



## 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

# NOTICE OF DECISION

## SITE PLAN REVIEW / CRITICAL AREAS PERMIT

### SEPA FINAL DETERMINATION OF NON-SIGNIFICANCE

**ISSUE DATE: September 16, 2015**

**Lead Agency: City of Woodland, WA**

**Project Title: Belmont Loop Commercial Warehouses**

**Land Use Application No.: 215-916.SPR.CAP.SEPA**

Applicant/Property Owner:	Bret Fleager 2304 S 17 <sup>th</sup> Way Ridgefield, WA 98642
Site Location:	1875 Belmont Loop Woodland, WA 98674 Parcel No.: 504211606
Parcel Size:	1.55 acres
Zoning Designation:	Highway Commercial (C-2)
Date Application Received:	May 28, 2015 / August 6, 2015
Date Notice of Complete Application Issued:	August 10, 2015
Notice of Application & Likely DNS issued:	August 17, 2015
Comment Period & SEPA Appeal Period Ended:	September 2, 2015
<b>DRC Decision</b>	<b>Approve with Conditions</b>

#### I. DESCRIPTION OF PROPOSAL:

Bret Fleager proposes a two-phase project to construct three new warehouse commercial/rental buildings. Phase 1 will include two 4,500 square foot buildings, and Phase 2 will include one 1,800 square foot building. Each Phase 1 building will contain three 1,500 square tenant spaces with a 100 square foot office area and a single restroom. The remaining square footage will remain open within the building tenant spaces. The Phase 2 building will contain similar tenant spaces with office and restroom. New water, sewer, and utility services are proposed as well as a paved driveway access off Belmont Loop and 36 parking spaces.

The site is zoned Highway Commercial (C-2) and the proposed uses are permitted.

## II. DECISION:

Per WMC 19.08.030, the above application for preliminary Site Plan Review and Critical Areas Permit have been **approved with conditions** by the City Development Review Committee (DRC) based on the criteria and standards outlined in Woodland Municipal Code (WMC). See Section IV for conditions of approval.

The lead agency for this proposal has determined that it does not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the lead agency. This information is available to the public on request. This DNS is issued after using the optional DNS process in WAC 197-11-355. There is no further comment period on the DNS.

### Responsible official:

Amanda Smeller  
City of Woodland  
Building and Planning Department  
230 Davidson Ave., PO Box 9  
Woodland, WA 98674

Email: [smellera@ci.woodland.wa.us](mailto:smellera@ci.woodland.wa.us)  
Fax: 360-225-7336

## III. Findings of Fact - Development Standards Compliance

### Title 12 – Streets and Sidewalks

**Finding:** Belmont Loop has 64' of ROW, 40' of paved width, 4' landscaping strips, and 5' sidewalks on both sides. Curb, gutter, and road pavement have already been constructed.

The applicant is proposing a driveway entrance of 24' width. Any driveway shall meet the criteria of Woodland Municipal Code 12.16. Driveway construction shall meet the Woodland Construction Standard Detail T-03, Driveway with detached sidewalk.

**Conclusion:** The proposal complies with standards.

A 4' landscaping strip and 5' sidewalk as part of the frontage improvements are required.

A ROW permit is needed for the frontage improvements that are needed. . All work in the ROW will need to meet City of Woodland Construction Standards.

### Title 13 – Water and Sewage

**Finding:** There are water and sewer laterals running to the property from the mains in Belmont Loop. The applicant can connect with these laterals without disturbing Belmont Loop pavement.

**Conclusion:** The proposal complies with City standards.

The applicant will need to meet the backflow and cross-connection requirements of Woodland Municipal Code 13.28.

Water and Sewer System Development Charges: System Development Charges for water and sewer are required for this property as it uses water and sewer infrastructure that was built with loans the City took out in 1994. The Water System Development Charge is \$3,526.32 and the Sewer System Development Charge is \$1,028.02. These charges are subject to annual accrual of interest every February until paid off.

Water and Sewer Assessment Fees: Water and Sewer Assessment fees are required to hook up to the water and sewer systems. The costs for assessments depend on the water meter size installed. A 1" meter currently requires a water assessment of \$4,283, a meter deposit of \$753, a sewer assessment of \$6,078, and a new sewer inspection fee of \$232.

### **Chapter 15.08 – Critical Areas Regulation**

**Finding:** The National Wetland Inventory shows potential wetland on site and so the application included the submittal of a Critical Areas Permit and a Critical Areas Report prepared by Forest Pro, Inc. The report indicates there are no wetlands on the subject property. In addition, there are no steep slopes or property within the 100 year floodplain.

**Conclusion:** There are no critical areas found on the subject property. This criteria does not apply.

### **Chapter 15.10 – Erosion Control Ordinance**

**Finding:** Applicants are required to install and maintain erosion control measures per the Best Management Practices as outlined in this section (2005 Stormwater Management Manual for Western Washington) during site excavations and grading. An NPDES permit from the Department of Ecology is required only if more than one acre is being disturbed.

A preliminary erosion control plan was not submitted, but the narrative indicates that silt fencing will be used to protect the existing storm facility from sediment. Mulching and permanent seeding will be used on any disturbed pervious areas.

**Conclusion:** The proposal can comply with City standards. The applicant will be required to include Woodland standard details for erosion control in the final submittal to support the civil design.

### **Chapter 15.12 – Stormwater Management**

**Finding:** The existing stormwater system for Pacific Park Center is designed to treat and discharge runoff from the roads and the developed lots. The applicant is only responsible for constructing stormwater conveyance to the gutter. The applicant can choose to have runoff infiltrated on site.

**Conclusion:** A stormwater covenant running with the land is needed to allow the City to inspect the stormwater facilities. The City can provide a copy of a draft covenant. This covenant needs to be signed and recorded prior to the City issuing a building permit.

## **Chapter 17.36 – Highway Commercial District**

### 1. Permitted Uses (Section 17.36.020)

**Finding:** The applicant is creating commercial warehouse space for future tenants use. There are no particular commercial uses specified at this time.

**Conclusion:** The property owner and future tenants will need to ensure all proposed uses meet WMC 17.36 and are either outright allowed or permitted through a Conditional Use or Administrative Use permit.

### 2. Building Setbacks (Section 17.36.070)

**Finding:** Buildings shall be set as close as possible to all of the fronting and side public streets.

When the applicant demonstrates that these requirements cannot be reasonably met or proposes to locate pedestrian-friendly space between the building and fronting or side public street, the setback area shall feature generous landscaping, benches, or outside café. This may be permitted at the discretion of the approving authority without a variance being obtained.

There are no limitations on side and rear yard setbacks except where the subject property abuts a residential zoning district. This does not apply as the subject property does not abut residentially zoned properties.

There are two buildings proposed in phase 1 and one building proposed on phase 2. The two phase 1 buildings will be set approximately 106 feet back from Belmont Loop and the phase 2 building will be about 10 feet from Belmont Loop. Phase 2 building meets the requirement of placing the building as close to the front public street as possible. The phase 1 buildings are set much further back and the parking area will be located in between these buildings and the public street. This is allowable provided WMC 17.36.130(N)(4) is met. This will be discussed further in the Architectural and Site Design Standards section.

**Conclusion:** The proposed phase 2 building complies with this standard and the proposed phase 1 buildings can comply with this standard. Further review and conditions of approval will be provided below in the Architectural and Site Design Standards section.

### 3. Building Height (Section 17.36.080)

**Finding:** In the C-2 zoning district, buildings must be between 15' and 45' in height and must not include "false-fronts" or "tilt ups" only on the façade of the building. The proposed buildings do not include any false-fronts or tilt ups, and are 20' in height.

**Conclusion:** The proposal complies with this standard.

### 4. Lot Coverage (WMC 17.36.090)

**Finding:** There are no limitations for lot coverage.

**Conclusion:** The proposal complies with this standard.

5. Off-street Parking and Loading (WMC 17.56.030)

**Finding:** One parking space for each three hundred square feet of gross floor area within a minimum of four customer parking spaces per use [is required]. An aisle width of 24' is also required.

The three proposed buildings will total 10,800 square feet, which requires 36 parking spaces. Thirty-six parking spaces are proposed, including two parallel spaces, and all spaces are 9' x 20'. A 24' aisle width are proposed on both sides of the parallel spaces.

**Conclusion:** The proposal complies with this standard.

6. Architectural and Site Design Standards (WMC 17.36.130)

**Finding:**

Orientation to the Street: Buildings, along with trees and landscaping, shall be predominant rather than parking lots, driveways, or freestanding signs, and that buildings should not turn their backs to the streets. People traveling along the state highways, major arterials and minor arterials should be able to see storefronts, windows, merchandise, and other aspects of business activity. Parking lots, drive aisles, drive-through lanes, auto repair bay openings, car-wash openings, display areas, and outside storage areas shall not be allowed between the building and the public street or in an area that is visible from a public street or space even if enclosed or partially enclosed by structural elements.

This property fronts on Belmont Loop, which has a local access street classification. It is not a corner lot or a double frontage lot. Belmont Loop is the only front lot line for the subject property. The building proposed as part of phase 2 is located approximately 10 feet from Belmont Loop which meets the setback requirement as well as the requirement that buildings be predominant. The side of the building will face Belmont Loop as opposed to the rear of this building, and there are architectural features included (discussed later in this section).

The two buildings proposed for phase 1 of this development are set back approximately 160 feet from Belmont Loop and a parking lot is proposed in between. The building fronts will face Belmont Loop, not the sides or rear. The proposal calls for a 10' landscaping strip to be located between the parking lot and Belmont Loop, which is required due to the parking lot location. Having the parking lot between the buildings and the street allow the property owner to better utilize the lot and allows for vehicle and pedestrian circulation for the site.

Plazas, Courtyards and Seating Areas: The code calls for any building larger than four thousand square to have a plaza, courtyard or other pedestrian amenities near the main entrance. A pedestrian courtyard area is proposed between the two phase 1 buildings as both buildings are greater than four thousand square

feet. There will be 150 square feet of stamped concrete, as well as special interest landscaping and seating. The building for phase 2 is only 1800 square feet, so this requirement does not apply for this building.

Entrances: The proposed entrances for each tenant space will be covered with awnings and the man doors will be slightly recessed.

The code requires canopies and/or awnings be provided along a minimum of sixty percent of the facades that give access to the building with a minimum depth of five feet. It appears as proposed the canopies provided do not meet this minimum 60% coverage requirement. Please update the site plan to allow for the minimum 60% canopy coverage, and indicate that these canopies will be at least 5 feet in depth.

Articulation/Massing, Materials and Colors, Ground Level Details, Roofline: The center of the Phase 1 buildings will have a change in material color. The store fronts will incorporate a decorative stone or masonry material. The building depths are offset by 2.5 feet. The buildings will incorporate varying colored siding located midway up the buildings. Further, pedestrian scale signs, containers for seasonal plantings and lighting supported by ornamental brackets will be provided. Windows, man doors, and large garage doors are also used to break up the façade, assist with avoiding monotonous large walls, and add architectural interest.

The proposed roofline is flat. The code requires a flat roof to have extended parapets and projecting cornices on all visible sides to create a prominent edge when viewed against the sky. These cornices shall be made of a different material and color than the predominant siding of the building.

Transparency, Blank Wall Treatment: A minimum 30% of any ground floor façade that is visible from any public street, public space, or residential zone shall be comprised of windows with clear "vision" glass. The tenant spaces for the Phase 1 buildings will include 4' by 4' clear glass energy efficient windows, 2' by 2.5' glass panels in each of the overhead doors and 22" x 30" glass panels in each of the man doors for a total transparency area of 121.7 square feet. The phase 1 building façade area is calculated at 90' x 4' which equals 360 square feet. 30% of 360 square feet is 108 square feet. Therefore, the proposal exceeds the 30% requirement. The building for phase 2 will incorporate the same window and door styles and also exceed the minimum 30% transparency requirement. There will be a blank wall facing Belmont Loop, which is the side of the proposed phase 2 building. Vegetation and a seating area with special paving will be incorporated to meet the Blank Wall Treatment requirements.

Sidewalks and Street Trees, Curb Cuts and Driveways, Location of Parking Lot, Pedestrian and Bicyclist Connections, Site Screening and Buffers, Parking Lot Landscaping, Screening of Trash and Service Areas, Lighting: The proposed parking lot is located between the Phase 1 buildings and Belmont Loop. A minimum 10' landscaping strip is required, and proposed, to meet the screening requirement of the parking lot.

A pedestrian route from Belmont Loop to the proposed buildings is proposed at 5' wide identified by special pavement markings. The code requires pedestrian

connections be clearly defined with two elements as listed in the code, including: a six-inch vertical curb in combination with a raised walkway, a trellis, special railing, bollards, special paving, low seat wall and/or other architectural features, a continuous landscape area a minimum of three feet wide on at least one side of the walkway, except when walkway cross vehicular traffic lanes, pedestrian scale lighting, bollard lighting, accent lighting, or combination thereof to aid in pedestrian wayfinding, or an element not listed that meets the intent. The applicant proposes special paving for the pedestrian connection. A second element must be chosen from the list to meet the code.

A 10' wide landscape strip is proposed along the frontage of the development, which serves to screen the parking lot from Belmont Loop as required in the code. The new site access will provide adequate vision clearance for safety and no vegetation will be above 3' in height in this area. The parking lot landscaping provides the minimum of 1 tree per every 5 parking stalls. The applicant must submit a landscaping plan stamped by a license landscape architect with the civil submittal. On this landscaping plan, please show how all proposed landscaping meets the requirements of the code for screening and planting purposes, including the trees for parking lot landscaping. For the 10' wide landscaping strip, this area must consist of either low walls made of concrete, masonry, or other similar material and not exceeding a maximum height of three feet, with evergreen shrubs and groundcover materials along the outer side of the wall; raised planter walls planted with a minimum of eighty percent evergreen shrubs not to exceed a total height of three feet, including planer wall and landscape planting, and evergreen groundcover materials along the outer side of the planter wall; shrubs of which at least eighty percent are evergreen, not to exceed a total height of three feet, and evergreen groundcover materials; landscape plantings consisting of trees of which at least eighty percent are deciduous, shrubs of which at least eighty percent are evergreen, and evergreen groundcover materials. A clear view between three and eight feet above the ground shall be maintained; or an element not listed here that meets the intent.

Ornamental lighting is proposed on the buildings at the new man doors for all buildings. A lighting cut sheet is required as part of the final civil plan set. The narrative calls for the trash enclosure to be screened using an opaque fencing material or slatted chain link fencing. Slatted chain link fencing does not qualify as a sight-obscuring fence of the purposes of this section.

Signs: The individual tenant signage will consist of building enhancements with a mix of wall signage and projecting signs that will be supported by ornamental brackets. Proposed signage will require separate review and building permits.

**Conclusion:** With conditions of approval as listed, the proposal can comply with these standards.

## **Chapter 17.48 – Performance standards**

**Finding:** The requirements of this section cover hazards and nuisances including sound level, vibration, air emissions, smoke, dust, odors, industrial wastes, fire hazards, heat, glare, radioactivity and radio transmitters. There are no indications within the applicant's submittal that show a need for concern over potential for high levels of these hazards or nuisances. Further, nothing has been raised to the

attention of staff that indicates concerns that are not already covered by existing law that the applicant must comply with.

**Conclusion:** The proposal complies with this standard. A condition of approval is that these activities are limited to the hours of 7:00 am to 8:00 pm Monday through Saturday, and prohibited on Sundays.

#### **IV. CONDITIONS OF APPROVAL:**

1. A 4' landscaping strip and a 5' sidewalk is required as part of the frontage improvements.
2. Include Woodland standard details for water, sewer, erosion control, etc. as required to support the civil design when you submit drawings for final civil approval. The details can be found at [www.ci.woodland.wa.us/departments/public-works/standards.php](http://www.ci.woodland.wa.us/departments/public-works/standards.php).
3. ROW Permit: A ROW permit is needed for the required frontage improvements. All work in the ROW will need to meet City of Woodland Construction Standards.
4. The applicant will need to meet backflow and cross-connection requirements of Woodland Municipal Code 13.28.
5. Water and Sewer System Development Charges: System Development Charges for water and sewer are required for this property as it uses water and sewer infrastructure that was built with loans the City took out in 1994. The Water System Development Charge is \$3,526.32 and the Sewer Development Charge is \$1,028.02. These charges are subject to annual accrual of interest every February until paid off.
6. Water and Sewer Assessment Fees: Water and Sewer Assessment fees are required to hook up to the water and sewer systems. The costs for assessments depend on the water meter size installed. A 1" meter currently requires a water assessment of \$4,283, a meter deposit of \$853, a sewer assessment of \$6,078, and a new sewer inspection fee of \$232.
7. A stormwater covenant running with the land is needed to allow the City to inspect the stormwater facilities. The City can provide a copy of a draft covenant. This covenant needs to be signed and recorded prior to the City issuing a building permit.
8. The property owner and future tenants will need to ensure all proposed uses meet WMC 17.36 and are either outright allowed or permitted through a Conditional Use or Administrative Use permit. If a use is permitted through a Conditional use or Administrative Use permit, this permit must be obtained prior to performing the use.
9. A minimum 60% canopy coverage is required for all facades that give access to the building with a minimum depth of five feet. Please update the elevation and narrative to allow this 60% minimum requirement and ensure the canopies are at least five feet deep.
10. The code requires buildings with a flat roof to have extended parapets and projecting cornices on all visible sides to create a prominent edge when viewed against the sky. These cornices shall be made of a different material and color than the predominant siding of the building. Please update the elevation and narrative to meet this requirement.
11. Pedestrian connections between the public street, parking lot, and all buildings are required and a 5' wide connection with special paving is provided. However, the code requires two elements to define the pedestrian connection. Please update the site plan and narrative to show the pedestrian connection meeting the code requirement.
12. Please submit a landscape plan stamped by a licensed landscape architect as part of the final civil plan set. On this landscape plan, please show how all proposed landscaping meets the requirements of the parking lot screening (the 10' wide required landscape buffer between the parking lot and the street) and the parking lot trees.

13. Submit a lighting cut sheet as part of the final civil plan set.
14. Slatted chain link fencing does not qualify as a sight-obscuring fence. Please update the plan and narrative to show how the trash enclosure will be screened according to code requirements.
15. Proposed signage will require separate review and building permits.
16. In areas where noise and vibration from construction and business activities is an irritant or nuisance to the surroundings, these activities shall be limited to the hours between seven a.m. and eight p.m. weekdays, and prohibited on Sundays.

**APPEAL PROCEDURE:**

As per WMC 19.08.020 and 19.08.030, this Notice of Decision may be appealed to the Hearing Examiner within fourteen (14) days of the date this decision is issued. The appeal with grounds for appeal in writing shall be submitted to the City Planning Department **by 5:00 p.m., September 30, 2015.**

Any person may appeal this threshold determination in accordance with WMC 15.04.225 and then by filing such appeal in writing with the Clerk-Treasurer for the City of Woodland, WA, for service to the SEPA responsible official within fourteen (14) calendar days of the SEPA determination being final. Per WMC 19.08.030, appeals of SEPA Threshold Determinations shall be reviewed by the Hearing Examiner at open record predetermination hearings.

**Appeals must be submitted no later than 5:00 P.M. on September 30, 2015.**

**Responsible Official: Amanda Smeller, Community Development Planner**  
**City of Woodland**  
**PO Box 9**  
**230 Davidson Ave**  
**Woodland, WA 98661**  
**smellera@ci.woodland.wa.us**

**Date: 9/16/2015**      **Signature** 

CC:

- |                              |                     |
|------------------------------|---------------------|
| Robert Balmelli              | Planning Commission |
| Bret Fleager                 | City Council        |
| Those who submitted comments | Mayor               |
| Department Heads             | File LU#: 215-916   |
| Building Official            | Website             |

