.08, the Woodland Municipal Critical Areas Ordinance.

Applicant's Signature X Brian Tsugawa Date 2/4/2015



OWNERSHIP CERTIFICATION

I, George Tregava, hereby certify that I am the property owner or representative of the corporation owning the property described in the attached application and I have familiarized myself with the rules and regulations of the City of Woodland with respect to filing this application for Tregava Nursery and that the statements, answers, and information submitted are in all respects true and correct to the best of my knowledge.

Street Address: 410 Scott Avenue

City, State, Zip: Woodland, Wash, 98674

Email: tnmarcher@gmail.com

Phone: (360) 225-827
8750

Signature(s):

George Tregava

For: Tregava Nursery
(corporation or company name, if applicable)

Staff Report: Impact Fee Law

Date: September 10, 2015

To: Planning Commission

From: Amanda Smeller, Community Development Planner

Re: Impact fee law changes

Engrossed Senate Bill has caused changes to the collection of impact fees for new single-family detached and attached residential construction. The legislature requires counties, cities and towns to adopt a deferral system for the collection of these impact fees. This new law will take effect on September 1, 2016. The City passed an ordinance in 2013 regarding deferral of impact fees, but the program ended on December 31, 2013 and there were no applicants who took advantage of the deferral allowance.

Attached for your review is the MRSC article that details the changes to the law and what jurisdictions must do to ensure compliance with the new legislation. Also attached is the City's ordinance. We need to review our ordinance and make changes as needed.

Legislature Adopts Changes to Washington's Impact Fee Law

July 7, 2015 by [Steve Butler \(/Home/Stay-Informed/MRSC-Insight.aspx?aid=147\)](/Home/Stay-Informed/MRSC-Insight.aspx?aid=147)

Category: [Impact Fees \(/Home/Stay-Informed/MRSC-Insight.aspx?catID=189&cat=Impact Fees\)](/Home/Stay-Informed/MRSC-Insight.aspx?catID=189&cat=Impact Fees)



After several years of discussion and debate, the 2015 Legislature has enacted changes to how [impact fees \(/getdoc/8d2993d5-6454-47dc-8e85-004f6cb34938/Impact-Fees.aspx\)](/getdoc/8d2993d5-6454-47dc-8e85-004f6cb34938/Impact-Fees.aspx) are to be collected by Washington counties, cities, and towns. [ESB 5923](#)

<http://lawfilesexternal.wa.gov/biennium/2015-16/Pdf/Bills/Session%20Laws/Senate/5923.SL.pdf>) requires counties, cities, and towns to adopt a deferral system for the collection of impact fees for new single-family detached and attached residential construction, a change that developers contended would address the financial burden of paying fees at the early stages of the process, before a development project is generating any revenues. While many counties and cities were worried that a deferral system would make it harder to collect impact fees and stymie planning for new infrastructure, the lengthy deliberations and revisions over several legislative sessions resulted in a final product that addresses many, if not all, of their concerns.

The deadline for most of the new law's provisions is more than one year away (September 1, 2016), so local governments have time to develop a deferral system that best meets statutory requirements and local objectives.

Description of New Law

Under the new law, counties, cities, and towns must adopt a deferral system for the collection of impact fees that, upon developer request, delays payment until the time of:

1. Final inspection;
2. Issuance of the certificate of occupancy or equivalent certification; or
3. The closing of the first sale of the property.

For the first two options, cities are authorized to delay issuance of the certification until the impact fees have been paid. For the third option, the new law states that the seller has strict liability for payment of impact fees and that such payment must be made from the seller's proceeds (unless there is an agreement to the contrary between the seller and the buyer). It is up to each municipality, however, to choose one or more of the three options it wants to use.

Other highlights of the new law include:

- The term of deferral is 18 months from issuance of the building permit.
- The amount of impact fees that may be deferred is determined by the fees in effect at the time the applicant applies for a deferral.
- Deferral of impact fees can be limited to the first 20 single-family residential building permits, annually, per applicant.
- An applicant seeking a deferral must grant and record a lien against the property in favor of the municipality in the amount of the deferred impact fee.
- Municipalities may collect reasonable administrative fees from applicants seeking a deferral.
- To limit the “spin-off LLC” issue, “applicant” is defined to include “an entity that controls the applicant, is controlled by the applicant, or is under common control with the applicant.”
- Limited grandfathering is authorized for an existing deferral system (in effect on or before April 1, 2015), even if it does not fully match the new state requirements, as long as all impact fees are deferred.
- Municipalities and school districts are authorized to institute foreclosure proceedings if impact fees are not paid.
- The Department of Commerce must develop an annual report, beginning December 1, 2018, on the payment and collection of impact fees from school districts, counties, and cities for single-family residential construction.

The new law also contains provisions where local choices should be made, including but not limited to: (a) at what juncture impact fees are collected; (b) whether to impose a reasonable administrative fee; and (c) whether to limit the deferral to the first 20 building permits or to a greater number of building permits.

The timing of impact fee collection under a deferral system will be the key decision to be made by counties, cities and towns. Presumably, most builders would prefer the “time of sale” option, since it extends out the time when payment would be due. However, local governments have direct involvement with final inspections and certificate of occupancy issuance (the first two options), so choosing either of those points would allow them to know exactly when the deferred payment is due. In addition, under the “time of sale” option, there is the possibility that a newly constructed single-family residence could be rented out and not sold, resulting in no impact fee payment. In the end, the final decision on when to require payment of impact fees is a local one.

Tips and Suggested Actions

- Be proactive in preparing your local codes, procedures, and staff for this new change. Take the time necessary to develop and adopt an impact fee deferral system before the statutory deadline of September 1, 2016.
- Decide which local options are best for you, such as:
 - Timing of payment of the deferred impact fee(s).
 - Imposition of an administrative fee.

- Expansion of deferrals beyond the first 20 building permits (with a decision on expansion to be made only after consultation with any affected school district).
- For those municipalities that already have an impact fee deferral process - Review it carefully for consistency with the new law's requirements and amend the existing process if needed.

Of course, no action is required for those counties, cities, and towns that don't impose impact fees.

Finally, it should be noted that, while a municipality must adopt and administer an impact fee deferral system, it is up to the applicant to decide whether or not to use that process.

Photo courtesy of *Dwight Burdette*

https://commons.wikimedia.org/wiki/File:New_house_under_construction_Pittsfield_Township_Michigan.JPG



About Steve Butler

Steve joined MRSC in February 2015. He has been involved in most aspects of community planning for over 30 years, both in the public and private sectors. Steve has served as president of statewide planning associations in both Washington and Maine, and was elected to the American Institute of Certified Planner's College of Fellows in 2008.

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Comments

0 comments on Legislature Adopts Changes to Washington's Impact Fee Law

Blog post currently doesn't have any comments.

CITY OF WOODLAND

ORDINANCE NO. 1246

AN ORDINANCE AMENDING TITLE 3 (REVENUE AND FINANCE), CHAPTER 41 (DEVELOPMENT IMPACT FEES), SECTION 3.41.030 (PAYMENT OF IMPACT FEES), OF THE WOODLAND MUNICIPAL CODE REGARDING THE PERMISSIBLE TIME OF PAYMENT OF IMPACT FEES

FINDINGS OF FACT

The City Council of the City of Woodland finds as follows:

WHEREAS, the City assesses impact fees pursuant to the authority accorded it by RCW 82.02.050 through 82.02.100 as a means of financing the indirect costs of the impact that new development has on the City's fire department and parks; and

WHEREAS, the City also collects impact fees on new developments on a pass-through basis for systems that the City does not own or administer, such as schools; and

WHEREAS, the City's impact fee system that implements state law is codified in Chapter 3.40 and 3.41 of the Woodland Municipal Code; and

WHEREAS, Washington State law simply authorizes the City to collect impact fees at the time that new development imposes a new or increased service demand on affected city systems; and

WHEREAS, WMC 3.41.030 provides impact fees shall be paid before issuance of a building permit: "The impact fees shall be paid before the city issues the building permit"; and

WHEREAS, the current economic recession has severely impacted development in the City, and the City desires more flexibility in the timing of impact fee payment so as to not impose undue financial burdens on the development industry, while still ensuring that new development pays all applicable impact fees on or before the time that new development imposes a new or increased service demand on affected city systems; and

AND WHEREAS, the City Council reviewed and considered such a proposal at its regular meeting on September 17, 2012 and October 1, 2012, where it accepted testimony and comment on the proposal.

ORDINANCE

NOW THEREFORE, BE IT ORDAINED by the City Council of the City of Woodland as follows:

Based on the foregoing Findings, the Woodland City Council Ordains that Title 3 (Revenue and Finance), Chapter 41 (Development Impact Fees) and Section 3.41.030 (Payment of Impact Fees) of the Woodland Municipal Code shall be amended to read as follows:

1. Old Section WMC 3.41.030 – Payment of Impact Fees Required

The existing code section to be superseded and replaced reads as follows:

3.41.030 – Payment of Impact Fees Required. Any person who applies for a building permit for any development activity or who undertakes any development activity shall pay the impact fees as set forth in this chapter to the city clerk-treasurer. The impact fees shall be paid before the city issues the building permit. No new building permit shall be issued until the required impact fees have been paid to the city clerk-treasurer. The public works director may authorize the deferral of payment of impact fees until such time as the development actually imposes an increased demand on public systems and facilities or until January 1, 2012, whichever comes first. This term may be extended only by action of the city council. Any deferral in the payment of applicable impact fees allowed by the public works director shall be secured by a financial guarantee in a form acceptable to the clerk-treasurer.

2. New Section WMC 3.41.030 – Collection of Impact Fees

WMC 3.41.030 is amended to read as follows:

3.41.030 – Collection of Impact Fees. Any person who applies for a building permit for any development activity or who undertakes any development shall pay the impact fees as set forth in this chapter to the city Clerk-Treasurer. Impact fees imposed under this chapter shall be due and payable at the time of building permit issuance. On or before December 31, 2013, the Public Works Director may authorize the deferral of payment of Impact Fees until such time as the development actually imposes an increased demand on public systems and facilities. Any deferral in the payment of applicable Impact Fees allowed by the Public Works Director shall be secured by a financial guarantee in a form acceptable to the Clerk-Treasurer. This term may be extended only by action of the City Council. In September 2013, the Community Development Planner shall report back to the City Council on the status and effectiveness of the impact fee deferral program.

3. Severability

If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or constitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

4. Effective Date

This ordinance shall become effective five (5) days after its publication in the media or paper of record as required by law.

5. Publishing

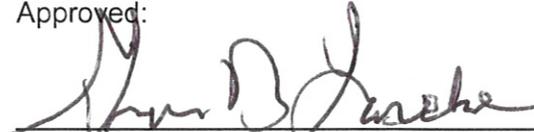
A Summary of this Ordinance shall be published.

This ordinance shall be in full force and effect five days after publication as required by law.

ADOPTED IN OPEN MEETING 1 day of October, 2012.

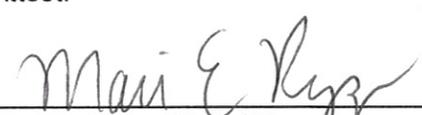
CITY OF WOODLAND, WASHINGTON

Approved:



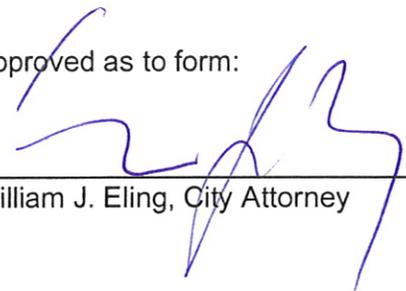
Grover Laseke, Mayor

Attest:



Mari E. Ripp, Clerk / Treasurer

Approved as to form:



William J. Eling, City Attorney

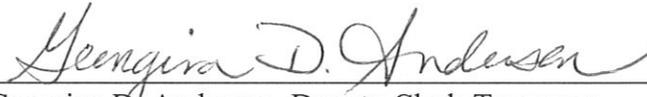
**SUMMARY OF ORDINANCE NO. 1246
OF THE CITY OF WOODLAND, WASHINGTON**

On October 1, 2012 the City Council of the City of Woodland, Washington, approved Ordinance No. 1246 the main point which may be summarized by its title as follows:

AN ORDINANCE AMENDING TITLE 3 (REVENUE AND FINANCE), CHAPTER 41 (DEVELOPMENT IMPACT FEES), SECTION 3.41.030 (PAYMENT OF IMPACT FEES), OF THE WOODLAND MUNICIPAL CODE REGARDING THE PERMISSIBLE TIME OF PAYMENT OF IMPACT FEES

The full text of this Ordinance will be mailed upon request.

APPROVED by the City Council at their meeting on this 1st day of October, 2012.



Georgina D. Anderson, Deputy Clerk-Treasurer

Published: October 10, 2012

Effective: October 15, 2012

Building & Planning Project Update (highlights)

(As of September 10, 2015 – supplement to DRC notes)

- Comprehensive Plan Update:
 - This month, the Planning Commission will discuss a draft vision and document layout.
 - At the next council meeting, the City Council will review the Goals, Policies, and Objectives that the Planning Commission previously reviewed and updated.
- Shoreline Master Program Update:
 - The 30 day public comment period runs from September 1, 2015 through October 1, 2015.
- On September 3, 2015, staff held a pre-application conference with Charles Wright regarding a greenhouse/marijuana grow operation at 931 Caples.
- The Carl's Jr final land use approval and subsequent building permit review is pending Department of Ecology documentation regarding the removal of the underground storage tanks.
- The Notice of Decision approving the Portco two lot short plat was issued on September 8, 2015.
- A Notice of Decision was issued on September 4, 2015 approving the phasing request for the Meriwether PURD.
- A Notice of Decision was issued on September 4, 2015 approving the phasing request for the Meriwether Hilltop Phase 1.