



City of Winlock

323 N.E First Street
PO Box 777
Winlock, WA 98596
(360) 785-3811

Type II Staff Report and Decision Notice to Parties of Record

Project Name: Construction of Dollar General store and associated site improvements

The attached decision is final unless appealed to the city hearings examiner (Type II decision) as provided by WDC 1.030.130 within fifteen (15) calendar days after the date the notice of the decision is mailed.

The appeal closing date is **March 23, 2022**

An appeal of any aspect of this decision may be appealed to the Winlock City Hearing Examiner by a party of record only. A Party of Record includes the applicant and those individuals who submitted written testimony or a written request to be a "party of record," prior to the issuance of the decision.

The appeal shall be filed with the City Clerk and Community Development Director within fifteen (15) calendar days from the date the notice of final land use decision is mailed to parties of record.

Appeal Contents. An appeal shall include the appropriate fee and the following information:

1. A form provided for that purpose by the city;
2. The case number as designated by the city;
3. The name of the applicant;
4. The name, address, and signature of each appellant;
5. The specific aspect(s) of the decision and/or SEPA issue being appealed;
6. The reasons why each aspect is in error as a matter of fact or law; and
7. The evidence relied on to prove the error.

Process for an Appeal. For an appeal regarding a decision subject to a Type II process, the city clerk shall schedule a public hearing to be held by the hearing examiner not more than 35 days from the date a complete appeal was timely filed. Notice and a staff report shall be provided, a public hearing shall be conducted, and a decision shall be made and noticed regarding the appeal as for application subject to a Type III process in Section 1.030.100 WDC.

The public record in the case is available for review and can be reviewed Monday through Friday between 8 a.m. to noon and 1 p.m. to 5 p.m. at City Hall, excluding holidays.

For information about the case or to review the case file, please contact Robert Webster, City of Winlock Community Development Director, at winplan@cityofwinlock.com.

Mailed on: **March 08, 2022**

Type II Site Plan and Environmental Review Staff Report and Decision

Project Name: Construction of Dollar General store and associated site improvements

Proposal: The project proposes to construct an approximately 10,640-sqft Dollar General store and associated support facilities on a 1.66-acre site located between Cemetary Road and State Route 505.

Location: Corner of Cemetary Road and State Route 505 in Winlock, WA 98596. Parcel #006526012000

Owner: Farrell Property Investments, LLC; Sean McKenna

Applicant: Zaremba Group, LLC

Applicant's Rep: SCJ Alliance
Attn: Ross Jarvis
8730 Tallon Lane NE Suite 200
Lacey, WA 98516

Staff: Robert Webster - City of Winlock Community Development Director
Devin Jackson, City Engineer (*Consultant, Jackson Civil*)
Marissa Y. Jay, City Attorney (*Buzzard O'Rourke*)

Decision: Approved subject to Conditions

City of Winlock Community Development Director's initials: _____

Date issued:

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I. BACKGROUND

A. General Site Information

Parcel Zone: Mixed Use (MX)
Size of Site: 1.66 acres
Existing Vegetation: Grasses, trees
Existing Structures: None
Adjacent Land Uses: To the north is undeveloped land, the east has a commercial building and outbuilding, the property to the south is Christian Fellowship of Winlock, to the west is a dentist office.
Adjacent Zoning: To the north is an undeveloped parcel zoned C-1 and to the west is an undeveloped parcel zoned MX. To the south is a developed public parcel zoned MX, and to the east is a developed commercial parcel zoned MX.
Topography: Site predominantly slopes to the north at approximately 8%.
Wetlands: No Wetlands are known.
Flood Plain: Site appears on the National Flood insurance rate map dated December of 1981, map no. 530102044B, and is situated in zone "C" with an area of minimal flooding.
Shoreline Jurisdiction: Not applicable.
Access Roads: State Route 505

A. Land Use Processing

Application Submitted:	28 Day Counter Complete Determination
Decision:	56 Day for Review

Figure 1. Location



Parcel Number: 006526012000 X
Situs Address: 0 CEMETERY RD
Owner: FERRELL PROPERTY INVESTMENTS, LLC
Assessor's Use Description: 91 Residential Land - Undivided
Property Type: COM
Land Use: undeveloped/vacant
Land Value: 90,400
Improvement Value: 0
Total Value: 90,400
Total Acres: 1.66
Mail Address: 17786 DES MOINES MEMORIAL DR
City: BURIEN
State: WA
Zip: 98148

II. DOCUMENTS REVIEWED

The documents reviewed and considered in connection with this staff report include the following:

- A. Environmental SEPA checklist
- B. Preliminary plan set
- C. Architectural plan set
- D. Traffic impact analysis report
- E. Stormwater technical information report
- F. Cultural resources report
- G. General documents (i.e., legal description, owner consent, and permit application documents etc.)

III. AUTHORITY

Authority for this review is included in the Winlock Municipal Code (WMC), Winlock Development Code (WDC), and Design Guidelines (WDG). Including, Title 12 WMC “Streets, Sidewalk and Public Places”; Title 13 WMC “Public Services”; Title 15 WMC “Building and Construction”; Title 16 WMC “Environment”; 2019 City of Winlock Development Codes (WDC); and the City of Winlock Design Guidelines (WDG). The final decision on Type II Applications will be made by the City of Winlock Community Development Director.

IV. APPLICABLE REGULATIONS/ANALYSIS

A. Winlock Municipal Code

Title 12 STREETS, SIDEWALKS AND PUBLIC PLACES

12.05 Public Right-of Way Construction Permit

12.05.030 Permit required

All persons, corporations and/or utilities desiring to perform work upon, obstruct or make installations that cause disturbance, disruption or damage to city streets, alleys, rights-of-way, bridges, parking lots, parks, or other public places within the city (collectively the “public rights-of-way”) are required to obtain a permit from the city before proceeding therewith.

FINDING: The proposal will construct frontage improvements in the right of way. A permit is required and shall be obtained by the applicant prior to any work being performed. According to the narrative, the applicant is aware that permits will be required for this work. The standard is applied.

CONDITION OF APPROVAL: Prior to construction, the applicant shall apply for a right-of-way permit.

12.05.090 Minimum standards - Special conditions

All work to be performed in accordance with this chapter shall conform to the minimum requirements of the Standard Specifications for Public Works as adopted by the city.

FINDING: The site improvement plan general notes show all work in the public right-of-way shall conform to the minimum requirements of the standard specifications for public works, as adopted by the city, or latest edition of the WSDOT Standard Specifications for road, bridge and municipal construction. This standard is met.

12.25 Highway Access Management

12.25.010 RCW statutes adopted

Chapter 47.50 RCW is hereby adopted by reference to provide for the regulation and control of vehicular access and connection points of ingress to, and egress from, the state highway system within the incorporated area of the city of Winlock, Washington.

FINDING: The proposal's only vehicular access is from Cemetery Road, so the driveway does not have access to the state highway system; therefore, WMC 12.25 does not applied.

Title 13 PUBLIC SERVICES

13.15 On-Site Sewage Disposal Systems

13.15.020 Permits

- A. No person shall install or cause to be installed a new on-site sewage disposal system, or perform any alterations, extensions or relocations of connections to an existing system without a valid permit issued by the health department. Application for such a permit shall be made in writing on forms provided by the health department and shall be accompanied by the adopted fee.*
- B. The board of health shall establish the different types of permits required (e.g., new construction, repairs, remodels, etc.) and the guidelines for review and approval of each.*

FINDING: The proposal shows the new sewer main connects to the city public sewer system on SR 505, therefore WMC 13.15 does not apply.

13.20 Standard Level of Service for Water, Sewer, and Streets

13.20.010 Engineering required

In the review of development proposals the city of Winlock shall require an engineering analysis of water, sewers, city street systems and a 25-year storm event drainage analysis of areas impacted by development proposals.

FINDING: The proposal includes the submission of the fully complete preliminary plan set and associated reports for review and approval prior to commencing any construction or applying for or receiving any building permits. The standard is met.

CONDITION OF APPROVAL: Prior to engineering approval, the applicant shall submit a fully complete final civil engineering package for review and approval.

13.20.020 Concurrent improvements

The city shall require on-site improvement according to city standards as necessary to appropriately service the development and such improvement shall be accomplished concurrently with the development.

FINDING: The proposal will impact approximately 1.66 acres. The site will be graded to allow construction of the approximate 10,640 square feet of facility footprint and associated site improvements including site utilities, asphalt and concrete paving, and walkways. The site improvements shall be designed to meet city standards. This standard is met.

13.30 Cross-Connection and Backflow Prevention Manual

13.30.020 Cross connection control program and Backflow Prevention—Adoption of state regulations.

A. Cross Connection Control Program. The City’s Water and Sewer Department shall develop the City’s cross-connection control program following the rules and regulations of WAC 246-290-490. The Water and Sewer Department may refer to the current Manual of Cross-Connection Control (USC Manual) or the current Cross-Connection Control Manual Accepted Procedure and Practice (PNWS—AWWA Manual), or such other current references approved by the Department of Health as they presently exist or hereafter amended.

B. Backflow prevention. All installers of backflow assemblies (includes plumbing contractors, landscape contractors, or private citizens) shall obtain a plumbing permit prior to installation of a backflow assembly. All inspections of the installation shall be conducted as required in WMC 13.03.020.

a. To ensure proper operation and accessibility of all backflow prevention assemblies, the following requirements shall apply to the installation of these assemblies:

- i. Procedures for installing and testing backflow assemblies shall be in accordance with WAC 246-290-490 and the City of Winlock Cross-Connection and Backflow Prevention Manual 2017 as it presently exists or hereafter amended;*
- ii. Assemblies must be installed at the point of delivery of the water supply, before any branch in the line, on private property located just inside of the property line, or a location acceptable to the city;*
- iii. Assemblies must be protected from freezing and other severe weather conditions;*
- iv. All backflow assemblies to be installed shall be of a type and model approved for use in Washington State by the Department of Health.*

13.30.030 City of Winlock Cross-Connection and Backflow Prevention Manual 2017

Those certain standards and guidelines developed by the City Water and Sewer Department shall be entitled “City of Winlock Cross-Connection and Backflow Prevention Manual 2017” attached hereto as Exhibit “A” are adopted as official cross-connection and backflow prevention requirements and conditions for all existing and new domestic water service customers of the City. Compliance with the provisions of the manual shall be a condition of receiving the city of Winlock water supply.

FINDING: The proposal will construct a commercial water connection to the City’s current water system and a 1-inch DCVA backflow preventer. Additionally, the storm drainage and utility plan general notes indicate that backflow devices shall meet applicable requirements of the City of Winlock’s cross-connection and backflow prevention manual. The standard is met.

CONDITION OF APPROVAL: Prior to construction, the installer of any backflow prevention devices shall obtain a plumbing permit.

13.55 Solid Waste Collection and Disposal

13.55.010 Apartment, residential and commercial solid waste service

Any person owning or occupying an apartment, business or residence shall be required at the customer's expense to have solid waste service within Winlock city limits from the city's authorized collection/disposal contractor. The service requires that at all times to keep or cause to be kept portable containers for the disposal therein of solid waste and shall cause to be deposited therein such solid waste. Such containers shall be as authorized by the collection and disposal contractor; provided, at the discretion of the owner or occupant, a dumpster may be used as a container for an apartment complex. All such containers, except authorized recycling containers, shall have lids or shall otherwise be kept closed to prevent spillage or scattering of the contents to the wind, animals or otherwise. Such containers shall be kept in a sanitary condition and the outside thereof free from any accumulated grease and decomposed matter and shall be stored at least 15 feet from any property boundary line, unless said containers are stored within a fenced or screened area or otherwise not visible from the street.

FINDING: The site improvement plan includes two solid waste collection containers with a six-foot solid fence or combination of fence/vegetation creating an enclosure. The enclosure is approximately 80 feet from the property boundary line. The standard is met.

Title 15 BUILDINGS AND CONSTRUCTION

15.05 International Building Codes

15.05.010 Code adoption

The city of Winlock adopts the following codes:

- A. Adopted – International Building Code/International Residential Code.*
- B. Adopted – Uniform Plumbing Code.*
- C. Adopted – International Fire Code.*
- D. Adopted – International Mechanical Code and International Fuel Gas Code.*
- E. Adopted – International Property Maintenance Code.*
- F. Adopted – International Existing Building Code.*

15.05.030 Building code review and permit fees

The determination of value or valuation under any of the provisions of this code shall be made by the building official based on the valuation data established by the International Code Council (ICC) or other nationally recognized building organizations under the provisions of building standards valuation data. The value to be used in computing the building and building plan review fees shall be the total of all construction work for which the permit is issued as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire extinguishing systems and other permanent equipment. Single-family and duplex dwellings of wood frame construction having an area of more than 1,500 square feet per unit shall be valued at "good construction" rate. All others will be valued at "average construction" rate.

15.10 Building Permits

15.10.010 Building permit required

No person, firm or corporation shall commence any building construction or alteration the fair estimated cost of which exceeds the sum of \$99.99 within the city of Winlock, unless he or it has applied to the city treasurer for a building permit, has paid the fee therefor fixed in accordance with this chapter, and has secured a permit for such construction.

15.10.020 Application

The applicant for any such permit shall specify the name of the owner of the land on which the building construction or alteration is to be done, the legal description of such land, the name of the contractor or builder, and the estimated cost of such construction or alteration.

FINDING: The proposal includes the construction of a commercial building for which the applicant is required to submit engineered drawings that comply with the code requirements of this section. The applicant must apply for necessary building permits prior to construction. According to the narrative, building plans designed to comply with the City's adopted Building Codes, will be submitted for permit. The standard is applied.

CONDITION OF APPROVAL: Prior to construction, the applicant shall receive engineering approval by submitting all necessary plans and documents to satisfy the International Building and/or Residential Codes, the Uniform Plumbing Code, the International Fire Code, the International Mechanical and/or Fuel Gas Codes, the International Property Maintenance Code, and the International Existing Building Code. The applicant shall apply for all necessary building permits, pay associated fees, and be in possession of said permits.

15.15 Public Works Construction

15.15.010 Adopted

The 1977 Edition of "Standard Specifications for Municipal Public Works Construction," as prepared by the Washington State Chapter of the American Public Works Association, together with all future amendments, revisions and additions thereto, shall be, and the same hereby is, adopted and established as the Standard Specifications for Municipal Public Works Construction in the city of Winlock, Washington." The operative section is "all future amendments, revisions and additions

FINDING: The site improvement plan general notes show all work in the public right-of-way shall conform to the minimum requirements of the standard specifications for public works as adopted by the city or latest edition of the WSDOT Standard Specifications for road, bridge, and municipal construction. The standard is met.

15.25 Flood Damage Prevention

15.25.030 General provisions

- A. Lands to Which This Chapter Applies. This chapter shall apply to all areas subject to a base flood and/or designated as an area of special flood hazard within the jurisdiction of the city.*
- B. Basis for Establishing the Areas of Special Flood Hazard. The areas of special flood hazard identified by the Federal Insurance Administration in a scientific and engineering report entitled "The Flood Insurance Study for Lewis County," dated November 1981, with accompanying Flood Insurance Maps is hereby adopted by reference and declared to be a part of this chapter. The Flood Insurance Study is on file at the office of the city clerk-treasurer, Winlock City Hall, Winlock, Washington. In the event the map is insufficient, best available information should be used to determine the flood hazard zone.*

- C. *Compliance. All development shall hereafter proceed in compliance with the terms of this chapter and other applicable regulations.*
- D. *Abrogation and Greater Restrictions. This chapter is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions which may be enforced by private action among the affected parties. This chapter establishes the standards for public action.*
- E. *Interpretation. In the interpretation and application of this chapter, all provisions shall be:*
 - a. *Considered as minimum requirements;*
 - b. *Liberal construed in favor of the government body; and*
 - c. *Deemed neither to limit nor repeal any other powers granted under state statutes.*
- F. *Criteria for Land Management and Use. The standards and definitions contained in 44 CFR, Parts 59 and 60, for the National Flood Insurance Program are adopted as the minimum state standards by reference.*
- G. *Warning and Disclaimer of Liability. The degree of flood protection required by this chapter is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur on rare occasions. Flood heights may be increased by manmade or natural causes. This chapter does not imply that land outside the areas of special flood hazards or uses permitted within such areas will be free from flooding or flood damages. The city of Winlock and any of its officers or employees are not responsible for the accuracy of materials submitted for review and do not guarantee that flood damage will not result from reliance on this chapter or any administrative decision lawfully made thereunder.*

FINDING: The project location does not lie within a 100-year floodplain; therefore, this section does not apply.

15.25.040 Administration

- A. *Establishment of Development Permit. A development permit entitled flood hazard zone permit shall be obtained before construction or development begins within any area of special flood hazard established in WMC 15.25.030(B). The permit shall be for all structures including manufactured homes as set forth in WMC 15.25.020, Definitions, and for all other development including fill and other activities, also as set forth in WMC 15.25.020, Definitions. Application for a development permit shall be made on forms furnished by the building official and shall include (but not be limited to) site plans in duplicate drawn to scale showing the nature, location, dimensions, and elevations of the area in question; existing or proposed structures, fill, storage of materials, and drainage facilities; and the location of the foregoing. Specifically, the following information is required:*
 - a. *Elevation in relation to mean sea level of the lowest floor (including basement) of all structures;*
 - b. *Elevation in relation to mean sea level to which any structure has been floodproofed;*
 - c. *Certification by a registered professional engineer or architect that the floodproofing methods for any nonresidential structure meet the floodproofing criteria in WMC 15.25.060(B);*
 - d. *Description of the extent to which any watercourse will be altered or relocated as a result of proposed development; and*
 - e. *The applicant shall indicate the exact location of the proposed structures or development upon a copy of the flood hazard map and shall certify in writing that the location shown is correct. Applicant may also make such certification upon an accurate site plan showing location of readily identifiable physical features.*

- B. *Shoreline Management Permit.* A shoreline management substantial development permit issued pursuant to Chapter 90.58 RCW (Shoreline Management Act of 1971) and the Lewis County shoreline management master program may serve as the flood hazard zone permit for those developments and structures that are within both a flood hazard zone and an area under jurisdiction of the Shoreline Management Act.
- C. *Designation of the Local Administrator.* The building official is hereby appointed to administer and implement this chapter by granting or denying development permit applications in accordance with its provisions. The building official is authorized to adopt such rules as are necessary and appropriate to implement this chapter.
- D. *Duties and Responsibilities of the Building Official.* Duties of the building official shall include, but are not limited to:
 - a. *Permit Review.*
 - i. Review all development permits to determine that the permit requirements of this chapter have been satisfied.
 - ii. Review all development permits to determine that all necessary permits have been obtained from those federal, state, or local government agencies from which prior approval is required.
 - iii. Review all development permits to determine if the proposed development is located in the floodway. If located in the floodway, assure that the encroachment provisions of WMC 15.25.060(C)(1) are met.
 - iv. Provide a copy of the permit application and site plan to the planning department for review and comment.
 - b. *Use of Other Base Flood Data.* When base flood elevation data has not been provided in accordance with WMC 15.25.030(B), Basis for Establishing the Areas of Special Flood Hazard, the building official shall obtain, review, and reasonably utilize any base flood elevation and floodway data available from a federal, state, or other source, in order to administer WMC 15.25.060(B)(2), Specific Standards, Residential Construction; 15.25.060(B)(3), Specific Standards, Nonresidential Construction; and 15.25.060(C), Floodways.
 - c. *Information to Be Obtained and Maintained.*
 - i. Where base flood elevation is provided through the Flood Insurance Study or required as in subsection (D)(2) of this section, the developer shall provide to the building official the actual elevation, certified by a licensed land surveyor (in relation to mean sea level) of the lowest habitable floor (including basement) of all new or substantially improved structures, and whether or not the structure contains a basement. The building official shall record this elevation.
 - ii. For all new or substantially improved floodproofed structures:
 - 1. The developer shall provide to the building official the actual elevation, certified by a licensed land surveyor. The building official shall record this elevation.
 - 2. The building official shall maintain the floodproofing certifications required in subsection (A)(3) of this section.
 - 3. The building official shall maintain for public inspection all records pertaining to the provisions of this chapter.
 - d. *Alteration of Watercourses.*
 - i. Notify adjacent communities and the Department of Ecology prior to any alteration or relocation of a watercourse, and submit evidence of such notification to the Federal Insurance Administration.

- ii. *Require that maintenance is provided within the altered or relocated portion of said watercourse so that the flood-carrying capacity is not diminished.*
- e. *Interpretation of FIRM Boundaries. Make interpretations where needed, as to exact location of the boundaries of the areas of special flood hazards (for example, where there appears to be a conflict between a mapped boundary and actual field conditions). The person contesting the location of the boundary shall be given a reasonable opportunity to appeal the interpretation as provided in WMC 15.25.050.*

FINDING: The project location does not lie within a 100-year floodplain; therefore, this section does not apply.

15.25.060 Provisions for flood hazard reduction

A. General Standards. In all areas of special flood hazards, the following standards are required:

1. *Anchoring.*
 - a. *All new construction and substantial improvements shall be anchored to prevent flotation, collapse, or lateral movement of the structure.*
 - b. *All manufactured homes must likewise be anchored to prevent flotation, collapse, or lateral movement and shall be installed using methods and practices that minimize flood damage. Anchoring methods may include, but are not limited to, use of over-the-top or frame ties to ground anchors.*
2. *Construction Materials and Methods.*
 - a. *All new construction and substantial improvements shall be constructed with materials and utility equipment resistant to flood damage.*
 - b. *All new construction and substantial improvements shall be constructed using methods and practices that minimize flood damage.*
 - c. *Electrical, heating, ventilation, plumbing, and air-conditioning equipment and other service facilities shall be designed and/or otherwise elevated or located so as to prevent water from entering or accumulating within the components during conditions of flooding.*
3. *Utilities.*
 - a. *All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system;*
 - b. *New and replacement sanitary sewer systems shall be designed to minimize or eliminate infiltration of flood waters into the systems and discharge from the systems into flood waters; and*
 - c. *On-site waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding.*
4. *Subdivision Proposals.*
 - a. *All subdivision proposals shall be consistent with the need to minimize flood damage;*
 - b. *All subdivision proposals shall have public utilities and facilities such as sewer, gas, electrical, and water systems located and constructed to minimize flood damage;*
 - c. *All subdivision proposals shall have adequate drainage provided to reduce exposure to flood damage; and*
 - d. *Where base flood elevation data has not been provided or is not available from another authoritative source, it shall be generated for subdivision proposals and other proposed developments which contain at least 50 lots or five acres (whichever is less).*

5. *Review of Building Permits. Where elevation data is not available either through the Flood Insurance Study or from another authoritative source (WMC 15.25.040(D)(2)), applications for building permits shall be reviewed to assure that proposed construction will be reasonably safe from flooding. The test of reasonableness is a local judgment and includes use of historical data, high water marks, photographs of past flooding, etc., where available. Failure to elevate at least two feet above grade in these zones may result in higher insurance rates.*
- B. *In all areas of special flood hazards where base flood elevation data, the following provisions are required:*
1. *Flood Protection Elevation. In order to account for the impacts of future development on flood depths, and in order to ensure the least expensive insurance rates for flood plain occupants, all development within special flood hazard areas which requires elevation or floodproofing shall be elevated or floodproofed to or above the flood protection elevation (base flood elevation plus one foot).*
 2. *Residential Construction.*
 - a. *New construction and substantial improvement of any residential structure shall have the lowest floor, including basement, elevated to the flood protection elevation.*
 - b. *Fully enclosed areas below the lowest floor that are subject to flooding are prohibited, or shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters. Designs for meeting this requirement must either be certified by a registered professional engineer or architect or must meet or exceed the following minimum criteria:*
 - i. *A minimum of two openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding shall be provided.*
 - ii. *The bottom of all openings shall be no higher than one foot above grade.*
 - iii. *Openings may be equipped with screens, louvers, or other coverings or devices; provided, that they permit the automatic entry and exit of floodwaters.*
 3. *Nonresidential Construction. New construction and substantial improvement of any commercial, industrial, or other nonresidential structure shall either have the lowest floor, including basement, elevated to the flood protection elevation; or, together with attendant utility and sanitary facilities, shall:*
 - a. *Be floodproofed so that below the flood protection elevation the structure is watertight with walls substantially impermeable to the passage of water;*
 - b. *Have structural components capable of resisting hydrostatic and hydrodynamic loads and effects of buoyancy; and*
 - c. *Be certified by a registered professional engineer or architect that the design and methods of construction are in accordance with accepted standards of practice for meeting provisions of this subsection based on their development and/or review of the structural design, specifications, and plans. Such certifications shall be provided to the building official as set forth in WMC 15.25.040(D)(3)(b).*
 - d. *Nonresidential structures that are elevated, not floodproofed, must meet the same standards for space below the lowest floor as described in subsection (B)(1) of this section.*

- e. *Applicants floodproofing nonresidential buildings shall be notified that flood insurance premiums will be based on rates that are one foot below the floodproofed level (e.g., a building constructed to the base flood level will be rated as one foot below that level).*
- 4. *Manufactured Homes. All manufactured homes to be placed or substantially improved within Zones A1-30, AH, and AE shall be elevated on a permanent foundation such that the lowest floor of the manufactured home is at the flood protection elevation and be securely anchored to an adequately anchored foundation system in accordance with the provisions of subsection (A)(1)(b) of this section.*
- 5. *Critical Facilities. Critical facilities should be afforded additional flood protection due to their nature.*
 - a. *Construction of new critical facilities shall be, to the extent possible, located outside the limits of the 100-year flood plain as identified on the city's FIRM. Construction of new critical facilities shall be permissible within the 100-year frequency flood plain if no feasible alternative site is available. Critical facilities constructed within the 100-year frequency flood plain shall have the lowest floor elevated to three or more feet above the level of the 100-year frequency flood plain. Floodproofing and sealing measures must be taken to ensure that toxic substances will not be displaced by or released into floodwaters.*
 - b. *Access routes elevated to or above the level of the 100-year frequency floodplain shall be provided to all critical facilities to the extent possible.*

FINDING: The project location does not lie within a 100-year floodplain; therefore, this section does not apply.

Title 16 ENVIRONMENT

16.05 Environmental Policy

16.05.120 Environmental checklist

- A. *A completed environmental checklist, or a copy, in the form provided in WAC 197-11-960, shall be filed at the same time as an application for a permit, license, certificate, or other approval not specifically exempted in this chapter; except, a checklist is not needed if the city and applicant agree an EIS is required, SEPA compliance has been completed, or SEPA compliance has been initiated by another agency. The city shall use the environmental checklist to determine the lead agency and, if the city is the lead agency, for determining the responsible official and for making the threshold determination.*
- B. *For private proposals, the city will require the applicant to complete the environmental checklist, providing assistance as necessary. For city proposals, the department initiating the proposal shall complete the environmental checklist for that proposal.*
- C. *The city may require that it, and not the private applicant, will complete all or part of the environmental checklist for a private proposal, if either of the following occurs:*
 - a. *The city has technical information on a question or questions that is unavailable to the private applicant; or*
 - b. *The applicant has provided inaccurate information on previous proposals or on proposals currently under consideration.*

FINDING: The proposal includes the SEPA environmental checklist; thus, this standard is met.

16.05.210 SEPA and agency decisions.

This section contains rules (and policies) for SEPA's substantive authority such as decisions to mitigate or reject proposals as a result of SEPA. This section also contains procedures for appealing SEPA determinations to agencies or the courts.

FINDING: The City of Winlock, as lead agency, has reviewed the application and issued a Determination of Non-Significance and has allowed for the appropriate comment period. No permits will be issued prior to the completion of the appeals period.

B. Winlock Development Code

SECTION 2 - ZONING

Chapter 2.050 - Commercial Districts (C1, C2, and MX)

2.050.040 Mixed use district (MX)

E. Development standards

1. Residential/Commercial

- a. All mixed-use applications, larger than five acres in total size of the parent parcel, shall have a mixture of uses. Twenty percent (20%) shall be the minimum of any one use and at a minimum two (2) of the following uses shall be represented:
 - i. Residential,*
 - ii. Commercial,*
 - iii. Office,*
 - iv. Retail, or*
 - v. Recreational.**
- b. All mixed-use zoning applications which have a residential component shall provide a minimum of 8 residential units per net residential acre and a maximum of 24 residential units per net residential acre.*
- c. All types of residential developments may transfer density of up to two dwelling units per unbuildable gross acre from environmentally constrained land, as defined in the Critical Area Ordinance of this code, to the buildable portion of the site.*
- d. All applications for residential development, of more than five acres in size, shall include a mixture of (more than one) residential housing type, with no one housing type being more than 75% of the total number of residential units. Housing types generally include: single-family, multi-family, attached townhomes, detached townhomes and condominium dwellings.*

FINDING: The proposal site is 1.66 acres, which is less than 5 acres; therefore, the parcel does not require multiple uses. The proposed single commercial use complies with this section.

2. Lot Standards

- a. All development applications in the MX Zone shall comply with the applicable standards for lot area dimensions, building height, and setbacks in Table 2.050.040(B) WDC.*
- b. Single-family structures that are used for accessory commercial uses shall use the single family attached/ detached development standards.*
- c. The maximum "building height" shall exclude unique architectural features such as steeples, chimneys, flagpoles, electronic aerial, and cupolas.*

- d. Residential uses may utilize slope setback for yard area where sufficient area to establish a building is located outside the buffer. Land contained within the slope setback shall not count toward maximum lot area total or density calculations.

Table 2.050.040B Lot Standards

Standard	Commercial	Multi-Family	Single-Family	
			Attached	Detached
Minimum Lot Width	20 Feet	20 Feet	20 Feet	30 Feet
Minimum Lot Depth	60 Feet	60 Feet	60 Feet	60 Feet
Minimum Area	1,400 SF	1,400 SF	1,400 SF	3,000 SF
Maximum Area	N/A	N/A	N/A	15,000 SF
Maximum Lot Coverage	85%	85%	75%	60%
Maximum Height	60 Feet	35 Feet	35 Feet	35 Feet
Min. Front Setback	5 Feet	10 Feet	10 Feet	10 Feet
Min. Garage Setback From Public Street	5 Feet	5 Feet	18 Feet	18 Feet
Min. Garage Setback From Alley	5 Feet	5 Feet	5 Feet	5 Feet
Min. Side Setback	0 Feet Attached or 10 Feet Abutting Single Family	0 Feet Attached or 10 Feet Abutting Single Family	0 Attached / 4 Feet Non-Attached	4 Feet
Min. Street Side Setback	0 Feet	0 Feet	10 Feet	10 Feet
Min. Rear Setback	10 Feet	10 Feet	10 Feet	10 Feet

FINDING: The proposed Dollar General development lot width is over 300 feet (min. 20-foot required) and depth is over 250 feet (min. 60-foot required). The development site is 1.66 acres (72,310 sq. ft), which is more than 1,400 sq. ft. As shown on the site plan, approximately 60% of the lot area will be impervious surface upon completion. According to the architectural plan, the proposed building height is 20 feet (max. 60-foot height). Proposed development has

more than a 5-foot front setback, and 10-foot rear setback. Both front and rear setback requirements are satisfied. The development site does not have a garage area. The standard is met.

3. Active Open Space

- a. *Purpose. Because Mixed-Use areas typically require a higher density than many single family residential areas, active open space shall be a requirement of new developments. This active open space shall take the form of family parks to be located within ¼ mile of the area that they serve. Access is typically by walking or bicycle. User groups are diverse and vary with the recreational amenities provided.*
- b. *These parks shall be constructed by developers and operated and maintained by homeowners' associations (HOA's) or another body approved by the Winlock City Council. Family parks are not intended to be operated, maintained or financed by the city, and as such are not eligible for Park Impact Fee (PIF) credits.*
- c. *Facilities. Family parks are meant to service local residents of all ages with a special emphasis on younger children (2-12 years of age). One family park of a minimum of 7,500 square feet of park space shall be developed per 25 dwelling units and shall be designed and constructed to primarily serve children in the 2-year to 12-year age group, including appropriate facilities for parental supervision. The park design and layout shall meet current Winlock Park Standard requirements and Americans with Disabilities Act (ADA) regulations. Family parks shall be designed by a Landscape Architect licensed in the State of Washington. While many of the facility choices should be left to the individual developers in order to better suit the needs and desires of that development, some required facilities shall be in all family parks, unless otherwise agreed upon by the review authority. These required facilities shall include at a minimum:
 - i. *Pedestrian circulation paths on paved surfaces,*
 - ii. *Two 4-foot benches,*
 - iii. *One Trash Receptacle,*
 - iv. *Bike rack(s) to accommodate a minimum of 6 bicycles,*
 - v. *One play structure for parks intended primarily for children's use, and*
 - vi. *One picnic table.*
 - vii. *The remaining park space shall be covered with live vegetation, or other acceptable surface.*
 - viii. *All areas established with live vegetation shall be irrigated by a permanent, belowground, automatic irrigation system.**
- d. *Policing of the parks. As policing of the parks is a critical concern for the City, several requirements shall be met for family parks.
 - i. *A minimum of one side of the park shall abut a public road, unless approved by the Planning Director.*
 - ii. *Street lighting shall be used to illuminate the park for citizen and police patrols to see into the park at night from the street.**
- e. *Administration of family parks. A complete preliminary land use application in a Mixed-Use district shall include a preliminary park site plan and landscape plan. The preliminary site plan shall depict the location and number of play structures, bike parking structures, surface materials, how ADA requirements are being met, furnishings, and pedestrian circulation routes. The preliminary landscape plan shall depict the location of plant materials, species and size at time of planting. The City shall not approve the final plat or final master plan of any phase of a mixed-use*

application in which a family park is required unless the City Engineer and Planning Director have reviewed and approved the final plans and specifications for the family park. The final site plan and final landscape plan shall provide all information contained in the preliminary plans with additional construction information including but not limited to: Irrigation Plan, Construction Details, Grading, CC&R's, Utility Services and parking. The application for preliminary plat or master plan and final plat or master plan approval shall provide a mechanism for the continual care and maintenance of the family park by either a homeowner's association or other body approved by the Planning Director.

- f. Completion timetable. Family parks shall be completed prior to the issuance of the occupancy permit of the 25th dwelling unit within the approved development.*
- g. Fence/Hedge. A fence or vegetative buffer shall be used for the screening of park borders where they abut a residential area. This screening should be a minimum of 3.5 feet in height and shall not exceed six feet in height. Neither the fence nor hedge shall be fully sight obscuring.*

FINDING: The proposal does not create residential units; therefore, this section does not apply.

4. Landscaping and Open Storage

- a. Landscaping. Mixed-Use districts require the provision of a high degree of landscape amenities for visitors and residents. MX districts shall provide tree lined streets with planter strips and/or tree wells as a unifying element. On-site plantings, with individual character, are encouraged to provide multiple layers of plantings, including canopy trees, understory trees, shrubs and groundcover. Seasonal interest is encouraged through the use of blooming sequence, fragrance, fall color, and specimen plant materials. Introduction of other landscape architectural hardscape elements such as: use of natural stone, sculpture, water features, enhanced paving, accent lighting, site furnishings, recreational facilities, and the like are strongly encouraged. Preservation of environmentally constrained areas as natural areas and the restoration of buffer areas with native plant materials and recreational opportunities are priorities.
 - i. All landscape plantings shall be irrigated with an automatic, underground irrigation system designed with water conservation features. Use of techniques, such as separate water zones based on soil type, sun exposure, and plant water requirements is encouraged. All required plant materials shall meet or exceed specifications established by the American Association of Nurserymen for nursery stock.*
 - ii. At least 15% of the gross square footage of the master planned site and each individual site must be landscaped.*
 - iii. All setback areas shall be landscaped and maintained with live vegetation.*
 - iv. Commercial uses in the Mixed-Use (MX) zone abutting a residential use shall be screened. Screening may be accomplished using sight-obscuring vegetation, a sight-obscuring fence or wall, a berm, or a combination of approaches not to exceed six feet. A chain link fence containing slats does not qualify as a sight-obscuring fence for the purposes of this section. If a sight-obscuring fence or wall alone is erected as screening within the setback area, features providing visual interest, such as varied building materials, textures, reliefs or architectural details shall be incorporated on the side facing the residential zone. The property owner shall be**

responsible for maintaining the vegetation and screening structure in a healthy state.

- v. *Only under the following conditions may freestanding walls, fences and hedges be permitted along public or private streets or sidewalks:*
 - A. *The maximum height of any wall, fence, or hedge shall be six feet so long as the fence height does not interfere with safe line of sight as determined by the City Engineer.*
 - B. *Barbed wire, razor wire, electric and other dangerous fences are prohibited.*
- b. *Open Storage. Open storage is prohibited. Long-term parking of operational company cars, light trucks and vans within parking lots shall not be construed to be open storage. Trash and recycling containers located outside of a building shall be screened by a six-foot solid (100% opaque) fence or a combination of fence and vegetation.*

FINDING: The proposal includes a landscaping plan; therefore, WDC 2.050.040(E)(4) is satisfied. The landscape notes indicate:

- A. At least 15% of the gross square footage of the site will be landscaped as required by code. The site totals approximately 72,310 sq feet, at a minimum 10,846 sq ft will be landscaped.
 - B. Landscaping will be provided in setbacks as required.
 - C. Irrigation will be provided in landscaped areas as required by code.
 - D. Trash enclosure shown on the site plan will be enclosed by a 6-foot solid fence. More info will be provided at the building permit submission.
5. *Conversion of Existing Structures. An existing residential structure may not be converted to a commercial or office use unless consistent with this chapter.*

FINDING: The site is currently undeveloped land, and there are no existing structures on the site. Therefore, this standard does not apply.

6. *Parking and Loading.*

- a. *Off-street parking in the MX district(s) shall be in compliance with Chapter 3.280 WDC.*
 - i. *Up to 30% of the parking requirements for dedicated commercial uses may be fulfilled by counting on-street parking directly abutting the commercial use through approval from the Winlock Planning Director.*
 - ii. *Single-Family or Condominium Residential structures containing less than 1,000 square feet of accessory commercial space and abutting a public street with on-street parking shall be required to provide parking as required for the residential use plus one additional on-site parking space. In addition to the approved road sections, the Public Works Director may approve alternate on-street parking configurations such as head-in parking, or head-in angled parking.*
- b. *Shared parking between and among uses is encouraged and shall be permitted in accordance with Chapter 3.280 WDC.*
- c. *Signs. The requirements of Chapter 3.275 WDC are applicable to the Mixed-Use district and must be met. The commercial requirements shall be used when determining what sign and sign types are allowed or prohibited in this zone. Signage for accessory commercial uses located within single family or condominium structures shall be limited to a maximum size of 4 square feet and constructed of natural*

materials, such as metal, wood, glass, window painting or stone. Internally lighted signs are prohibited.

FINDING: Please see discussion Chapters 3.275 and 3.280 WDC on pages 33 – 36 of this Staff Report for compliance with this section.

7. *Building Orientation. The primary building entrance shall be oriented to the major street on which the building has access, a street corner, plaza or park. The building may have other entrances if direct pedestrian access is provided to all entrances. Building design should take advantage of natural light and develop prominent view corridors.*

FINDING: Per the site improvement plan, the primary building entrance is on the corner of the building so that the front door facing Cemetery Road and SR 505. The narrative indicates this building orientation will help west bound drivers see that the access to the site is off Cemetery Road and not SR 505. The standard is met.

8. *Pedestrian Access.*

- a. *An on-site pedestrian circulation system that links public and private streets and the primary entrance(s) of all the structure(s) on the site shall be provided. Sidewalks or pedestrian ways must connect the required pedestrian system to existing pedestrian systems on adjoining developments if adequate safety and security can be maintained. Convenient delineated pedestrian access to transit stops shall be provided. Pedestrian surfaces shall be a minimum of six (6) feet in width, unless otherwise approved by the Public Works Director, and conform to the ADA requirements adopted by Winlock and the State of Washington.*
- b. *Public sidewalks shall be required and constructed according to the City's road standards.*
- c. *Where the pedestrian system crosses driveways, parking areas and loading areas, it must be clearly identifiable, through the use of elevation changes, speed bumps, a different paving material, or other similar method approved by the reviewing authority. Striping may be permitted only in conjunction with at least one (1) of the preceding methods.*
- d. *Lighting for parking lots and pedestrian ways shall be provided to ensure personal safety and shall be shielded downward to prevent upward and off-site glare.*
- e. *Lighting shall be integrated into the architectural character both in terms of illumination and fixtures. Lighting shall not produce glare or negatively impact off-site uses or traffic on adjacent streets. On-site lighting shall utilize cutoff fixtures designed to orient light downward and contribute toward a dark sky.*

FINDING: This proposal depicts frontage improvements along SR 505 and Cemetery Road including public sidewalks. According to the site improvement plan, the pedestrian accesses to the site are 5-foot wide of concrete sidewalk from Cemetery Road and a 5-foot wide of gravel pathway from SR505. The slope from the site to SR505 is fairly steep and therefore ADA access is provided only from Cemetery Road. Additionally, the submittal also includes a photometric plan showing proposed light levels across the site. The standard is met.

9. *Site Planning and Architectural Design Guidelines*

- a. *Commercial and Multifamily Development:*

- i. *Blank walls facing public streets are discouraged. Features providing visual interest such as windows (genuine, false, or display), artwork, varied building materials, relief panels, trim, balconies, ledges or other techniques shall be employed to enhance building facades facing public streets.*
 - ii. *Roof lines shall be a minimum of 6/12 for pitched roofs. Lower pitched roofs or parapet roof lines shall provide additional architectural detailing including but not limited to: cornice, cap, relief panels, bay windows, shade projections, rain protection, eaves, dormers, ledges or overhangs as approved by the Planning Director.*
 - iii. *Rain protection shall be located at the primary entrance that is effectively designed to provide a minimum of 50 square feet of rain protection. This protection may use a single or combination of techniques such as: awning, eve, alcove, airlock, recessed entry or porte-cochere.*
 - iv. *Finished surfaces on building elevations shall emphasize use of architectural grade natural building products such as wood, masonry, metal, glass, stucco, fiber cement, cultured stone or other stone materials. Use of plywood, vinyl, plastic composites, fiberglass or similar are prohibited unless otherwise permitted by the Planning Director.*
 - v. *A diverse use of color is encouraged to display individuality within the community. Finished surfaces suitable for painting shall incorporate a color palette of at least two colors consisting of a base color and an accent (trim color). Repetitive or predictable alternate color schemes are discouraged.*
 - vi. *Hardscaping (i.e., curb-to-façade sidewalks with pedestrian amenities) may be substituted in lieu of landscaping requirements subject to review and approval of the review authority.*
- b. *Single-Family Residential:*
- i. *Garages facing a public street shall be set back a minimum of 18 feet from the front property line. The front plane of the garage door cannot extend beyond the front plane of the primary façade. Garages facing an alley shall be set back a minimum of 5 feet from the rear property line. Garage doors shall have a minimum of 50 % of their area decorated with glazing, relief panels, or similar ornamentation.*
 - ii. *Porches, balconies or similar entry appendages may project into the front yard setback up to five feet. Porches shall be designed as functional spaces with a minimum depth of 5 feet.*
 - iii. *Rooflines shall be a minimum of 6/12 for pitched roofs. Lower pitched roofs or parapet rooflines shall provide additional architectural detailing including but not limited to: cornice, cap, relief panels, bay windows, shade projections, rain protection, eaves, dormers, ledges or overhangs as approved by the Planning Director.*
 - iv. *Rain protection shall be located at the primary entrance that is effectively designed to provide a minimum of 25 square feet of rain protection. This protection may utilize a single or combination of techniques such as: awning, eve, alcove, airlock, recessed entry or porte-cochere.*
 - v. *Finished surfaces on building elevations shall emphasize use of architectural grade natural building products such as wood, masonry, metal, glass, stucco, fiber cement, cultured stone or other stone materials. Use of plywood, vinyl, plastic composites, fiberglass or similar are prohibited unless otherwise permitted by the Planning Director.*

- vi. *A diverse use of color is encouraged to display individuality within the community. Finished surfaces suitable for painting shall incorporate a color palette of at least two colors, consisting of a base color and an accent (trim color). Repetitive or predictable alternate color schemes are discouraged.*
- F. *Special Limitations on Uses. All uses in the MX district(s) shall meet all of the following conditions:*
 - 1. *Odor, noise, emissions, vibration, heat and glare (except for exterior lighting) shall be controlled within the confines of the building or structure.*
 - 2. *No movement of heavy equipment on and off the site shall occur, except for truck deliveries.*
 - 3. *No outdoor testing of products or processes shall take place on the site.*
 - 4. *No highly combustible, explosive, or hazardous materials or waste shall be permitted on site.*
 - 5. *Drive-through facilities require a conditional-use permit as part of the approval process.*

FINDING: The proposal is for a commercial building, therefore, WDC 2.050.040(E)(9)(a) and the special limitations in WDC 2.050.040(F) apply. The submittal documents include an architectural design plan; therefore, this standard is met.

CONDITION OF APPROVAL: Prior to engineering approval, architectural and site design plans satisfying all parts of WDC Section 2.050.040.I. Site Planning and Architectural Design Guidelines shall be submitted and approved by the City.

SECTION 3 - LAND DIVISION AND DEVELOPMENT

Chapter 3.215 Site Plan Review

3.215.040 Site plan review types and procedures

A. Site plan reviews shall be classified and processed as follows:

- 1. *Building Permit Reviews. These types of reviews shall be processed as a Type I land use action. These site plan reviews are typically relatively minor in nature, consistent with the zoning of surrounding land uses and do not have a substantial impact on the natural and built environment. The following are classified as Type I site plan reviews:*
 - a. *Changes in use of an existing structure or site;*
 - b. *New construction or expansions of existing construction which do not exceed:*
 - i. *Four thousand square feet of additional floor area,*
 - ii. *Twenty new parking spaces,*
 - iii. *Four new multifamily residential units,*
- 2. *Development Reviews. These types of site plans shall be processed as a Type II land use action. These types of reviews are typically more substantial in nature and may have potential incompatibility with surrounding zoning or land uses or may have a more substantial impact on the natural and built environment. The following are classified as Type II site plan reviews:*
 - a. *Any development which is not listed as a Type I site plan in subsection (A)(1) of this section or listed as exempt under Section 3.215.030 WDC;*
 - b. *Any development subject to SEPA pursuant to Winlock's Critical Areas Ordinance (CAO) - (Environmental Policy).*

3. *Binding Site Plan Reviews. Binding site plans shall be processed as a Type II land use action. A binding site plan functions as an alternative to dividing commercial or industrial property through the platting process by designating a specific use and configuration and binding that to the site through a restrictive covenant. A binding site plan is required for any proposal which involves the division of commercial or industrial property for the purposes of sale, lease or transfer of ownership without completing the platting process pursuant to this title and Chapter 58.17 RCW. Binding site plans shall be completed consistent with the requirements and provisions of RCW 58.17.035 and this chapter:*
 - a. *Binding site plans shall be valid for the same period as a site plan. If the development has not been completed within the time frame, the binding site plan shall expire and a notice recorded to such effect.*
 - b. *Revisions to binding site plans are permitted so long as any revisions complete a site plan review process and are consistent with the regulations in effect at the time of application for revisions.*
 - c. *If a binding site plan expires or is vacated the parcel boundaries shall return to the original configuration.*
 - d. *Vacation of a binding site plan shall be subject to a Type II review process and shall require the signatures of all current owners of the parcels involved.*
- B. *If a site plan review is part of an overall application (i.e., CUP) that is subject to a higher review process, the site plan review shall be considered in conjunction with the overall application.*

FINDING: Based on WAC 197-11-800 (1)(a)(iv), the new construction of a commercial building with 4,000 square feet of gross floor area, and parking facilities designs for twenty automobiles are exempt from threshold determination and EIS requirements. However, the proposal shows the construction of a building with approximately 10,460 sq. ft. of floor area, and 34 parking spaces. Thus, this application is subject to SEPA review, and is being reviewed as a Type II application. This standard is met.

Chapter 3.225 Legal Lot Determination

3.225.010 Legal Lot Determinations

A. Purpose and Summary

1. *The purpose of this section is to provide a process and criteria for determining whether parcels are lots of record consistent with applicable state and local law, and to include a listing of potential remedial measures available to owners of property which do not meet the criteria.*
 2. *In summary, parcels are lots of record if they were in compliance with applicable laws regarding zoning and platting at the time of their creation. Zoning laws pertain primarily to the minimum lot size and dimensions of the property. Platting laws pertain primarily to the review process used in the creation of the lots. Specific provisions are listed herein.*
- B. *Applicability. The standards of this section apply to all requests for lot determinations, or for building permit, placement permit, site plan review, short plat, subdivision, conditional use permit, rezone, or comprehensive plan change application.*

C. *Determination Process. Lot of record status may be formally determined through the following ways:*

1. *Lot Determinations as Part of a Building Permit or Other Development Request. Building or other development applications for new principal structures on parcels which are not part of a platted land division shall be reviewed by the city for compliance with the criteria standards of this section, according to the timelines and procedure of the building permit or other applicable review involved. Lot determination fees pursuant to the Winlock Fee Schedule shall be assessed, unless the parcel was recognized through a previous lot determination or other review in which such recognition was made. Lot determination fees will be assessed for placement or replacement of primary structures. A separate written approval will not be issued unless requested by the applicant.*
2. *Lot Determinations Requests Submitted Without Other Development Review. Requests for determinations of lot of record status not involving any other city development reviews shall apply for lot determination. A Type I process per Section 1.030.080 WDC shall be used. The city will issue a letter of determination in response to all such requests.*

D. *Application and Submittal Requirements.*

1. *The following shall be submitted with all applications for lot determination, or applications for other development review in which a lot determination is involved.*
2. *Prior city/county short plat, subdivision, lot determination or other written approvals, if any, in which the parcel was formally created or determined to be a lot of record;*
3. *Sales or transfer deed history dating back to September 15, 1975;*
4. *Prior segregation request, if any;*
5. *Prior recorded survey, if any;*
6. *At the discretion of the applicant, any other information demonstrating compliance with criteria of this section.*

E. *Approval Criteria.*

1. *For a parcel to be deemed a legal lot of record the following must apply:*
 - a. *After September 15, 1975, a lot less than five acres in size must have been created through the county process of sub-division (plat) or short sub-division (short-plat).*
 - b. *Prior to July 26, 1999, to create a legal lot, one of the following must have been recorded:*
 - i. *An approved sub-division or short sub-division, or*
 - ii. *A legally recorded deed or title describing the property (if not subject to subdivision, i.e. lots greater than 5 acres in size), or*
 - iii. *A survey or record recorded at the County Auditor's Office, or*
 - iv. *A recorded Metes and Bounds Description (paper survey), or*
 - v. *An approved "innocent purchaser" variance in which the purchaser paid money for an "illegally-created" lot.*
 - c. *After July 26, 1999, the lot must have been created and approved through the county process of (a) sub-division, (b) short sub-division, or (c) large lot sub-division, and have been recorded at the County Auditor's Office,*
 - d. *If all lots are 20 acres in size or greater, they must have a Survey of Record or a Deed with a Metes and Bounds Description recorded at the Auditor's Office,*

- e. *If the lot was purchased after July 26, 1999, an “innocent purchaser” may application to the County Hearings Examiner to have his lot declared legal for development.*

NOTE: Tax partitions do not by themselves create legal lots for development. They only provide for the orderly collection of taxes.

- 2. *Public Interest Exception, Discretionary. The responsible official may, but is not obligated to determine that parcels meeting the following criteria are lots of record:*
 - a. *Zoning. The parcel lacks enough area or dimension to meet current zoning requirements but meets minimum zoning dimensional requirements, including lot size, dimensions and frontage width, in effect at the time the parcel was created; and*
 - b. *Platting.*
 - i. *The responsible official determines that conditions of approval which would have been imposed if the parcel been established through platting under current standards are already present on the land; or*
 - ii. *The property owner completes conditions of approval which the responsible official determines would otherwise be imposed if the parcel had been established through platting under current standards. Preliminary and final submittal plans shall be required where applicable.*
 - c. *The responsible official shall apply the following factors in making a lot of record termination under the discretionary public interest exception:*
- 3. *The parcel size is generally consistent with surrounding lots of record within one thousand (1,000) feet;*
- 4. *Recognition of the parcel does not adversely impact public health or safety;*
- 5. *Recognition of the parcel does not adversely affect or interfere with the implementation of the comprehensive plan; and*
- 6. *Recognition of lot of record status based on the public interest exception shall be valid for five (5) years from the date of lot determination or review in which the determination was made. If a building or other development permit is not sought within that time, the determination will expire. Applications for development or lot recognition submitted after five (5) years shall require compliance with applicable standards at that time.*
- 5. *De Minimis Lot Size Standard. For the purposes of reviewing the status of pre-existing lots for compliance with platting and zoning standards, parcels within one percent (1%) of minimum lot size requirements shall be considered in compliance with those standards. Parcels within ten percent (10%) of lot size standards shall be similarly considered in compliance unless the responsible official determines that public health or safety impacts are present.*

FINDING: The proposal is a site plan review; therefore, Chapter 3.225 WDC apply to this proposal.

CONDITION OF APPROVAL: Prior to engineering approval, the project owner shall provide all necessary documents per WDC Chapter 3.225 Legal Lot Determination, section D Application and Submittal Requirements for city review and approval.

Chapter 3.230 Monumentation, Survey and Drafting Standards

3.230.030 Property line monumentation

All front corners, rear corners, and beginnings and endings of curves shall be set with monuments, except as provided in Section 3.230.050 WDC. In cases where street curbs are concentric and/or parallel with front right-of-way lines, front property line monumentation may be provided by brass screws or concrete nails at the intersections of curb lines and the projections of side property lines. If curb monumentation is used, it shall be noted on the plat, and that such monumentation is good for projection of line only and not for distance.

3.230.060 Survey Standards

All surveys shall comply with standards set forth by state statutes, drafting standards of this title, and Chapter 332-130 WAC, except that linear closures after azimuth adjustment shall be at least a ratio of one to 10,000 for WAC 332-130-050(1)(c), (d), (e). Where conflicts are identified, the most restrictive standards shall prevail.

3.230.070 Elevations or vertical information

Where required, any elevations or vertical information shall have an accuracy of third-order specifications as published by the U.S. Department of Commerce in a bulletin entitled, "Classification, Standards of Accuracy, and General Specifications of Geodetic Control Surveys," and benchmarks with the datum used shall be shown on the plat.

3.230.080 Preferred scale proportions

The preferred scale proportions for preliminary and final plats are ratios as follows:

- A. 1:600 (one-inch equals 50 feet);
- B. 1:1,200 (one-inch equals 100 feet); and
- C. 1:2,400 (one-inch equals 200 feet); but in no case shall the proportion exceed 1:2,400.

3.230.100 Lettering

Lettering shall be at least one-tenth inch high, and the perimeter of the final plat shall be depicted with heavier lines (dashed) than the remaining portion of the plat.

3.230.110 Location

All data necessary for the location in the field of all points within the plat shall be shown. Straight lines shall be designated with bearing and distance; curves shall be designated by arc length, central angle, and radius. All dimensions shall be in feet, and decimals thereof to the nearest one-hundredth of a foot, except that angles shall be in degrees to the nearest second.

FINDING: The Survey Plan Sheet indicates (1.) "monuments placed or found at all major corners of the boundary of the property are shown on map." and (2.) "this survey meets or exceeds the standards of WAC 332-130-090 and 332-130-145." Chapter 3.230 WDC is satisfied.

Chapter 3.240 Mitigation of Adverse Impact

3.240.020 Determination of direct impacts

- A. Before any development is given the required approval or is permitted to proceed, the review authority shall determine all impacts, if any, that are a direct consequence of the

proposed development and which require mitigation, considering but not limited to the following factors:

- 1. Predevelopment versus post development demands upon city streets, drainage facilities, parks, playgrounds, recreation facilities, schools, police services, and other Development facilities or services;*
 - 2. Likelihood that a direct impact of a proposed development would require mitigation due to the cumulative effect of such impact when aggregated with the similar impacts of future development in the general vicinity of the proposed development;*
 - 3. Size, number, condition and proximity of existing facilities to be affected by the proposed development;*
 - 4. Nature and quantity of capital improvements reasonably necessary to mitigate specific direct impacts identified as a consequence of the proposed development;*
 - 5. Likelihood that the users of the proposed development will benefit from any mitigating capital improvements;*
 - 6. Any significant adverse environmental impacts of the proposed development;*
 - 7. Consistency with the city's comprehensive plan;*
 - 8. Likelihood of city growth by annexation into areas immediately adjacent to the proposed development;*
 - 9. Appropriateness of financing necessary capital improvements by means of local improvement districts;*
 - 10. Whether the designated capital improvement furthers the public health, safety or general welfare;*
 - 11. Any other facts deemed by the review authority to be relevant.*
- B. The cost of any investigations, analysis or reports necessary for a determination of direct impact shall be borne by the applicant.*

3.240.030 Mitigation of direct impacts

- A. The review authority shall review an applicant's proposal for mitigating any identified direct impacts and determine whether such proposal is an acceptable mitigation measure considering the cost and land requirements of the required improvement and the extent to which the necessity for the improvement is attributable to the direct impacts of the proposed development. Such developments will not be approved by the review authority until provisions have been made to mitigate identified direct impacts that are consequences of such development.*
- B. The methods of mitigating identified direct impacts required as a condition to any development approval may include, but are not limited to, dedication of land to any public body and/or offsite improvements.*

3.240.040 Voluntary payment agreements as alternatives to dedication and improvements

- A. In lieu of a dedication of land or to mitigate a direct impact that has been identified as a consequence of a proposed development, subdivision or plat, the city may approve a voluntary payment agreement with the developer; provided, however, no such agreement shall be required as any condition of approval, and any such agreement shall be subject to the following provisions:*
- a. The review authority must find that the money offered will mitigate or is a satisfactory alternative to mitigate the identified direct impact.*

- b. *The payment shall be held in a reserve account and may only be expended to fund a capital improvement agreed upon by the parties to mitigate the identified direct impact.*
 - c. *The payment shall be expended in all cases within five years of collection, unless otherwise agreed to by the developer and approved by his legal advisor due to the unique circumstances involved.*
 - d. *Any payment not so expended shall be refunded to the property owners of record at the time of the refund with interest at the rate applied to judgments at the time of the refund. However, if the payment is not expended within five years due to delay attributable to the developer, the payment shall be refunded without interest; provided, property owners entitled to a refund and/or interest under the provisions of this chapter may voluntarily and in writing waive their right to a refund for a specified period of time in the interests of providing the designated capital improvement or any other capital improvement identified by the property owner.*
 - e. *Any voluntary payment is not to be in lieu of any impact fees that are paid to the city for development impacts.*
- B. *Further, at the time a developer enters into a voluntary agreement pursuant to this chapter, the developer may voluntarily and in writing waive on behalf of the developer and subsequent purchasers the right to interest and/or a refund in order to facilitate completion of an improvement. Under no condition shall such a waiver be required as a condition of approval. Such waiver shall be recorded with the Lewis County Assessor's office and shall be binding on subsequent owners.*

FINDING: According to the traffic impact analysis report and cultural resources report submitted by the Applicant, there are no mitigation recommendations. The standard does not apply.

Chapter 3.245 Supplementary Development Standards

3.245.020 Height of fences and hedges

1. *Front and Street Side Yards. Fences and hedges shall be no higher than six feet (measured from ground level) within five feet of a front property line or street side property line.*
2. *Interior Side and Rear Yards. Fences and hedges shall be no higher than six feet (measured from ground level) along interior side and rear property lines.*

FINDING: Pursuant to 2.050.040(E)(4) WDC, which states: "Commercial uses in the Mixed-Use (MX) zone abutting a residential use shall be screened", the development site is not abutting a residential area and the screenings are not required. The standard does not apply.

3.245.030 Solid waste

If refuse containers are used by more than one unit for temporary storage of solid wastes, the container(s) shall be screened from view from off-site by a sight-obscuring fence and/or evergreen landscaping and the area kept clean of all litter.

FINDING: This proposal includes two containers for the commercial building. The solid waste containers are shown in an enclosure screened by a six-foot solid fence or combination of fence/vegetation; therefore, this standard is met.

3.245.040 Lighting

A. Street lighting shall be a required component of all residential, commercial and industrial developments within the city of Winlock. Lighting plans shall be a required component of complete preliminary subdivision, short plat and site plan applications. All lighting plans shall be approved by the city’s Planning Director.

1. Lighting, including permitted illuminated signs, shall be designed and arranged so as not to do the following:
 - a. Reflect or cast glare;
 - b. Rotate, glitter, or flash; or
 - c. Conflict with the readability of traffic signs and control signals.

B. Lighting on any site shall not cause more than one foot-candle measured at any property line.

FINDING: Based on the lighting information provided in the SEPA environmental checklist, additional outdoor lighting similar to those currently located in the vicinity of the proposed project will be provided to light pedestrian walkways and parking areas and will utilize cut off type fixtures to minimize the potential for offsite lighting impacts or glare. Exterior lighting will be used throughout the evening hours. In addition, the proposal also includes photometric plan in the submittal package. The standard is met.

CONDITION OF APPROVAL: Prior to engineering approval, a lighting plan satisfying section 3.245.040 of the Winlock Development Code and section 2D of the Winlock Design Guidelines shall be provided.

3.245.050 Noise

All development shall comply with the noise standards in Chapter 173-60 WAC.

FINDING: The site improvement plan general notes show the contractor shall adhere to the noise standards in Chapter 173-60 WAC. The standard is met.

3.245.060 Landscaping

A. The following standards apply to landscaping and screening on private property required pursuant to Table 3.245.060 WDC. Landscaping and screening within public rights-of-way shall be approved by the city’s engineering and public works departments.

Table 3.245.060 Landscaping Zoning of the abutting the site

Zoning of the site	LDR		MDR-16		C1, C2, MX		LI, UP	
	Separated by a street	Not Separated by a street	Separated by a street	Not Separated by a street	Separated by a street	Not Separated by a street	Separated by a street	Not Separated by a street
LDR	None	None	L2 5 feet	L3 5 feet	L3 10 feet	L4 10 feet	L4 10 feet	L5 20 feet

MDR-16	L1 5 feet	L1 5 feet	L1 5 feet	L1 5 feet	L2 5 feet	L3 5 feet	L3 10 feet	L4 10 feet
C1, C2, MX	L1 5 feet	L2 5 feet	L1 5 feet	L2 5 feet	None	None	None	None
L1	L2 5 feet	L3 5 feet	L2 5 feet	L3 5 feet	L2 5 feet	L3 5 feet	L1 5 feet	L1 5 feet

B. Regardless of the zoning of the abutting property, if an industrial or commercial use is proposed abutting or across a street from an existing single-family or multifamily dwelling, the industrial or commercial use shall landscape and buffer the property line abutting that dwelling as though the abutting property was zoned LDR.

a. L1 – General Landscaping.

- i. The L1 standard is for open areas. It is intended to be used where distance is the principal means of separating uses or development, and landscaping enhances the area between them. The L1 standard consists principally of ground cover plants; trees and high and low shrubs also are required.*
- ii. There are two ways to provide trees and shrubs to comply with an L1 standard. Shrubs and trees may be grouped. Ground cover plants, grass lawn or approved flowers must fully cover the landscaped area not in shrubs and trees.*

b. L2 – Low Screen.

- i. The L2 standard uses a combination of distance and low-level screening to separate uses or development. The standard is applied where a low level of screening sufficiently reduces the impact of a use or development, or where visibility between areas is more important than a greater visual screen.*
- ii. The L2 standard requires enough low shrubs to form a continuous screen three feet high and 95 percent opaque year-round. In addition, one tree is required per 30 lineal feet of landscaped area or as appropriate to provide a tree canopy over the landscaped area. Ground cover plants must fully cover the remainder of the landscaped area. A three foot-high masonry wall or fence may be substituted for shrubs, but the trees and ground cover plants are still required. When applied along street lot lines, the screen or wall is to be placed along the interior side of the landscaped area.*

c. L3 – High Screen.

- i. The L3 standard provides physical and visual separation between uses or development principally using screening. It is used where such separation is warranted by a proposed development, notwithstanding loss of direct views.*
- ii. The L3 standard requires enough high shrubs to form a screen six feet high and 95 percent opaque year-round. In addition, one tree is required per 30 lineal feet of landscaped area or as appropriate to provide a tree canopy over the landscaped area. Ground cover plants must fully cover the remainder of the landscaped area. A six-foot-high wall or fence with or without a berm may be substituted for shrubs, but the trees and ground cover plants are still required. When applied along street lot lines, the screen or wall is to be placed along the interior side of the landscaped area.*

- d. *L4 – High Wall.*
 - i. *The L4 standard is used where extensive screening of visual and noise impacts is needed to protect abutting sensitive uses and/or there is little space for separation between uses.*
 - ii. *The L4 standard requires a six-foot-high wall. When adjacent to another property, the wall shall abut the property line. When adjacent to a street or road right-of-way, the wall shall be on the interior side of the landscaped area. One tree is required per 30 lineal feet of wall or as appropriate to provide a tree canopy over the landscaped area. In addition, four high shrubs are required per 30 lineal feet of wall. Ground cover plants must fully cover the remainder of the landscaped area.*
- e. *L5 – High Berm.*
 - i. *The L5 standard can be used instead of the L4 standard where extensive screening is warranted, and more space is available for separation between uses.*
 - ii. *The L5 standard requires a berm four to six feet high. If the berm is less than six feet high, low shrubs that comply with the L2 standard must be planted on top of the berm so that the overall screen height is six feet. In addition, one tree is required per 30 lineal feet of berm or as appropriate to provide a tree canopy over the landscaped area. Ground cover plants must fully cover the remainder of the landscaped area.*
- C. *Existing vegetation may fulfill landscaping and screening requirements of this chapter if that existing landscaping provides at least an equivalent level of screening as the standard required for the development in question.*
- D. *As a condition of approval of a conditional use, the city may require an applicant to provide landscaping and screening that differs from the standards in this section where necessary to comply with the other applicable approval standards for the use or development.*
- E. *Landscaped areas required for stormwater management purposes may be used to satisfy the landscaping area requirements of this chapter, even though those areas may be inundated by surface water.*
- F. *Required landscaping and screening shall be located on the perimeter of a lot or parcel. Required landscaping and screening shall not be located on a public right-of-way or private street easement, unless authorized by the city’s public works department.*
- G. *Outdoor activity areas shall be screened from property used or zoned for residential purposes or a public road right-of-way to at least an L3 standard if within 100 feet of the property or right-of-way and to at least an L1 standard if equal to or more than 100 feet from the property or right-of-way. Outdoor activity areas include storage of solid waste and recyclables from the site and, where permitted, storage of goods, materials or equipment.*
- H. *Rooftop and ground-level exterior equipment shall be screened from adjoining property used or zoned for residential purposes or from an adjoining public road right-of-way to at least an L3 standard if visible at grade from the property or right-of-way.*
- I. *Parking and loading areas shall be landscaped as follows:*
 - a. *A minimum five-foot-wide strip landscaped to at least an L2 standard or a minimum 10-foot-wide strip landscaped to at least an L1 standard shall be provided where vehicle parking or loading adjoins a public road right-of-way.*

- b. *Where a vehicle parking or loading area adjoins a property with zoning or land uses other than the proposed land use, the area shall be landscaped and screened as provided in Table 3.245.060 adjoining the other property.*
 - c. *Parking areas that contain at least seven spaces shall contain landscape islands equally distributed at a ratio of one island for every seven parking spaces. A landscape island shall contain at least 25 square feet, shall be at least four feet wide, and shall prevent vehicles from damaging trees, such as by using a wheel stop or curb.*
 - d. *At least one tree shall be planted in each landscape island. Trees in landscape islands shall reach a mature height of 30 feet or more, cast moderate to dense shade in the summer, live at least 60 years, require little maintenance (such as by being insect-, disease- and drought-resistant and not producing fruit), and be suited for use in the proposed location (such as by being tolerant of pollution and direct and reflected heat).*
- J. The applicant shall install landscaping and screening required by this chapter consistent with the approved site plan or an approved modification thereto before the city issues an occupancy permit or final inspection for the development in question; provided, the city clerk/treasurer may defer installation of plant materials for up to six months after the city issues an occupancy permit or final inspection for the development in question if doing so increases the likely survival of plants.*
- K. All required ground cover plants and shrubs must be of sufficient size and number to meet the required standards within three years of planting. Mulch (as a ground cover) must be confined to areas underneath plants and is not a substitute for living ground cover plants, lawn or approved flowers.*
- L. Shrubs shall be supplied in a minimum of two-gallon containers or equivalent burlap balls, with a minimum spread of 3 inches to meet the L2 buffer requirement, and minimum of three-gallon containers or equivalent burlap balls with a minimum spread of 30 inches to meet the L3 buffer requirements. Reduction in the minimum size may be permitted if certified by a registered landscape architect that the reduction shall not diminish the intended effect or the likelihood the plants will survive.*
- M. Ground cover plants shall be placed not more than 30 inches on center and 30 inches between rows. Rows of plants shall be staggered for a more effective covering. Ground-cover shall be supplied in a minimum four-inch size container or a two-and-one-quarter-inch container or equivalent if planted 3 inches on center. Reduction in the minimum size may be permitted if certified by a registered landscape architect that the reduction shall not diminish the intended effect or the likelihood the plants will survive. A lawn or flowerbed of flowers approved by the review authority may be substituted for ground cover plants.*
- N. Trees may be deciduous or evergreen unless otherwise provided. The required tree height shall be measured from the ground level at final planting to the top of the tree.*
- a. *Required trees for parking and loading areas shall be a minimum caliper of two inches and a minimum height of 10 feet at the time of planting.*
 - b. *Required deciduous trees (other than street trees) shall be fully branched, have a minimum caliper of one and one-half inches and a minimum height of eight feet at the time of planting.*
 - c. *Required evergreen trees (other than street trees) shall be fully branched and a minimum of six feet high at the time of planting.*

- d. The review authority may reduce the minimum size of trees (other than street trees) if the applicant submits a written statement by a landscape architect registered in Washington or expert in the growing of the tree(s) in question certifying that the reduction in size at planting will not decrease the likelihood the trees will survive.*
- O. Landscape materials should be selected and sited to produce a hardy and drought-resistant landscape area. Selection should include consideration of soil type and depth, the amount of maintenance required, spacing, exposure to sun and wind, the slope and contours of the site, compatibility with existing native vegetation preserved on the site, water conservation where needed, and the impact of landscaping on visibility of the site for purposes of public safety and surveillance. Landscaping materials shall be selected in accordance with a list of plant materials adopted by reference as the Lewis County plant list.*
- P. The applicant shall show and comply with the following:*
 - a. Plant materials will be installed to current nursery industry standards.*
 - b. Plant materials shall be properly supported to ensure survival. Support devices such as guy wires or stakes shall not interfere with vehicular or pedestrian movement.*
 - c. Existing trees and plant materials to be retained shall be protected during construction, such as by use of chain link or other sturdy fence placed at the dripline of trees to be retained. Grading, topsoil storage, construction material storage, vehicles and equipment shall not be allowed within the dripline of trees to be retained.*
- Q. Maintenance of landscaped areas is the ongoing responsibility of the property owner. Required landscaping must be continuously maintained in a healthy manner. Plants that die must be replaced with in-kind materials unless otherwise authorized by the review authority. Vegetation shall be controlled by pruning, trimming or otherwise so that it will not interfere with the maintenance or repair of any public utility, restrict pedestrian or vehicular access, or obstruct sight distance at intersections.*
- R. Irrigation. The intent of this standard is to ensure that plants will survive the critical establishment period when they are most vulnerable due to lack of watering. All required landscaped areas must comply with one of the following:*
 - a. A permanent built-in irrigation system with an automatic controller will serve the landscape area in question, and the system will be installed and operational before the city grants an occupancy permit or final inspection for the development in question; or*
 - b. A temporary irrigation system will serve the landscape area in question; provided, to receive approval of this system, the applicant must submit a statement from a landscape architect registered in Washington or expert in the growing of the vegetation in question certifying that the proposed temporary irrigation system will provide sufficient water to ensure that the plant materials to be planted will survive installation and, once established, will survive without watering other than natural rainfall; or*
 - c. A permanent or temporary irrigation system will not serve the landscape area in question; provided:*
 - i. The review authority finds the landscape area otherwise fulfills the requirements of this chapter, and*
 - ii. The applicant submits the following:*
 - 1. A statement from a landscape architect registered in Washington or expert in the growing of the vegetation in question certifying that*

the materials to be planted will survive without watering other than natural rainfall, and

2. *A plan for monitoring the survival of required vegetation on the approved site plan for at least one year and for detection and replacement of required vegetation that does not survive with like-kind material or other material approved by the city clerk/treasurer, and*
3. *A statement from the applicant agreeing to install an irrigation system if the city clerk/treasurer finds one is needed to ensure survival of required vegetation, based on the results of the monitoring plan.*

FINDING: The proposal includes landscaping plan, and the landscape notes indicate:

- A. At least 15% of the gross square footage of the site will be landscaped as required by code. The site totals approximately 72,310 sq feet, at a minimum 10,846 sq ft will be landscaped.
- B. Landscaping will be provided in setbacks as required by code.
- C. Irrigation will be provided in landscaped areas as required by code.
- D. Trash enclosure shown on the site plan will be enclosed by a six-foot solid fence.

Chapter 3.275 Sign

3.275.020 Permit required

- A. *No sign shall be erected or displayed except as provided by this Chapter and for which a permit has been issued by the city planner. This permit requirement applies to all signs, except those specifically exempt by a provision of this chapter. The City may impose any reasonable condition, including a limitation on duration or a prohibition on renewal, on a sign permit issued under this chapter.*
- B. *Permit duration and automatic expiration: All sign permits issued under this chapter shall not have an expiration date.*
- C. *Process. Sign permits under this Chapter shall be processed as Type I decisions according to the procedures and requirements of Section 1.030.080 WDC.*
- D. *Modifications to Existing Signs: Any sign that is structurally altered, relocated or replaced shall be brought into compliance with all applicable substantive requirements of this Chapter, including the requirement to obtain a permit. Any modification to a sign for which a permit has been issued shall be processed as a Type I decision in the same manner as for a new sign. This requirement to obtain a new permit for sign modifications does not apply to copy or panel changes where the sign area, shape and height are maintained.*
- E. *Permit Application. Application for a sign permit shall be made in writing upon forms furnished by the city clerk. A permit application fee shall accompany the application for it to be processed by the review authority. The amount of the fee shall be according to a permit fee schedule adopted by resolution of the city council. The application shall include all plans and information necessary to establish that the proposed sign complies with all applicable requirements of this chapter and applicable buildings, structural and life safety codes. The permit shall be valid if the sign is erected and maintained in compliance with the permit, the requirements of this chapter, and if the applicant did not misrepresent or falsify any information supplied in the application. Any permit issued under this chapter*

shall be void if no substantial physical action is taken, in accordance with any conditions of the permit and the applicable requirements of this chapter, within 90 days following the date of its issuance. Any permit issued under this chapter shall remain in effect as long as the sign is maintained in compliance with any permit conditions and all applicable provisions of this chapter.

3.275.050 Signs not requiring a permit

In any zoning district, the following signs may be erected and maintained without a permit, so long as they comply with all applicable provisions of this chapter and are not illuminated:

- A. One temporary sign per street frontage of property under a single ownership provided that the sign is not otherwise a prohibited sign, does not cause a public safety hazard or nuisance, has no more than two faces, and no sign face exceeds 4 square feet in area.*
- B. Signs carved into a building or which are part of materials that are an integral part of the building not exceeding 10 square feet in area. This subsection does not include wall signs or signs painted on sides of buildings.*
- C. A single sign where the display surface area does not exceed 2 square feet.*
- D. Incidental signs situated on the inside side of a window or door.*
- E. Flags limited to two per premises.*
- F. Signs attached to, or carried by, a person.*
- G. Signs required by law or legal action, including but not limited to, signs warning of hazardous or dangerous conditions on a premises and land use application and hearing notice signs.*
- H. Government or political election signs.*

3.275.060 Requirements applicable to all signs

- A. Permit required. Except for signs specifically listed elsewhere in this chapter as not requiring a permit, all signs require a sign permit before being displayed. Sign permits are valid for one year and must be renewed annually so long as the sign is displayed.*
- B. Structural specialty code compliance. All signs shall meet the construction and operation standards of the Uniform Sign Code and the National Electrical Code, latest editions and amendments. Where conflicting standards between this title and the codes exist, the more stringent shall apply.*
- C. No off-premises signs. All signs shall relate exclusively to activities or business conducted, goods sold or manufactured, or services rendered on the property where the sign is located.*
- D. Sign Maintenance. All signs, including signs heretofore installed, shall be constantly maintained in a state of security, safety, and repair. If any sign is found not to be so maintained or is insecurely fastened or otherwise dangerous, it shall be the duty of the owner and/or occupant of the premises on which the sign is fastened to repair or remove the sign within five days after receiving notice from the designated public official. The premises surrounding a freestanding sign shall be free and clear of rubbish, and landscaping area free of weeds.*
- E. Sign Obstructing View or Passage. No sign shall be located to physically obstruct any door, window, or exit from a building. No sign shall be located to be hazardous to a motorist's ingress and egress from parking areas of any way open to the public.*
- F. Landscaping for Freestanding Signs. All permanent freestanding signs shall include as part of their design landscaping about their base to prevent automobiles from hitting the sign-supporting structure and to improve the overall appearance of the installation. The*

planting area about the base of the sign shall be a minimum of one square foot for each square foot of sign surface area, and shall include trees, shrubs and ground cover so that at the time of installation a minimum of 25 percent of the required planting area is covered by plant material.

- G. *Removal.* All signs shall be removed within 30 days of expiration of the sign permit that authorized their display. An expired sign permit may be extended (as opposed to renewed) for a total of 6 months (a period that includes the first 30 days following expiration).

FINDING: According to the site improvement plan, the project will have a Dollar General lighted pylon sign. The standard is applied.

CONDITION OF APPROVAL: No signs shall be installed without a sign permit issued by the City of Winlock. Sign area, size and location shall be in accordance with WDC 3.275.

Chapter 3.280 Off-Street Parking and Loading

3.280.010 Off-street parking requirements

Off-street parking shall be provided in compliance with Table 3.280.010 WDC:

Table 3.280.010 Off-Street Parking Requirements

<i>USE</i>	<i>MINIMUM NUMBER OF PARKING SPACES</i>
<i>Residential:</i>	
<i>One to three dwelling units</i>	<i>2 spaces per dwelling unit</i>
<i>Four or more dwelling units</i>	<i>3 spaces per dwelling unit</i>
<i>Retail Stores and Service or Repair Shops</i>	<i>1 space per 400 square feet of floor area¹</i>
<i>Bank or Office Buildings²</i>	<i>1 space per 400 square feet of floor area¹</i>
<i>Hotel, Motel or Bed and Breakfast Houses</i>	<i>1 space per guestroom¹</i>
<i>Eating and / or Drinking Establishments</i>	<i>1 space per 200 square feet of floor area¹</i>
<i>Church</i>	<i>1 space for each 6 seats or 12 feet of bench in the principal place of worship⁴</i>
<i>Schools:</i>	
<i>Elementary and Middle School</i>	<i>1 space for each 12 students^{1,5}</i>
<i>High School</i>	<i>1 space for each 4 students^{1,5}</i>
<i>Library</i>	<i>1 space per 400 square feet of reading room</i>
<i>Day Care</i>	<i>1 space per employee</i>
<i>Industrial or Manufacturing</i>	<i>1 space per 500 square feet of floor area¹</i>
<i>Commercial Storage or Warehousing</i>	<i>1 space per 1000 square feet of floor area</i>
<i>Government Buildings</i>	<i>1 space per 300 square feet of floor area and 1 space per full-time employee⁵</i>

¹ Plus one space for each two employees.

² Includes medical and dental offices.

³ As defined by the Washington State Gambling Commission.

⁴ Including balconies and choir lofts.

⁵ Based on maximum capacity, including temporary structures.

FINDING: The proposal requires 32 parking spaces because its approximate size of 10,640 square feet (26 spaces), with approximately 5 to 7 employees on site at any time (4 spaces), and the two required ADA spaces. The proposed site plan includes 34 parking space. The standard is met.

3.280.030 Parking design standards

- *Size of Parking Space. Each off-street parking space shall have an area of not less than 30 square feet, exclusive of drives and aisles, and a width of not less than nine feet. Each space shall be provided with adequate ingress and egress.*
- *Location. Off-street parking facilities shall be located on-site to the extent feasible. Off-site parking shall be no further than 150 feet from the site, measured from the nearest point of the parking facility to the nearest point of the nearest building that the facility is required to serve. Off-site parking shall be primarily employee parking.*
- *Materials, Design, and Lighting.*
 - *Off-street parking facilities shall be surfaced with a durable and dustless surface, shall be graded and drained to dispose of surface water to the satisfaction of the public works department and shall be maintained in good condition, free of weeds, dust, trash, and debris.*
 - *Except for a single-family or duplex dwelling, groups of more than two parking spaces per lot shall be:*
 - *Provided with adequate aisles or turnaround areas so that all vehicles may enter the street in a forward manner; and*
 - *Served by a driveway designed and constructed to facilitate the flow of traffic on and off the site, with due regard to pedestrian and vehicle safety, and shall be clearly and permanently marked and defined. In no case shall two-way and one-way driveways be less than 20 feet and 12 feet, respectively, and be so arranged so as not to use any part of adjoining public sidewalks, street, or alley rights-of-way, except for ingress and egress.*
 - *Lighting used to illuminate off-street parking facilities shall be arranged to reflect light away from any adjoining residential area(s).*
- *Boats and Recreational Vehicles. On-street parking of boats, trailers, camper, and recreational vehicles is prohibited in any residential district and the GC district.*

FINDING: All parking areas are located at the front of the building, which is no further than 150 feet from the building. The proposed site development includes a 26- to 43-foot-wide driveway, and each parking space has a length of 20 feet and width of 9 feet. The standard is met.

SECTION 4 - CRITICAL LANDS

Chapter 4.010 Critical Areas

4.010.100 Development standards

- A.** *Authorization required. Within Critical Areas, the city shall prohibit soil excavation, grading, removal of native vegetation species, draining, intentional burning, planting of invasive or*

nuisance vegetation, placement of structures and new construction on critical areas unless otherwise authorized in this chapter.

- 1. These development standards apply to uses on critical areas and within buffers unless otherwise exempted in this title.*
- 2. In order to approve application for development on lands subject to this chapter, the Administrator shall find that the following standards have been met:*
 - a. All reasonable alternatives for locating the development activity in such a way so as to avoid critical areas have been considered and the development activity will be located in the least environmentally sensitive area as practicable and the purpose of this chapter, as described in WDC 4.010.010, is fulfilled. If avoidance is not practicable, as determined by the city, development shall minimize adverse impacts to critical areas and buffers consistent with the mitigation sequencing measures and mitigation and enhancement measures prescribed in the chapter.*
 - b. The city has approved the vegetation removal methods and the removal of native plants has been avoided.*
 - c. All adverse impacts to all affected critical areas and buffers are either avoided or fully mitigated.*
 - d. The plan minimizes cuts and fills.*
 - e. Soils are not exposed during the rainy season (November 1st through April 30th) and construction activity is limited to the dry season (May 1st through October 31st).*
 - f. The Administrator has reviewed and approved an erosion control plan, grading plan, and vegetation removal and replanting plan prior to construction activity.*
 - g. All activities have received applicable state and federal permits and comply with SEPA requirements if the lead agency makes a threshold determination of significance (DS), or a mitigated determination of nonsignificance (MDNS).*
 - h. Hydraulic permits are required for any activity occurring within the ordinary highwater mark of any state regulated Class I or Class II stream.*
 - i. Compliance with this chapter does not constitute compliance with state and federal environmental standards. The applicant shall be responsible for demonstrating such compliance.*

B. Review Process.

- 1. The review process shall be the type specified in the WDC for each particular land use action unless otherwise specified in this chapter.*
 - 2. Applications to develop on critical areas or their buffers shall be subject to Type I review if all of the following criteria are met:*
 - a. Disturbance of less than 10 cubic feet of soil;*
 - b. An activity, the fair market cost of which is less than \$500.00; or*
 - c. The activity involves less than 1,000 square feet of critical areas.*
- C. SEPA Review.** *On a case-by-case basis, the Responsible Official may issue a Determination of Nonsignificance (DNS) if:*
- 1. The application for development review contains all requested information, including reports, maps and other documents relevant to the proposed activity; and*

2. *The proposed activity complies with all applicable development review and performance standards; and*
3. *Compliance with all applicable development standards and performance standards is made a binding condition of land use approval.*

FINDING: Upon receiving the application, Staff determined that no changes to the DNS needed to occur. The City reserves the right to revoke the DNS upon receipt of further information.

4.010.120 Critical Lands

A. Critical Aquifer Recharge Areas

1. *Applicability. Due to the exceptional susceptibility and/or vulnerability of ground waters underlying aquifer recharge areas to contamination and the importance of such ground waters as sources of public water supply, it is the intent of this chapter to safeguard ground water resources by mitigating or precluding future discharges of contaminants from new land use activities. The provisions of this chapter shall apply to regulated activities specified herein within those portions of the Winlock UGA classified as Category I Aquifer Recharge Areas.*
5. *Category I Aquifer Recharge Areas (CARA I).*
 - a. *Areas with a critical recharging effect on aquifers used for potable water are areas where an aquifer that is a source of drinking water is vulnerable to contamination that would affect the potability of the water.*
 - b. *Winlock wellheads are owned and operated by the City of Winlock.*
 - c. *Development, other than the maintenance of vegetation, shall be prohibited within 50 feet of any public wellhead within the UGA.*
 - d. *For purposes of this chapter, critical aquifer recharge areas include lands within the 10- year zone of contribution, as shown on the Winlock critical areas map.*
 - e. *The following uses are prohibited in Category I aquifer recharge areas:*
 - i. *Chemical manufacturing mixing and remixing;*
 - ii. *Chemical waste reprocessing;*
 - iii. *Solid waste disposal facilities;*
 - iv. *Wood preservers;*
 - v. *Landfills;*
 - vi. *Class V injection wells: (I) agricultural drainage wells; (II) untreated sewage waste disposal wells; (III) cesspools; (IV) industrial process water and disposal wells; and (V) radioactive waste disposal;*
 - vii. *Radioactive disposal sites; and*
 - viii. *Surface mining operations.*
7. *Demonstration of no adverse impact. The applicant shall demonstrate, through the land use approval process, that the proposed activity will not have any adverse impacts on ground water in critical aquifer recharge areas, based on the Safe Drinking Water Act and the Wellhead Protection Area Program, pursuant to Public Water Supplies, Chapter 246-290 WAC; Water Quality Standards for Ground Waters of the State of Washington, Chapter 173-200 WAC; and Dangerous Waste Regulations, Chapter 173-303 WAC. By this reference, Chapters 173-200, 173-303 and 246-290 WAC, as written and hereafter updated, will be part of this chapter.*

8. *Mitigation Conditions. The Administrator may impose any reasonable condition necessary to ensure that the specific use or activity will not significantly degrade ground water quality. Such conditions may include, but are not limited to the following:*
- a. *A written management plan for wastewater, hazardous products and hazardous waste, petroleum products and petroleum waste, and other materials judged by the Administrator to be detrimental to ground water quality, that when implemented using best management practices, will prevent ground water contamination;*
 - b. *Upgrading available on-site spill response equipment;*
 - c. *Employee spill response training;*
 - d. *Emergency service coordination measures; and*
 - e. *Ground water monitoring.*

FINDING: According to the Lewis County GIS map, the site plan is located in the category I critical aquifer recharge area (CARA); however, the engineering submittal does not include any facility which listed in the WDC 4.010.120. The standard is met.

CONDITION OF APPROVAL: Prior to engineering approval, the applicant shall submit a critical area memo that demonstrates compliance with WDC 4.010.120(5)(e) and WDC 4.010.120(6) to clarify that there will be no prohibited facilities, storage tanks, and aboveground tanks installed in the development site. Additionally, employee spill response training shall be provided in accordance with WDC 4.010.120(8).

Chapter 4.020 Environmental Policy (SEPA)

4.020.020 General Requirements

This article contains the basic requirements that apply to the SEPA process. The city adopts the following sections of Chapter 197-11 WAC by reference.

4.020.080 Environmental checklist

- A. *A completed environmental checklist (or a copy), in the form provided in WAC 197-11- 960, shall be filed at the same time as an application for a permit, license, certificate, or other approval not specifically exempted in this chapter; provided, a checklist is not needed if the city and applicant agree an EIS is required, or if SEPA compliance has been completed, or if SEPA compliance has been initiated by another agency. The city shall use the environmental checklist to determine the lead agency and, if the city is the lead agency, for determining the responsible official and for making the threshold determination.*
- B. *For private proposals, the city will require the applicant to complete the environmental checklist, providing assistance as is necessary. For city proposals, the department initiating the proposal shall complete the environmental checklist for that proposal.*
- C. *The city may require that it, and not the private applicant, will complete all or part of the environmental checklist for a private proposal, if either of the following occurs:*
 1. *The city has technical information on a question or questions that is unavailable to the private applicant; or*
 2. *The applicant has provided inaccurate information on previous proposals or on proposals currently under consideration.*

FINDING: The proposal includes a SEPA environmental checklist. The standard is met.

Chapter 4.030 Stormwater and Erosion Control

The City of Winlock adopts chapter 3 of the current manual of the City of Winlock Design Guidelines entitled “Storm Drainage and Erosion Control Guidelines.”

FINDING: The proposal includes TESC, storm drainage and utility plan and stormwater report. The stormwater report was prepared to comply with the minimum technical standards and requirements that are set forth in the 2019 Stormwater Management Manual for Western Washington (SWMMWW). The standard is met.

C. Winlock Design Guidelines

CHAPTER 2 TRANSPORTATION

2B Street

2B.01 General

- A. *City streets are classified as arterials, collectors and local access streets in accordance with regional transportation needs and the functional use each serves. Function is the controlling element for classification and shall govern right-of-way, street width, and street geometries. The City will determine the classification of new & existing streets.*
- B. *The layout of streets shall provide for the continuation of existing principal streets in adjoining subdivisions or of their proper projection when adjoining property is not subdivided. Minor streets, which serve primarily to provide access to abutting property, shall be designed to discourage through traffic. A traffic impact analysis may indicate that other design configurations would preferable for a given project. Such alternatives may be required by the City if it is determined that strict compliance with the Design Guidelines are impractical or unreasonable in the circumstance.*

2B.02 Design Criteria

- A. *Street design must provide for the maximum loading conditions anticipated. The width and grade of the pavement must conform to specific standards set forth herein for safety and uniformity. See Table 2-1, Minimum Street Design Criteria.*
- B. *The layout of streets will provide for the continuation of existing principal streets in adjoining subdivisions or of their proper projection when adjoining property is not subdivided. Minor streets, which serve primarily to provide access to abutting property, will be designed to discourage through traffic. See Table 2-1, Minimum Street Design Criteria.*

Table 2-1 City of Winlock Minimum Street Design Criteria

<i>DESIGN STANDARD</i>	<i>BOULE VARD</i>	<i>MAJOR OR MINOR ARTERIAL</i>	<i>COMMER CIAL COLLECT OR</i>	<i>NEIGHBO RHOOD COLLECT OR</i>	<i>LOCAL ACCESS</i>	<i>PRIVATE</i>
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DESIGN LIMITATIONS	Access and intersections should be limited. No on-street parking.			N/A	N/A	N/A
MINIMAL STRUCTURAL DESIGN	See Standard Detail Number 2-13					
STANDARD RIGHT-OF-WAY	100' ₁	100' _{1,5}	60' ₁	60' ₂	60' ₂	N/A
STANDARD PAVEMENT WIDTH	66' (may have a 14' median)	50' - 64'	40'	32' - 40'	28'-32'	20'
PARKING LANE	None Allowed	None Allowed	8' Both Sides ³	8' ₃	8'	N/A
MINIMUM/MAXIMUM GRADE	0.5% - 10.0%	0.5% - 10.0%	0.5% - 12.0%	0.5% - 15.0%	0.5% - 15.0%	0.5% - 15.0%
CURB & GUTTER	Both Sides					N/A
SIDEWALKS	Both Sides 6' (min)			Both Sides 5'	Both Sides 5'	Both Sides 5'
CUL-DE-SAC RADIUS (PAVEMENT WIDTH)	N/A	N/A	50'	50'	50'	Fire Department Standards
INTERSECTION CURB RADIUS	35'	35'	35'	25'	25'	25'
DESIGN SPEED (MPH)	40	40	35	30	25	N/A
MINIMUM CENTERLINE RADIUS	600'	600'	150'	150'	100'	N/A
STANDARD DETAIL	2-14.a	2-14.b 2-14.c	2-14.d	2-14.e 2-14.f	2-14.g 2-14.h	2-14.i

1. 10-foot utility easement abutting Right-of-Way on both sides.
2. 7-foot utility easement abutting Right-of-Way on both sides.
3. Parking one or both sides may be allowed.
4. Variation from minimum standards requires written approval from the City for proposed mitigation.
5. Curb w/ gutter and sidewalk for private roads encouraged.
6. Right-of-Way for SR-505 varies from 90- to 120-feet; see SR-505 Typical Section for detail.

- C. *Alignment. Alignment of major arterials, minor arterials and collectors shall conform as nearly as possible with that shown in the Comprehensive Plan.*
- D. *Grade. Street grade should conform closely to the natural contour of the land. In some cases the City may require a different grade. The minimum allowable grade shall be 0.5 percent. The maximum allowable grade shall be 8 – 15 percent depending on the street classification.*
- E. *Width. The pavement and right-of-way width shall depend on the street classification. Table 2-1, Minimum Street Design Criteria, shows the minimum widths allowed.*

2B.04 Signing and Striping

- A. *Street signs are defined as any regulatory, warning, or guide signs. The Developer is responsible for the cost of all street signs. Street signs shall comply with the latest edition of the U.S. Department of Transportation Manual on Uniform Traffic Control Devices (MUTCD).*
- B. *Pavement markings and street signs, including poles and hardware, shall be paid for, furnished and installed by the Developer under the City's direction, to establish and maintain uniformity. Should the work be performed by the City, the Developer must first submit a written request to the City and, the Developer will then be billed upon completion of the work.*
- C. *Standards for Sign Post Material:*
 - 1. *Post - 2"x length x 14 gauge perforated square tube*
 - 2. *Anchor - 2 ¼" x 36" x 12 gauge*
 - 3. *Sleeve - 2 ½" x 12" x 12 gauge*
 - 4. *Corner Bolt with 2 bends and nut*
 - 5. *Aluminum Drive Rivets – 3/8" for mounting signs*
- D. *Criteria for Pavement Markings*
 - 1. *Legends, arrows, symbols and crosswalks must be heat fused preformed thermoplastic Hot Tape or Premark.*
- E. *Striping Material:*
 - 1. *Arterial Streets – Dura-Stripe*
 - 2. *Collector Streets – paint*

2B.05 Right-of-Way

- A. *Right-of-way width is determined by the functional classification of a street. Refer to Table 2-1, Minimum Street Design Criteria.*
- B. *Right-of-way requirements may be increased if a traffic impact analysis indicates that additional lanes, pockets, transit lanes, bus loading zones, operational speed, bike lanes, utilities, or other such improvements are required.*
- C. *Right-of-way shall be conveyed to the City on a recorded plat or by a right-of-way dedication deed.*

FINDING: The site improvement plan shows 60 feet of right-of-way with 20 feet of right-of-way dedication on SR 505. This standard is met.

2B.07 Street Frontage Improvements

- A. *All commercial and residential (including multi-family) development, plats, and short plats require street frontage improvements. Such improvements may include curb and gutter;*

sidewalk; street storm drainage; street lighting system; traffic signal modification, relocation or installation; utility relocation; landscaping and irrigation; and street widening per these guidelines. Plans shall be prepared and signed by a licensed civil engineer registered in the State of Washington.

- B. All frontage improvements shall be made across full frontage of property and on all sides that may border a City right-of-way.*
- C. Exceptions. See Chapter 1 “Exceptions”.*

FINDING: The development plan shows street frontage improvements on Cemetary Road, and SR 505. New sidewalks are proposed for Cemetary Road and SR 505. The standard is met.

2B.12 Driveways

- A. All driveways shall be constructed of Portland Cement Concrete (PCC) or hot-mix asphalt (HMA) from the right-of-way line to the edge of the street. Residential PCC driveways shall have a nominal concrete thickness of six (6) inches. All other PCC approaches shall be eight (8) inches thick.*
- B. Joint-use driveways serving two adjacent parcels may be built on their common boundary with a formal written agreement between both property owners and with the approval of the City. The agreement shall be a recorded easement for both parcels of land specifying joint usage and maintenance responsibility.*
- C. No commercial driveway shall be approved where backing onto the sidewalk or street would occur.*
- D. No driveway shall be built within twenty (20) feet of the end of any curb return or within five (5) feet of any property line.*
- E. The maximum driveway width for a single driveway onto an arterial or collector shall be:*

<i>Frontage Width</i>	<i>Residential</i>	<i>Commercial</i>	<i>Industrial</i>
<i>Up to 50-feet</i>	<i>24-feet</i>	<i>24-feet</i>	<i>30-feet</i>
<i>50- to 75-feet</i>	<i>24-feet</i>	<i>30-feet</i>	<i>40-feet</i>
<i>More than 75-feet</i>	<i>24-feet</i>	<i>30-feet</i>	<i>40-feet</i>

- F. The maximum driveway width for each of two driveways onto an arterial or collector shall be:*

<i>Frontage Width</i>	<i>Residential</i>	<i>Commercial</i>	<i>Industrial</i>
<i>Up to 50-feet</i>	<i>Not permitted</i>	<i>Not permitted</i>	<i>Not permitted</i>
<i>50- to 75-feet</i>	<i>Not permitted</i>	<i>15-feet</i>	<i>20-feet</i>
<i>More than 75-feet</i>	<i>20-feet</i>	<i>24-feet</i>	<i>40-feet</i>

- G. The maximum driveway width for a single driveway onto a local access street shall be:*

<i>Frontage Width</i>	<i>Residential</i>	<i>Commercial</i>	<i>Industrial</i>
<i>Up to 50-feet</i>	<i>24-feet</i>	<i>24-feet</i>	<i>Not permitted</i>
<i>50- to 75-feet</i>	<i>24-feet</i>	<i>26-feet</i>	<i>Not permitted</i>
<i>More than 75-feet</i>	<i>24-feet</i>	<i>26-feet</i>	<i>Not permitted</i>

H. The maximum driveway width for each of two driveways onto a local access street shall be:

<i>Frontage Width</i>	<i>Residential</i>	<i>Commercial</i>	<i>Industrial</i>
<i>Up to 50-feet</i>	<i>Not permitted</i>	<i>Not permitted</i>	<i>Not permitted</i>
<i>50- to 75-feet</i>	<i>20-feet</i>	<i>20-feet</i>	<i>Not permitted</i>
<i>More than 75-feet</i>	<i>20-feet</i>	<i>24-feet</i>	<i>Not permitted</i>

I. The maximum driveway width for one-way driveways shall be:

<i>Frontage Width</i>	<i>Residential</i>	<i>Commercial</i>	<i>Industrial</i>
<i>Up to 50-feet</i>	<i>14-feet</i>	<i>22-feet</i>	<i>30-feet</i>
<i>50- to 75-feet</i>	<i>14-feet</i>	<i>22-feet</i>	<i>30-feet</i>
<i>More than 75-feet</i>	<i>14-feet</i>	<i>22-feet</i>	<i>30-feet</i>

J. A road approach or wider driveway may be approved by the City when a substantial percentage of oversized vehicle traffic exists, when divisional islands are desired, or when multiple exit or entrance lanes are needed.

K. Arterial Street Access. Driveways on arterial streets shall conform to the following:

- 1. No driveway may access an arterial street within seventy-five (75) feet (measured along the arterial) of any other such access to the street: on either side of the travel way but may be allowed at locations directly opposite another point of access.*
- 2. No driveway access will be allowed to an arterial street within 150 feet of the nearest right-of-way line of an intersecting street.*
- 3. Within the limitations set forth above, access to arterial streets within the City shall be limited to one driveway for each tract of property separately owned. Properties contiguous to each other and owned by the same person are considered to be one tract.*
- 4. Driveways giving direct access onto arterials may be denied if alternate access is available. The City may permit deviations from this requirement if sufficient justification is provided.*
- 5. Road approaches and/or ingress and egress tapers may be required in industrial and commercially zoned areas as directed by the City. Tapers shall be designed, per*

the most recent editions of the Washington State Department of Transportation (WSDOT) Highway Design Manual and/or "A Policy on Geometric Design of Highways and Streets" published by the American Association of State Highways and Transportation Officials (AASHTO).

FINDING: The proposal includes an access driveway onto Cemetary Road with a proposed proposed width of 26-foot. The standard is met.

CONDITION OF APPROVAL: Prior to engineering approval, the driveway design shall be in accordance with the City of Winlock design guidelines. All materials and methods shall be reviewed by the City for compliance with applicable standards.

2B.13 Sight Obstruction

- A. Sight clearance requirements take into account the proportional relationship between speed and stopping distance. The sight distance area is a clear-view triangle formed on all intersections by extending two lines of specified length, from the center of the intersecting streets along the centerlines of both streets and connecting those endpoints to form the hypotenuse of the triangle. Refer to Standard Details. The area within the triangle shall be subject to said restrictions to maintain a clear view on the intersection approaches.
 - a. Stop or Yield Controlled Intersection. Providing adequate sight distance from a street or driveway is one of the most important considerations to ensure safe street and driveway operation. The Intersection Sight Distance criteria given in "A Policy on Geometric Design of Highways and Streets" published by AASHTO.*
 - b. Other factors such as vertical and horizontal curves and roadway grades also need to be taken into account. Such factors can require necessary modification to the intersection sight distance given in the above table.*
 - c. Sight distance is measured from a point on the minor road or driveway fifteen (15) feet from the edge (extended) of the major road pavement (or nearest traffic lane if parking is permitted) and from a height of 3.50 feet on the minor road to a height of object of 4.25 feet on the major road.**
- B. Uncontrolled Intersection. Refer to AASHTO for criteria on Uncontrolled Intersection Design.*
- C. Vertical Clearance. The area within the sight distance triangle shall be free from obstructions to a motor vehicle operator's view between a height of two and one-half (2.5) feet and ten (10) feet above the existing surface of the street.*
- D. Exclusions. Sight obstructions that may be excluded from these requirements include; fences in conformance with this chapter, utility poles, regulatory signs, trees trimmed from the base to a height of ten (10) feet above the street, places where the contour of the ground is such that there can be no cross visibility at the intersection, saplings or plant species of open growth habits and not in the form of a hedge that are so planted and trimmed as to leave a clear and unobstructed cross view during all seasons, buildings constructed in conformance with the provisions of appropriate zoning regulations and pre-existing buildings.*

FINDING: The site improvement plan shows the site distance analysis information and sight obstruction/vision clearance triangles. Additionally, the narrative indicates "Due to the sight distance requirements the on-street parking will not be painted." The standard is met.

2B.14 Surfacing Requirements

- A. Asphalt Pavements. The pavement sections shown in the Standard Drawings are minimum street sections. A geotechnical report may be required as directed by the City. One soil sample per each 500 LF of centerline, with a minimum of three (3) per project, representative of the roadway subgrade, shall be provided to determine a statistical representation of the existing soil conditions performed by a professional engineer or geologist licensed by the State of Washington.*
- B. Sidewalks*
 - a. Surfacing: four (4) inches Commercial Grade Concrete (3,000 psi);*
 - b. Base: three (3) inches Crushed Surfacing Top Course.*
 - c. Asphalt sidewalks will not be permitted unless otherwise approved by the City.*
- C. Concrete Driveway*
 - a. Surfacing: six (6) inches Commercial Grade Concrete (3,000 psi) for residential, eight (8) inches Commercial Grade Concrete (3,000 psi) for all others;*
 - b. Base: three (3) inches Crushed Surfacing Top Course.*
- D. Asphalt Driveway*
 - a. Surfacing: three (3) inches Class B Hot Mix Asphalt (HMA) for residential, six (6) inches Class B Hot Mix Asphalt (HMA) for all others;*
 - b. Base: four (4) inches crushed surfacing top coarse.*

2B.15 Temporary Street Patching

- A. Temporary restoration of trenches shall be accomplished by using two (2) inches Class B HMA (when available) or two (2) inches medium-curing (MC-250) Liquid Asphalt (cold mix), two (2) inches Asphalt Treated Base (ATB), or steel plates.*
- B. ATB used for temporary restoration may be placed directly into the trench, bladed and rolled. After rolling, the trench must be filled flush with HMA pavement to provide a smooth riding surface. Prior to beginning street trenching work, the Contractor shall ensure that all necessary material for temporary patching is stockpiled at the project site, both for completing and maintaining the patch.*
- C. The Contractor shall maintain all temporary patches until such time as the permanent pavement patch is in place. Patches not properly maintained by the Contractor shall be repaired by the City at the Developer's, Contractor's and/or private utility's expense.*

FINDING: The narrative indicates building permit civil drawings will include detail cross sections to meet the City surfacing (WDG 2B.14) requirement. The standard is applied.

CONDITION OF APPROVAL: Prior to engineering approval, the engineering plans shall provide details demonstrating compliance with the surfacing requirements of 2B.14.

2B.16 Pavement Restoration

- A. Trench cuts in roadways greatly degrade the condition of the pavement, as well as reduce its design life. The most significant damage can be seen in newer pavements. Pavement restoration should result in the pavement being as good as, or better than, the pre-trench cut condition. This can be achieved by the prevention of trench cuts, thorough utility coordination, and high-quality pavement restoration.*

1. *Trench Cuts in New Pavements.* Trench cuts are not permitted in pavements that have been constructed or rehabilitated within five (5) years. "Rehabilitation" includes all surface treatments such as chip seal, slurry seal, and asphalt overlay. If there is no other option but to cut into new pavement, prior approval must be obtained from the City. Pavement must then be restored in accordance with the following criteria.
2. *Transverse Utility Crossings.* Transverse utility crossings must be bored or completed by another trenchless method. Bore pits must be restored in accordance with the following criteria.
3. *Pavement Restoration Requirements.* Trench cuts, bore holes, and miscellaneous pavement repairs shall be made in accordance with the Standard Details. Pavement shall be restored across the entire lane. In addition, the patch shall be made perpendicular to the closest affected road edge with a single, straight, continuous cut along the entire width of the required restoration. Minimum restoration width is five (5) feet.
4. *Lane Width Restoration Requirements.* For longitudinal utility trench cuts in pavements over five years old, a minimum two-inch overlay or full-depth pavement reconstruction is required for the following widths:
 - a. *One-lane overlay or reconstruction* – When trench cut or patch is within one travel lane.
 - b. *Two-lane overlay or reconstruction* – When trench cut or patch is within two travel lanes.
 - c. *Additional overlay or reconstruction* – When the remaining pavement area to the edge of existing pavement on either side is less than one travel lane. No longitudinal joints shall be allowed in the wheel path.
5. *All trench and pavement cuts shall be made uniformly by wheel or saw cutting.* The cuts shall be a minimum of one-foot outside the trench width. If the edge of the trench line degrades, ravel or is non-uniform, additional saw cutting shall be required prior to final patch or paving.
6. *If the existing material is determined by the City to be suitable for backfill, the Contractor may use the native material except that the top eight (8) inches of trench shall be 2-1/2 inch minus ballast.* If the existing material is determined by the City to be unsuitable for backfill, the Contractor shall use imported backfill material conforming to the Standard Specifications. All trench backfill materials shall be compacted to 95 percent density. Backfill placement and compaction shall be performed in six (6) inch lifts.
7. *When the trench width is eighteen (18) inches or less and is within the travelway, the trench shall be backfilled with control density fill (CDF), in accordance with the Standard Specifications.* CDF may be required in wider trenches within the travelway if site conditions dictate.
8. *Replacement of the HMA or Portland Cement Concrete shall conform to the most current edition of the WSDOT/APWA Standard Specifications.*
9. *Tack Coat.* Tack shall be applied to the existing pavement along the edge of cut and shall be emulsified asphalt grade CSS-1 as specified in the Standard Specifications.
10. *Hot Mix Asphalt (HMA) Pavement Class B.* HMA Pavement shall be placed on the prepared surface by an approved paving machine and shall be in accordance with Standard Specifications, except that longitudinal joints between successive layers

of pavement shall be displaced laterally a minimum of twelve (12) inches, unless otherwise approved by the City. Fine and coarse aggregate shall be in accordance with Standard Specifications. HMA over two (2) inches thick shall be placed in equal lifts not to exceed two (2) inches each.

- a. The preferred means of connection to existing asphalt/HMA pavement at the centerline, lane edges, and overlay ends is through grinding. Grinds can be a few inches off centerline to avoid existing stripping. Feathering may be an option when grinding is not feasible, with the approval of the City. The affected surfaces within the trenching area may be feathered and shimmed to an extent that provides a smooth-riding connection and expeditious drainage flow for the newly paved surface.*
 - b. Surface smoothness shall be in accordance with Standard Specifications. The paving shall be corrected by removal and repaving of the trench only.*
 - c. HMA pavement for wearing course shall not be placed on any travel-way between October 15 and April 1 without written approval of the City.*
 - d. Asphalt for prime coat shall not be applied when the temperature is lower than 50 degrees Fahrenheit without written approval of the City.*
- 11. Final Patch. The final patch shall be completed as soon as possible but no later than 30 calendar days after the trench is first opened. Time extensions due to inclement weather or other adverse conditions shall be evaluated on a case-by-case basis. However, any delays must have prior approval of the City.*
 - 12. Staking. All surveying and staking shall be performed by an engineering or surveying firm licensed by the State of Washington and capable of performing such work.*
 - 13. Testing. Testing shall be required at the Developer's or Contractor's expense. The Developer or Contractor is responsible to order all required testing. The testing lab shall be approved by the City prior to the commencement of any testing. Testing shall be done on all materials and construction as specified in the Standard Specifications and with the frequency as specified herein.*

FINDING: The site improvement plan indicates that the development's water and sanitary sewer main are both located outside the existing pavement; therefore, this standard does not apply.

2C Sidewalks, Curbs and Gutters

2C.01 General

- A. Sidewalk, curb and gutters are to be constructed along all streets that abut the development property. When properties are located at the end of a block, the Developer may be required to install sidewalk, curb and gutter around the corner of the side street to a logical point of discontinuation, as determined by the City. Curbs and gutters shall also be included with such sidewalk construction, unless otherwise authorized by the City. Sidewalks shall be designed to accommodate any necessary traffic control signs while still providing a minimum five (5) foot unobstructed walking area. Plans for construction of sidewalks, curbs and gutters are to be submitted as part of the street plans when applicable.*

- B. *Typical sidewalk, curb, and gutter location shall be at the edge of proposed or existing pavement. The sidewalk shall be aligned in a relatively straight configuration and make smooth transitions around curves and corners. Alternate locations may be proposed, including the incorporation of parking and planting strips. The City may approve such alternative after he determines that strict compliance with the criteria is impractical or unreasonable in the circumstance.*
- C. *The owner of the property that abuts a sidewalk is responsible for all repair, maintenance, and upkeep of said sidewalk. The City is not liable for any damage or injuries caused by a sidewalk in need of repair.*

2C.02 General design criteria

- A. *General. The minimum width of sidewalk shall be five (5) feet. When the sidewalk, curb and gutter are contiguous, the width of the sidewalk shall be measured from the back of the curb and gutter to the back of the sidewalk. In commercial areas, sidewalks may be required to extend from the curb to the property line.*
- B. *Arterial Streets. Sidewalks, curbs and gutters shall be required on both sides of arterial streets interior to the development. Sidewalks, curbs and gutters shall also be required on the development side of arterial streets abutting the exterior of said development.*
- C. *Local Access Streets. Sidewalks, curbs and gutters shall be required on both sides of local access streets interior to the development. Sidewalks, curbs and gutters shall also be required on the development side of local access streets abutting the exterior of said development including cul-de-sacs.*
- D. *Design and Construction. The design and construction of all sidewalks, curbs, gutters and walkways shall be in accordance with the Standard Specifications, Standard Details and as supplemented by the following:*
 - 1. *Sidewalks shall be constructed of Commercial Grade Concrete (3,000 psi) four (4) inches thick except, in a driveway section at which point the concrete thickness must meet driveway standards.*
 - 2. *The width of sidewalks shall be as shown in the street design drawings.*
 - 3. *Design of all sidewalks shall provide for a gradual rather than an abrupt transition between sidewalks of different widths or alignments.*
 - 4. *Form and subgrade inspection by the City is required before the sidewalk is poured.*
 - 5. *Monolithic pour of curb, gutter and sidewalk will not be allowed.*
 - 6. *Sidewalks must meet all ADA requirements including detectable warnings.*
- E. *Curbs and Gutters. Cement concrete curbs and gutters shall be used for all street edges unless otherwise approved by the City. All curbs and gutters shall be constructed in accordance with the Standard Drawings.*
- F. *Access Ramps. Sidewalks shall be constructed to provide for access ramps in accordance with State law. Access ramps shall be constructed of Commercial Grade Concrete. Form and sub-grade inspection by the City is required before the access ramp is poured.*

FINDING: The site plan includes concrete sidewalks, curb and gutter on Cemetary Road, and 6.5 feet width of sidewalk on SR 505. According to the narrative, only sidewalk will be installed along SR 505. The standard is met.

CONDITION OF APPROVAL: Prior to engineering approval, the site plan shall include concrete sidewalks design information. All the sidewalk construction must demonstrate compliance with standards and approved by the City of Winlock.

2D Illumination

2D.01 General

B. A streetlighting plan is required on a separate plan sheet for all developments. Type of installation shall be as set forth in the most recent edition of WSDOT/APWA Standard Specifications, Illumination Standards Table in this chapter, and as directed by the City. All public streetlight designs and plans shall be prepared by an engineer licensed by the State of Washington, and capable of performing such work.

2D.02 Design Criteria

- A. The installation of streetlights is required along the frontage of all development projects. Streetlights shall be located in accordance with the design criteria contained herein, and as approved by the City.
- B. Intersections shall be illuminated to 1.5 times the highest foot-candle requirement of the streets surrounding the intersection. Except in residential and intermediate classes, local and collector streets intersecting other local and collector streets shall not be subject to the 1.5 times illumination factor provided a luminaire is placed at the intersection.
- C. Energy efficient fixtures shall be incorporated into the streetlight system whenever practical. Poles shall be opposite across the roadway or on one side of the roadway. Conduit and junction boxes shall be installed along the extent of the frontage.
- D. For the purposes of this section, area classes are determined by zoning as follows:

<u>Commercial</u> Multi-family, high density Central business district Freeway commercial General commercial Neighborhood commercial	<u>Industrial</u> Heavy industrial Light industrial
<u>Intermediate</u> Essential public facilities Commercial office/mixed use	<u>Residential</u> Single family, low density Single family, medium density Multi-family, medium density

AVERAGE MAINTAINED HORIZONTAL ILLUMINATION (FOOT CANDLES)				
ROAD CLASS	AREA CLASS			
	Residential	Intermediate	Industrial	Commercial

<i>Local</i>	0.2	0.6	N/A	N/A
<i>Collector</i>	0.5	0.7	0.8	0.9
<i>Arterial</i>	0.7	1.0	1.2	1.4
<i>Boulevard</i>	0.7	1.0	1.2	1.4

*Uniformity ratio: 6:1 average: minimum for local
4:1 average: minimum for collector
3:1 average: minimum for arterial and boulevard*

Dirt Factor: 0.85

Lamp Lumen Depreciation Factor: 0.73

Weak Point Light: 0.2 fc (except local residential street)

- E. Line loss calculations shall show no more than a 5 percent voltage drop, in any circuit from the source to the most distant luminaire. Branch circuits shall serve a minimum of four (4) luminaries.*
- F. Pole foundations shall be per Standard Details. Luminaire poles shall conform to the Standard Specifications, except as modified herein. Light standards shall be tapered aluminum with satin ground finish. The diameter at the base of the pole shall not exceed nine (9) inches and the minimum thickness of the pole shall be ¼-inch. Mounting height shall be 26- to 30-feet as directed. Pole arms shall be davit style, single-arm, minimum ten (10) feet in length. Longer davit arms may be allowed or required for site-specific design issues. The shaft shall be heat treated after welding on the based flange to produce T6 temper. The pole and davit arm shall be designated to support streetlight luminaries with a minimum weight of 60 pounds and a minimum effective protected area (EPA) of 1.5 square feet. Poles shall be designed to withstand a 100mph (AASHTO) wind loading with a 1.3 gust factor with luminaire and mast arm attached, without permanent deformation or failure. Minimum wall thickness shall be 0.188 inches. Poles shall be equipped with a removable metal ornamental pole cap secured to the shaft with stainless steel screws. Poles shall have a minimum 3 ½ by 6-inch hand hole, with cover, near the base and shall be equipped with a grounding lug. The pole shall also be equipped with a dedicated 120V, 20 AMP circuit with a recessed weatherproof GFI power receptacle that meets all applicable guidelines and standards. The receptacle shall be located thirteen (13) feet above the base of the pole.*
- G. All luminaries shall be flat lens, medium cut off, IES Type II distribution and shall comply with all standards as established by the Public Utility District No. 1 of Lewis County. Unless otherwise required by PUD #1, luminaries shall be: 200 watt, catalog # GEMDCL2OSA11FMC31. Higher wattage luminaries may be considered if necessary to achieve lighting requirements.*
- H. All streetlight electrical installations including wiring conduits and power connections shall be located underground.*
- I. New streetlighting shall be designed and installed in such a way as to blend with any utility pole-mounted lighting that may exist along the frontage of adjacent properties, but also to accommodate future integration of conforming streetlights along the roadway. To this end, when streetlight(s) are required along a property, conduit(s) and junction box(es) shall be*

installed along the entire frontage, as appropriate, to allow for the interconnection of future streetlight installations. This requirement may be waived with approval of the City, based on the site-specific conditions of the property in question.

- J. Alternate streetlight designs may be allowed or required by the City to accommodate the unique characteristics of a particular street or neighborhood. For example, special lighting may be deemed appropriate along a street that is part of a designated Historic District. The use of any alternate street lighting must be approved in writing by the City.*

FINDING: This proposal includes that additional outdoor lighting similar to those currently located in the vicinity of the proposed project will be provided to light pedestrian walkways and parking areas. The lighting will utilize cut off type fixtures to minimize the potential for offsite lighting impacts or glare. Exterior lighting will be used throughout the evening hours. Additionally, the proposal includes a photometric plan. The standard is met.

CONDITION OF APPROVAL: Prior to engineering approval, submit a final lighting plan compliant with section 2D for city review and approval.

2G Traffic Impact Analysis

2G.01 General

- A. A Traffic Impact Analysis (TIA) is a specialized study of the impacts that a specific type and size of development will have on the surrounding transportation system. The TIA is an integral part of the development review process. It is specifically concerned with the generation, distribution, and assignment of traffic to and from a new development or a re-development.*
- B. These guidelines have been prepared to establish the requirements for a TIA. If a TIA is required for a project, the City will be the contact for matters relating to the TIA. The City will also be responsible for reviewing and accepting TIA's as well as approving measures to mitigate impacts.*

2G.02 When Required

- A. The need for a TIA shall be based on: the size of the proposed development, existing street and intersection conditions, traffic volumes, accident history, community concerns, and other pertinent factors associated with the proposed project.*
- B. A TIA shall be required if a proposed development meets one or more of the following conditions:*
- a. The proposed project generates more than ten (10) vehicles in the peak direction of the peak hour on the adjacent streets and intersections. This includes the summation of all turning movements that affect the peak direction of traffic.*
 - b. The proposed project generates more than 25 percent of the site-generated peak hour traffic through a signalized intersection or "critical" movement at a non-signalized intersection.*
 - c. The proposed project is within an existing or proposed transportation benefit area. This may include Transportation Benefit Districts (TBD), Local Improvement Districts (LID), or local/state transportation improvement areas programmed for development reimbursements.*

- d. *The proposed project may potentially affect the implementation of the street system outlined in the transportation element of the Comprehensive Plan, the Six-Year Transportation Improvement Program, or any other documented transportation project.*
 - e. *If the original TIA was prepared more than two (2) years before the proposed project completion date.*
 - f. *The increase in traffic volume as measured by ADT, peak hour, or peak hour of the "critical" movement is more than ten (10) percent.*
- C. *Even if it is determined that a TIA is not required, the City may require the Developer to have a Trip Generation Study (TGS) conducted. TGS's shall be used to forecast project-generated traffic for an established future horizon.*

2G.03 Qualifications For Preparing TIA Documents

- A. *The TIA shall be prepared by an engineer licensed in the State of Washington and with special training and demonstrated experience in traffic engineering. The applicant shall provide the City with the credentials of the individual(s) selected to perform the TIA for approval prior to initiating the analysis.*

FINDING: The proposal requires a TIA because it meets the requirements in WDG 2G.02.B.1. The proposal includes a TIA document which was prepared by an engineer licensed in the State of Washington. This standard is met.

CHAPTER 3 STORMWATER DRAINAGE AND EROSION CONTROL

3A Stormwater Management

3A.01 General

- A. *The criteria established by this chapter are intended to represent the minimum criteria for the design and construction of storm drainage facilities.*

3A.03 General design criteria

- A. *The "City of Winlock Stormwater Management Plan" and the most recent version of the "Stormwater Management Manual for the Puget Sound Basin" documents are considered a part of this chapter, except as supplemented herein. The Stormwater Management Plan sets forth the minimum drainage and erosion control requirements as supplemented herein.*
- B. *The specific design details of storm drainage and/or retention/detention systems will depend on their type and local site conditions. Properties shall not be developed in such a way as to discharge stormwater onto adjacent lots.*
- C. *Stormwater conveyance and detention systems shall be designed in accordance with the following design criteria:*

<i>Hydrologic Model</i>	
<i>Conveyance Design <50 acres</i>	<i>Rational Method SCS-based Hydrograph Method</i>

<p>>50 <200 acres >200 acres</p>	<p><i>Continuous Simulation Method</i></p>
<p><i>Detention Design</i> <50 acres >50 acres</p>	<p><i>SCS Unit Hydrograph Method with Level Pool Routing</i> <i>Continuous Simulation Method</i></p>

<p><i>Design Storm Frequency</i></p>	
<p><i>Conveyance</i></p>	<p><i>Capacity to handle:</i> <i>Pipes - 25-year storm event</i> <i>Ditches – 50-year storm event</i></p>
<p><i>Detention</i></p>	<p><i>Prevent peak flow increase:</i> <i>2-year storm event</i> <i>25-year storm event</i> <i>100-year storm event</i></p>
<p><i>Water Quality</i></p>	<p><i>Capture and treat:</i> <i>50% of 2-year storm event</i></p>

<p><i>Design Storm Duration/Distribution</i></p>	
<p><i>Hydrograph Method</i></p>	<p><i>24-hour duration</i></p>
<p><i>SCS Unit Hydrograph Method</i></p>	<p><i>24-hour durations</i> <i>SCS Type 1A distribution</i></p>
<p><i>Rational Method</i></p>	<p><i>Time of concentration</i> <i>Constant rainfall intensity</i></p>

3A.04 Conveyance

- *Pipe. Storm drainpipe within a public right-of-way or easement shall be sized to carry the maximum anticipated runoff from the contributing area. The calculations of anticipated runoff and pipe sizing shall be developed by a professional engineer licensed in the State of Washington. The Developer shall provide the calculations and all associated information to the City of Winlock.*
- *The minimum pipe size shall be twelve (12) inch diameter, The City may require the installation of a larger main if it is determined that a larger size is needed to serve adjacent areas or for future service. The installation of a larger main may allow the Developer to seek partial reimbursement through a Latecomers Agreement. (see Chapter 1 for details)*
- *All pipe used for storm mains shall comply with one of the following types:*

- *High-density polyethylene smooth interior pipe conforming to AASHTO M252 types or AASHTO M294 type S, with a gasketed bell and spigot joints.*
- *Where required or as directed by the City to meet specific site constraints, ductile iron pipe conforming to the requirements of AWWA C 151, thickness class 50 or greater or reinforced concrete pipe conforming to the requirements of AASHTO M 170.*
- *Aluminized steel helical or spiral rib pipe in diameters of thirty (30) inches or greater, with a Manning's value of 0.020 or less.*
- *Channels: Open vegetated channels may be utilized for stormwater conveyance when deemed appropriate by the City. Open channels located in a public right-of-way shall be sized to carry the maximum anticipated runoff from the contributing area without exceeding the confines of the channel. In addition, when the end of the "new" conveyance system is within twenty (20) feet of another piped drainage system, the "new" system shall be extended through the open portion to complete the closed system. Extensions to complete closed drainage systems will only be required along the property where the "new" system originates, unless deemed necessary by the City.*
- *When the flow of an open channel is interrupted by the construction of a driveway, the entire channel across the property shall be enclosed with a piped system, unless deemed impractical by the City. However, the culvert under the driveway must be installed to accommodate closure of the ditch in the future. The channel enclosure may necessitate the inclusion of manholes and/or catchbasins. (For Manholes please refer to Chapter 5 Standard Details).*

3A.05 Catchbasins

- A. *Maximum catchbasin spacing shall be 300-feet on all street classifications. No surface water shall cross any roadway to private property. Additional manholes and/or catchbasins may be required by the City to accommodate the maintenance needs of the storm system.*

3B Erosion Control

3B.01 General design criteria

1. *Design of erosion control and erosion control plans are required under the following conditions:*
 1. *Proposed land disturbance activities that could cause sediment runoff beyond the project limits.*
 2. *A Clearing, Filling or Grading Permit is required.*
 3. *The proposed project could possibly impact a nearby stream, wetland, or body of water.*
 4. *When deemed necessary by another permitting authority.*
2. *Site work shall not commence until all erosion control measures have been set in place in accordance with the approved erosion control plans.*
3. *The Contractor/applicant must ensure that all erosion control measures are properly maintained in accordance with standard industry procedures.*

3B.02 Best management practices

- A. *Erosion control shall include the following as applicable to address specific project conditions:*

1. *Sedimentation Ponds. Sedimentation ponds are utilized to collect runoff generated on a construction site, thereby allowing sediment to be captured before the runoff leaves the site.*
 - i. *Sedimentation pond design shall include the following considerations:*
 1. *computation of the sediment storage volume*
 2. *computation of the settling volume*
 3. *computation of the pond surface area - (surface area, in sf = 1,250 x 1-yr, 24 hour storm rate, in cfs)*
 - ii. *Minimum pond dimensions are as follows:*
 1. *2-foot depth for settling*
 2. *3-foot depth for sediment storage*
 3. *3:1 side slope*
 - iii. *The Contractor shall inspect sedimentation ponds immediately after each rain event to ensure the integrity of the facility. The Contractor shall also remove the majority of the sediment collected in the ponds whenever the storage volume is exceeded or the settling volume is infringed upon. In addition, prior to the final completion of the project, ponds shall be cleaned out in their entirety.*
 - iv. *The length/width ratio of the pond shall be as large as possible. A 5:1 ratio is the preferred minimum, but exceptions may be granted when deemed appropriate by the City. The pond shall be divided into a series of at least two (2) separate chambers. Perforated pipe risers shall be used to convey water between the chambers and at the outlet.*
2. *Interceptor Channels. Interceptor channels are used to capture runoff generated on a construction site before it can leave the project limits. The channel is often used in combination with a sedimentation pond. The channel is typically grass lined and runs along the perimeter of the site. The grass must be established prior to the start of construction. Therefore, sod is often used to establish the vegetated surface of the channel. Upon completion of the project, the sod can be removed and re-used if the ditch is filled in and restored with a suitable and stable cover material.*
3. *Sediment Barriers. Sediment barriers are filtering devices that are run along the perimeter of a site to capture sediment while allowing runoff water to continue along its natural path. Silt fencing and hay bales are common examples of sediment barriers. Regular removal of sediment is required to ensure that the barriers function properly. In addition, the structural integrity of the barriers must be maintained at all times. Barriers shall be installed, inspected and repaired, in accordance with the details and requirements included in these guidelines.*
4. *Stabilized Construction Entrance. A stabilized construction entrance is a rocked access point to a construction site. The entrance reduces material carried from the site onto the public right-of-way. Construction entrances must be cleared of mud and debris regularly to ensure that materials are not being tracked from the construction site, onto the right-of-way and beyond. The Contractor is responsible for all required maintenance of entrances.*
5. *Detention/Retention Facilities. No retention/detention facility shall be located in an area that is used to satisfy an open space requirement unless it enhances a recreational amenity. Use of designated open space areas for stormwater detention/retention and infiltration must satisfy all conditions of the City of Winlock*

for usability, landscape conformity and ease of access. The City will make the final determination whether or not the proposed stormwater facilities are compatible with and satisfy the intent of an open space.

- 6. The primary purpose of a consolidated open space is to provide usable area for recreation activities, buffer zones, and green belt areas, and must be designed for this intent. Any use of this area for stormwater detention/retention must clearly be subordinate to and not detract from open space uses. The usable open space shall be predominantly flat, and in no case, exceed 4:1 where drainage facilities are present. A minimum of 50 percent of the linear slope length shall not exceed 7:1.*
- 7. The City will review the use of commercial parking lots for stormwater detention on a case-by-case basis. The detention area shall be situated away from areas of pedestrian movement. The maximum depth of water in parking lot storage shall be limited to twelve (12) inches.*

FINDING: This proposal provides stormwater and erosion control design and details in the preliminary plan set. The TESC plan indicates stabilized construction entrance, silt fence and inlet sediment protection. Per storm drainage and utility plan, there will be two infiltration pond, and two type 1 catch basins with storm pipes. The storm drainage report shows Pond A is a 5-foot deep 2140 sf pond bottom, and Pond B is a 3-foot deep 1255 sf pond bottom. Pond A is the collection and treatment of the parking area, building and surrounding landscaping. Pond B is the collection and treatment of the offsite Cemetary Road. An infiltration rate of 0.25 inches per hour was used for this site, but this infiltration rate (0.25 in/hr.) was determined from USDA Soil Web report. Therefore, an infiltration study or geotechnical report shall provide to identify the infiltration rate. The standard is not met.

CONDITION OF APPROVAL: Prior to engineering approval, a final engineered stormwater plan, erosion control plan, and technical information report compliant with Chapter 3 of the City of Winlock's Design Guidelines shall be submitted for review and approval.

CONDITION OF APPROVAL: Prior to construction, erosion control devices shall be installed and shall remain in place during construction and afterwards until the soil has stabilized.

CHAPTER 4 WATER

4.01 General

- A. The Water System Criteria and Specifications are minimum base level performance, design and construction standards used to maintain uniformity of design within the water utility.*
- B. Any extension of the water system must be approved by the City and conform to these guidelines, Department of Health regulations and guidelines, the City of Winlock Water System Plan, and Lewis County Fire District No. 15 requirements to the extent not inconsistent with City criteria.*
- C. Proposed plans must show how water shall be supplied and the applicant shall demonstrate whether adequate water pressure and volume shall be maintained in case of fire. An analysis of the system may be required, at the Applicant's cost, if it appears that the system might be inadequate.*
- D. Anyone desiring to extend or connect to the City water system must contact the City for a Pre-construction Application form. After the completed application is returned to the City,*

along with any other information that may be required or requested, staff shall determine the conditions of service for connection to the water system.

- E. Extension of or connection to City water lines outside of the Winlock Urban Growth Area (UGA) may be limited under the provisions of the Lewis County Comprehensive Plan. The City shall not allow service outside of the UGA without written permission from the County.*

4.02 Design Criteria

- A. The design of any water extension/connection shall conform to these guidelines and all other applicable standards. The layout of extensions shall provide for continuation and/or looping of the existing system. The City has the authority to apply or necessitate items not covered or mentioned in this chapter.*
- B. All pipe, valves, meters, hydrants, fitting and special materials shall be new undamaged and designated for use in potable water systems. All labor, equipment and materials shall be in conformance with the Standard Specifications for Road, Bridge and Municipal Construction, WSDOT and APWA, and the specification of the American Water Works Association, except as modified herein. Materials or additives must be in compliance with NSF Standards 60 and 61 as required in WAC 246-290-220.*
- C. Watermains shall be sized to provide adequate Peak Hour Demand (PHD) at a minimum residual pressure of 30 psi and Maximum Day Demand (MDD) plus fire flows at a minimum residual pressure of at least 20 psi. Specific fire flow requirements shall be determined by the City for each development application. However, the quantity of water required shall in no case be less than 500 gpm at 20psi residual pressure for 30 minutes in residential areas; 750 gpm at 20psi residual pressure for 60 minutes multi-family residential and commercial areas; or 1,000gpm at 20psi residual pressure for 60 minutes in industrial areas.*
- D. The minimum watermain size shall be six (6) inches in diameter where looped. Dead-end mains shall be a minimum of eight (8) inches in diameter. All mains that may be extended or looped must end with an approved mechanical joint gate valve and 3-foot pipe extension, cap and thrust blocking.*
- E. Larger sized mains may be required in specific areas identified in the Winlock Water System Plan. The City may also require the installation of larger mains if determined necessary to meet fire protection needs, domestic requirements and/or for future service needs.*

FINDING: The preliminary plan set proposes to access water via a connection to the existing water main in Cemetary Road. Therefore, the standards contained within this section apply to this proposal.

CONDITION OF APPROVAL: Prior to engineering approval, engineered water plans compliant with Chapter 4 of the Design Guidelines shall be submitted to the city for review and approval.

CHAPTER 5 SANITARY SEWER

5A General Considerations

5A.01 General

- A. *Within the corporate City limits where public sewer is available, it must be used. Connection is not required provided that the property is more than 500-feet from the public sewer, except in the case of land development where the developed property abuts a right-of-way in which a public sewer is located or where a service connection is otherwise provided. In this case, connection of all structures generating sewage shall be required to connect to the public sewer regardless of distance.*
- B. *Anyone desiring to extend or connect to the City sewer system must contact the City for a Pre-construction Application form. After the completed application is returned to the City, along with any other information that may be required or requested, staff will determine the conditions of service for connection to the sewer system.*
- C. *All sewers shall be designed as a gravity sewer whenever physically and/or economically feasible or as outlined in the City of Winlock General Sewer Plan.*
- D. *Extension of or connection to sewer lines outside of the Winlock Urban Growth Area (UGA) may be limited under the provisions of the Lewis County Comprehensive Plan. The City will not allow service outside of the UGA without written permission from the County.*
- E. *Maintenance of the building sewers shall be the responsibility of the property owner while the remaining sewer lateral and main shall be the City's responsibility.*

5B Gravity Sewers

5B.01 General Design Criteria

- A. *The design of any sewer extension/connection will conform to these Design Criteria, Department of Ecology's "Criteria of Sewage Works Design," (Orange Book) and any applicable criteria as set forth herein.*
- B. *New gravity sewer systems shall be designed on the basis of an average daily per capita flow of sewage of not less than 100 gallons per day. See the following Orange Book Table G2-2 Design Basis for New Sewage Works. This figure is assumed to cover normal infiltration, but an additional allowance shall be made where conditions are unfavorable. Generally, laterals and sub-main sewers should be designed to carry, when running full, not less than 400-gallons daily per capita contributions of sewage. When deviations from the foregoing per capita rates are used, a description of the procedure used for sewer design shall be submitted to the City for review and approval.*
- C. *The minimum size for mains shall be eight (8) inch inside diameter. Sewer mains shall be sized for the ultimate development of the tributary area. Nothing will preclude the City from requiring the installation of a larger sized main if the City determines a larger size is needed to meet the requirements for future service.*
- D. *Sewer mains shall be constructed using materials conforming to the following:*
 - a. *PVC pipe six (6) to fifteen (15) inches diameter must meet either ASTM D 3034, SDR 35 solid wall pipe, or ASTM F 794 for solid seamless profile pipe; or*
 - b. *PVC pipe 18 to 27 inches diameter shall conform to ASTM F679 Type 1 only.*
 - c. *All joints for the PVC pipe shall conform to ASTM D 3212 with rubber gaskets conforming to ASTM F 477.*
- E. *Gravity sewer shall have a minimum depth of five (5) feet, unless otherwise approved. Actual depth shall be determined by slope, flow, velocity and elevation of existing system.*

5B.02 Slope

- A. *All sewers shall be designed and constructed to give mean velocities, when flowing full, of not less than 2.0 feet per second based on Manning's Formula using an "n" value of 0.013. Use of other practical "n" values may be permitted by the City, if deemed justifiable on the basis of research or field data submitted. Provide minimum slope as designated in Orange Book, however, slopes greater than these are desirable.*
- B. *Under special conditions, slopes slightly less than is required for the 2.0 feet per second velocity, may be permitted by the City. Such decreased slopes will only be considered where the depth of flow shall be thirty (30) percent of the diameter or greater for design average flow. Whenever such decreased slopes are proposed, the design engineer shall furnish the City with the plans and computations of the depths of flow at minimum, average, and daily or hourly rates of flow. Larger pipe will not be allowed to achieve lesser slopes.*
- C. *Gravity sewers shall be designed with a straight alignment and constant slope between manholes.*

5B.07 Sewer Laterals

- A. *All sewer lateral connections to the main shall be made with a sanitary tee connection. A cleanout shall be provided at the edge of the right-of-way as shown in the Standard Details.*
- B. *Building sewers shall be a minimum diameter of four (4) inches for single residential service and six (6) inches for all other services. Maintenance of the building sewer is the responsibility of the property owner.*
- C. *Sewer laterals shall be a minimum diameter of six (6) inches. Maintenance of the sewer lateral is the responsibility of the City. Each property shall be served by an individual sewer lateral. In addition, each unit of a duplex shall be served by separate sewer laterals.*
- D. *Prior to connection or installation of building sewers or sewer laterals, a Side Sewer Permit must be obtained from the City. Materials and design criteria for a building sewer are covered by the applicable plumbing code as adopted by the City.*
- E. *In order to avoid the possibility of backup in the sewer lateral from head pressures in the sewer main, the City may require that a backwater valve be installed at the property owner's expense. Operation and maintenance of the backwater valve shall be the responsibility of the property owner under discretion of the City.*

FINDING: The proposal includes a sanitary sewer connection to the city sewer system on SR 505; therefore, the standards contained within this section apply.

CONDITION OF APPROVAL: Prior to engineering approval, engineered sewer plans compliant with Chapter 5 of the Design Guidelines shall be submitted to the city for review and approval.

V. COMMENTS

General Comments

- A. DAHP has responded to the SEPA review process requesting an Inadvertent Discovery Plan (IDP) be developed prior to construction. The City has conditioned that an IDP be submitted for review prior to engineering approval.

- B. Lewis County has responded to the SEPA review process commenting that a road approach permit must be obtained from Lewis County Public Works if any new approach or modification and/or change of use of existing road approaches to Cemetary road occur.

VI. CONDITION OF APPROVAL

A. Prior to Engineering Approval

- 1) Prior to engineering approval, the applicant shall submit a fully complete final civil engineering package for review and approval.
- 2) Prior to engineering approval, architectural and site design plans satisfying all parts of WDC Section 2.050.040.I. Site Planning and Architectural Design Guidelines shall be submitted and approved by the City.
- 3) Prior to engineering approval, the project owner shall provide all necessary documents per WDC Chapter 3.225 Legal Lot Determination, section D Application and Submittal Requirements for city review and approval.
- 4) Prior to engineering approval, a lighting plan satisfying section 3.245.040 of the Winlock Development Code and section 2D of the Winlock Design Guidelines shall be provided.
- 5) Prior to engineering approval, the applicant shall submit a critical area memo that demonstrates compliance with WDC 4.010.120(5)(e) and WDC 4.010.120(6) to clarify that there will be no prohibited facilities, storage tanks, and aboveground tanks installed in the development site. Additionally, employee spill response training shall be provided in accordance with WDC 4.010.120(8).
- 6) Prior to engineering approval, the driveway design shall be in accordance with the City of Winlock design guidelines. All materials and methods shall be reviewed by the City for compliance with applicable standards.
- 7) Prior to engineering approval, the engineering plans shall provide details demonstrating compliance with the surfacing requirements of 2B.14.
- 8) Prior to engineering approval, the site plan shall include concrete sidewalks design information. All the sidewalk construction must demonstrate compliance with standards and approved by the City of Winlock.
- 9) Prior to engineering approval, submit a final lighting plan compliant with section 2D for city review and approval.
- 10) Prior to engineering approval, a final engineered stormwater plan, erosion control plan, and technical information report compliant with Chapter 3 of the City of Winlock's Design Guidelines shall be submitted for review and approval.
- 11) Prior to engineering approval, engineered water plans compliant with Chapter 4 of the Design Guidelines shall be submitted to the city for review and approval.
- 12) Prior to engineering approval, engineered sewer plans compliant with Chapter 5 of the Design Guidelines shall be submitted to the city for review and approval.

B. Prior to Construction

- 1) Prior to construction, the applicant shall apply for a right-of-way permit.
- 2) Prior to construction, the installer of any backflow prevention devices shall obtain a plumbing permit.
- 3) Prior to construction, the applicant shall receive engineering approval by submitting all necessary plans and documents to satisfy the International Building and/or Residential Codes, the Uniform Plumbing Code, the International Fire Code, the International Mechanical and/or Fuel Cas Codes, the International Property

Maintenance Code, and the International Existing Building Code. The applicant shall apply for all necessary building permits, pay associated fees, and be in possession of said permits.

- 4) Prior to construction, erosion control devices shall be installed and shall remain in place during construction and afterwards until the soil has stabilized.

C. General

- 1) No signs shall be installed without a sign permit issued by the City of Winlock. Sign area, size and location shall be in accordance with WDC 3.275.
- 2) Applicant shall obtain an Ecology Construction Stormwater General Permit prior to beginning construction.

DECISION

Based upon the proposed plan, and the findings and conclusion stated above and within the attached reports and decisions, the City of Winlock Community Development Director hereby **Approves with Conditions.**

EXHIBIT LIST

Project Name: Construction of Dollar General store and associated site improvements

DOLLAR GENERAL - SITE PLAN	
EXHIBIT #	DESCRIPTION
1	Dollar General Plan Set
2	Dollar General ALTA/NSPS Land Title Survey
3	ALTA Commitment for Title Insurance
4	Approval Criteria Compliance
5	Archaeological Predetermination
6	WDC 1.030.050(B) - Standards for Technical Completeness
7	Legal Description
8	A radius of 300 feet of the site owner names and addresses
9	Master Site Plan Application
10	Owner Consent Form
11	Permit Application Grading & Fill
12	Request for Pre-application Conference
13	SEPA Environmental Checklist
14	Cultural Resources Report
15	Traffic Impact Analysis
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