



Vancouver City Council

Anne McEnerny-Ogde, Mayor

Bart Hansen • Iv Stober • Erik Paulsen

Vancouver

WASHINGTON

Sarah J. Fox · Diana H. Perez · Kim D. Harless

WASHINGTON

## City Council Meeting Agenda July 1, 2024

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In accordance with the Open Public Meetings Act (OPMA), the Vancouver City Council meeting will be open to in-person attendance. Options for viewing and/or participating in the meeting remotely will also be accommodated (see details below). The City Council will be attending this meeting in person.

All City Council workshops and meetings are broadcast (live closed captioning available) on [www.cvtv.org](http://www.cvtv.org), CVTV cable channels 23 / HD 323, and on the City's Facebook page, [www.facebook.com/VancouverUS](http://www.facebook.com/VancouverUS).

**Public testimony** will be accepted regarding any matter on the agenda below. ***Advance registration will be required (see details below).***

Unless otherwise announced by the Presiding Officer, each speaker may testify once for up to three minutes under each public testimony opportunity below and will be asked to provide their name and city of residence for the record.

Testimony will be accepted in the following manner:

- **Written comments submitted in advance**

Comments may be sent to [council@cityofvancouver.us](mailto:council@cityofvancouver.us) until 12:00 p.m. July 1. Comments will be compiled and sent to the City Council and entered into the record.

- **In-person or remote testimony during the meeting**

Register in-person at City Hall. In-person registration is open until 6:30 p.m. on July 1. Instructions will be provided on-site.

Register to testify online. Online registration is open until 12:00 p.m. on July 1.

Visit the following website for more information and to register:

<https://www.cityofvancouver.us/departments/mayor-city-council/> under Public Participation, or call the City Manager's Office at (360) 487-8600.

Further instructions for accessing the virtual meeting (for remote testimony) will be provided upon registration.

Upon request, printouts of agenda materials will be provided, including large print.

**WORKSHOPS: 4:00-6:00 p.m.**

Vancouver City Hall - Council Chambers - 415 W 6th Street, Vancouver WA

**Workers Compensation Update**

(Approximately 1 Hour)

*Brent Waddle, Risk and Safety Manager, 360-487-8436; Antoinette Gasbarre, Human Resources Director, 360-487-8607*

**Police Levy Recommendation**

(Approximately 1 Hour, to immediately follow previous workshop)

*Jeff Mori, Police Chief, 360-487-7498; Natasha Ramras, Chief Financial Officer, 360-487-8484*

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# **COUNCIL DINNER/ADMINISTRATIVE UPDATES (6:00-6:30 PM)**

## **REGULAR COUNCIL MEETING**

6:30 PM

Vancouver City Hall - Council Chambers - 415 W 6th Street, Vancouver WA

### **Pledge of Allegiance**

### **Call to Order and Roll Call**

### **Proclamations: Independence Day**

### **Community Communications**

This is the place on the agenda where the public is invited to speak to Council regarding any matter on the Agenda not already scheduled for Public Hearing. (Separate instructions are provided for offering testimony on Public Hearing when applicable.) This includes the option to testify about Workshops. Members of the public addressing Council are requested to give their name and city of residence for the audio record. Speakers are to limit their testimony to a total of three minutes for all items combined.

### **Consent Agenda (Items 1-8)**

The following items will be passed by a single motion to approve all listed actions and resolutions. There will be no discussion on these items unless requested by Council. If discussion is requested, the item will be moved from the Consent Agenda and considered separately - after the motion has been made and passed to approve the remaining items.

1. **Construction Acceptance - Construction and Rehabilitation of Industrial Pump Station per Bid 22-31**

Staff Report: 124-24

Request: Accept the Construction and Rehabilitation of Industrial Pump Station project as constructed by Clark and Sons Excavating, Inc. of Battle Ground, WA and authorize release of bond, subject to receipt of all documentation required by law.

*Frank Dick, Wastewater Treatment Program Manager, 360-487-7179*

2. **Contract Amendment - Approval of increasing the threshold of an existing contract with Vanquish Investment Group (DBA: Pacific Service Center): C-101447**

Staff Report: 125-24

Request: Authorize the City Manager, or their designee, to increase the spending limit with Vanquish Investment Group for cargo van upfitting on an as-needed basis by \$700,000, to a not-to-exceed amount of \$1,000,000.

*Jake Mahan, Senior Management Analyst, 360-487-8195;  
Dan Zenger, Equipment Superintendent, 360-487-8205*

3. **Piggyback Contract - Approval of an increase for purchasing a sewer pipe inspection van and related equipment using Sourcewell Contract 120721-RVL: C-101556**

Staff Report: 034-24

Request: Authorize the City Manager, or their designee, to approve purchases under C-101556: Sourcewell 120721-RVL for the life of the contract with SWS Equipment up to the current authorized budget.

*Jake Mahan, Senior Management Analyst, 360-487-8195;  
Dan Zenger, Equipment Superintendent, 360-487-8205*

4. **Contract Amendment - Professional Services Agreement for Community Court Services-Zhen Building Location**

Staff Report: 126-24

Request: Approve the amendment to Professional Services Agreement for Community Court Services - Zhen Building Location.

*Jamie Spinelli, Homeless Response Manager, 360-487-8610; Linda Carlson, Property Management Specialist, 360-487-8423*

5. **Partial Sewer Easement Vacation - Park Meadow Subdivision**

Staff Report: 127-24

Request: Authorize the City Manager, or designee, to sign the attached easement release.

*Sheryl Hale, Senior Civil Engineer, 360-487-7151*

6. **Felida Park Senior Housing and PACE Facility - Connecting Housing to Infrastructure Program Award**

Staff Report: 128-24

**A RESOLUTION** relating to low-income housing; providing for acceptance of the 2023 Connecting Housing through Infrastructure Program (CHIP) funding award for the Felida Park Senior Housing and PACE Facility project and authorizing the City Manager to execute agreements and other related documents on behalf of the City of Vancouver for this award.

Request: Approve a resolution authorizing the City of Vancouver to accept and administer the \$949,473 CHIP grant for the Felida Park Senior Housing Project and the PACE facility, and to

approve the reallocation of this award from Clark County.

*Hayley Woodbridge, Associate Housing Project Coordinator, 360-487-7867; Samantha Whitley, Housing Programs Manager, 360-487-7952*

**7. Aviation Advisory Committee Appointments**

Request: Reappoint Laura Krueger for a full-term with a term expiration of May 15, 2027. Appoint Austin Merle and Joe Ong to full-term positions that would begin immediately and expire May 15, 2027. Lastly, appoint Shon Lindley to a mid-term position that would begin immediately and expire May 15, 2025.

*Council Committee 1 & 2*

**8. Approval of Claim Vouchers**

Request: Approve claim vouchers for June 17, 2024.

**Public Hearings (Item 9)**

The following item(s) are scheduled for public hearing. Members of the public addressing Council are requested to give their name and city of residence for the audio record. Unless otherwise announced by the Presiding Officer, speakers are to limit their testimony to three minutes for each public hearing.

**9. South Cascade Terrace Subdivision**

Staff Report: 105-24

**AN ORDINANCE** rendering findings and issuing a decision on the South Cascade Terrace zone change from R-9 Lower Density Residential to R-17 Lower Density Residential; and a 60-lot subdivision; and providing for severability and an effective date.

Request: On Monday, July 1, 2024, subject to second reading and quasi-judicial public hearing, approve the ordinance.

*Kristian Corbin, Senior Planner, 360-487-7818*

**Communications**

**A. From the Council**

**B. From the Mayor**

**C. From the City Manager**

## Fort Vancouver Regional Library Board Update

### **Adjournment**

*City Hall is served by C-TRAN. Route information and schedules are available online at [www.c-tran.com](http://www.c-tran.com). You also may reach C-TRAN at (360) 695-0123 for more information on times, fares, and routes.*

*Anyone needing language interpretation services or accommodations with a disability at a Vancouver City Council meeting may contact the City Manager's staff at (360) 487-8600 (Voice/TTY 487-8602). Assistive listening devices and live Closed Captioning are available for the deaf, hard of hearing and general public use. Please notify a staff person if you wish to use one of the devices. Every attempt at reasonable accommodation will be made. To request this agenda in another format, please also contact the phone numbers listed above.*



**Item #**

**TO:** Mayor and City Council

**FROM:** Eric Holmes, City Manager

**DATE:** 7/1/2024

**SUBJECT** Workers Compensation Update

**ATTACHMENTS:**

- Presentation



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# Workers' Compensation Program

**Brent Waddle**

Risk and Safety Manager

Human Resources: Risk and Safety Division

July 1, 2024

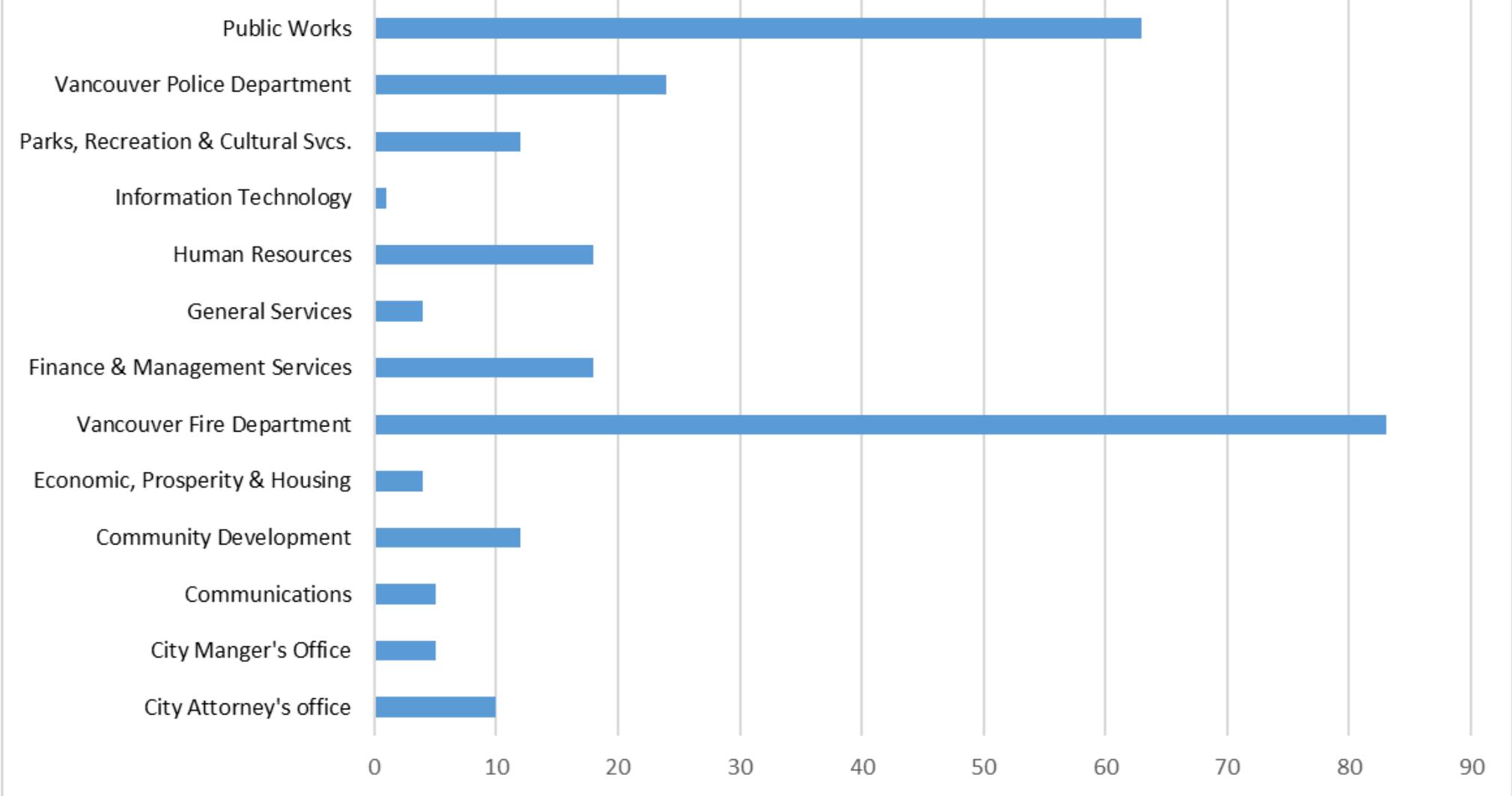


# Agenda

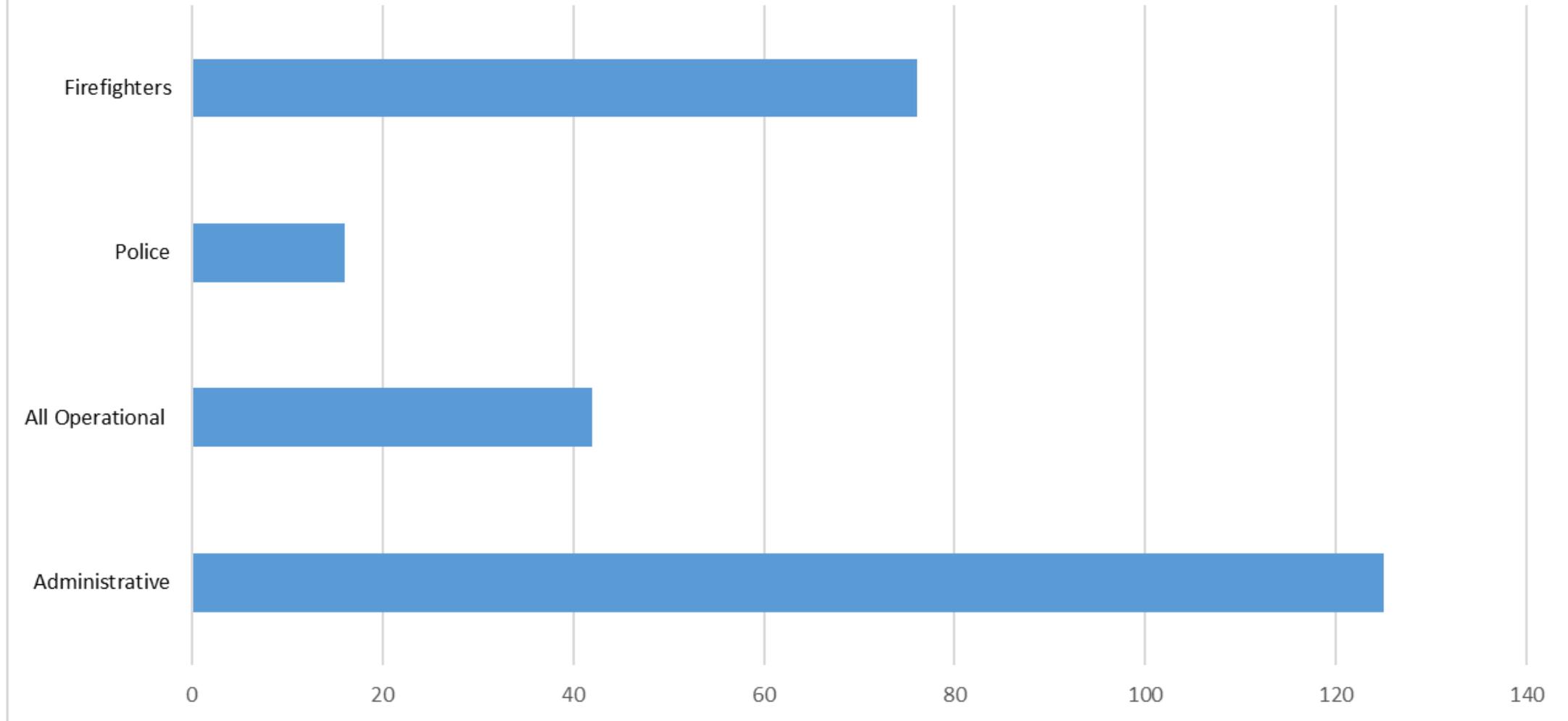
- Employee Survey Results
- Association of Washington Cities (AWC)
- Discussion and Council Direction



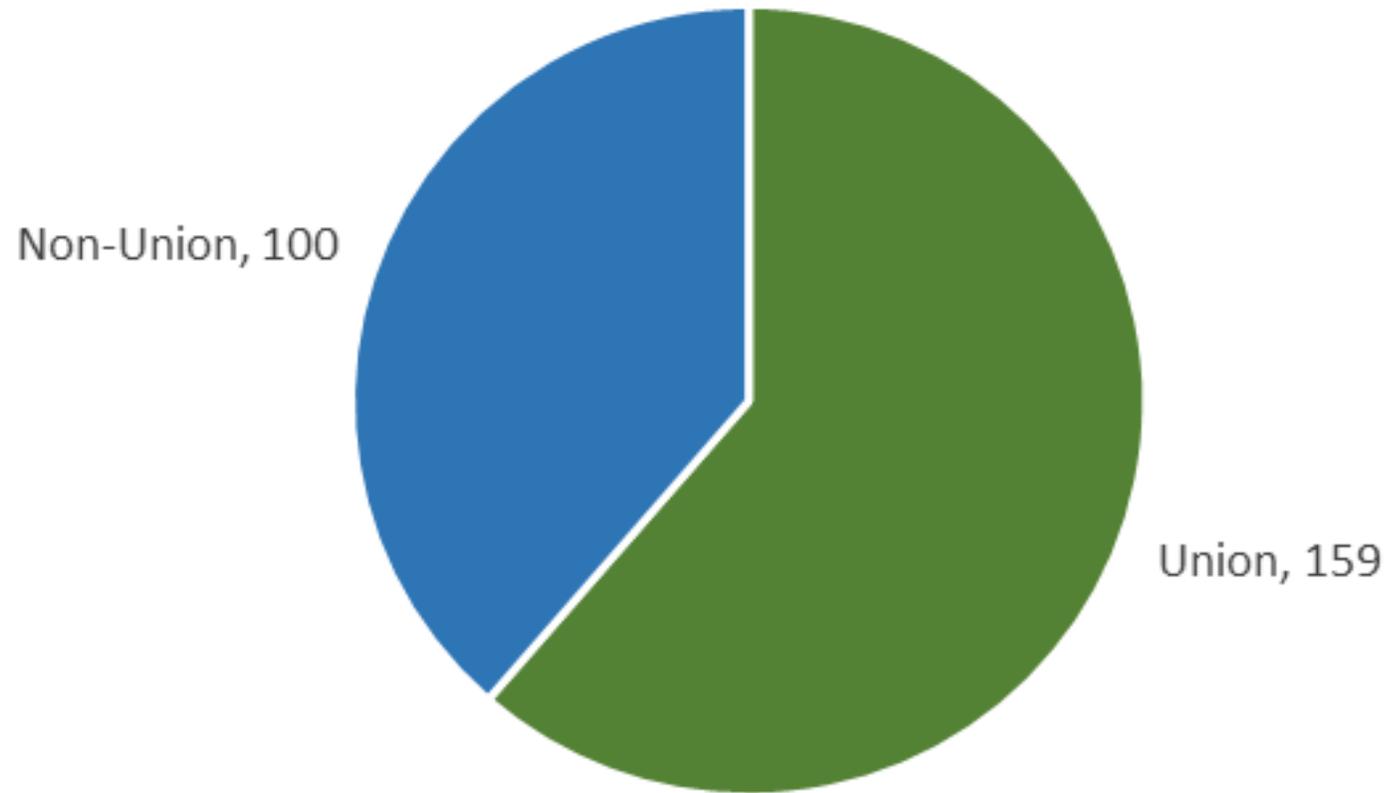
### What Department are you in?



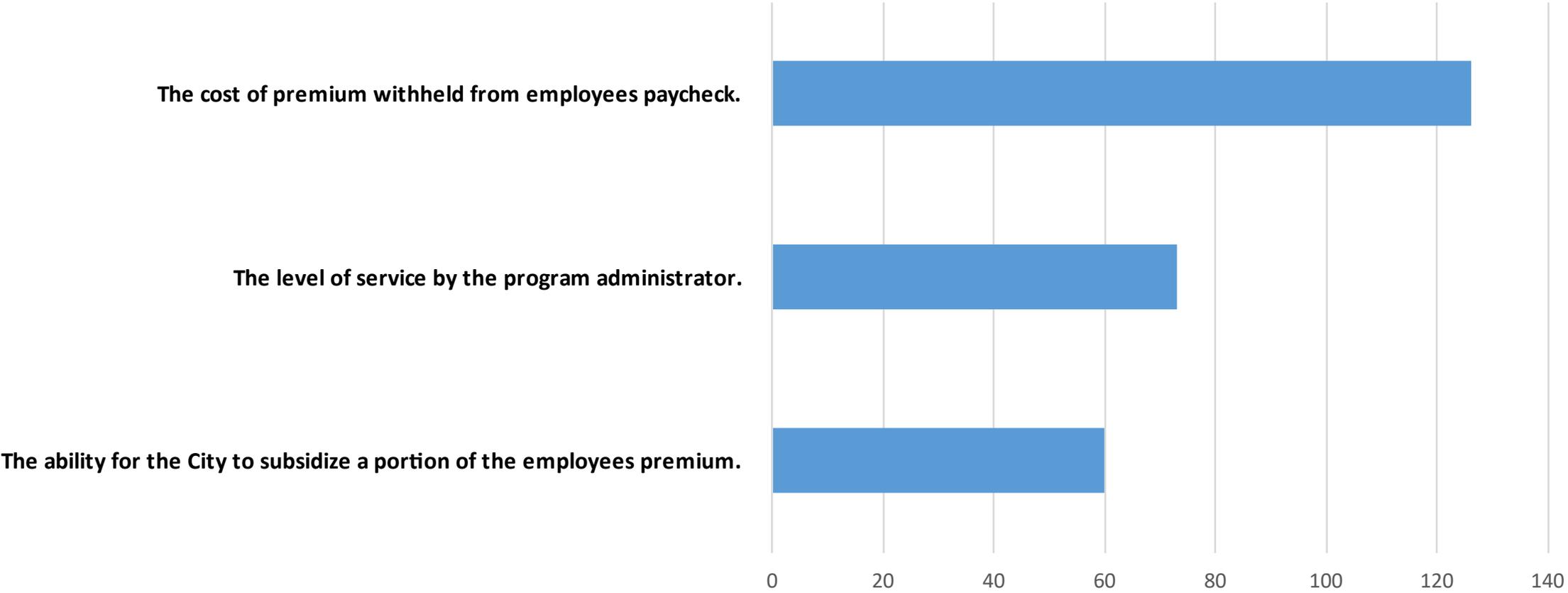
## What workers' compensation classification?



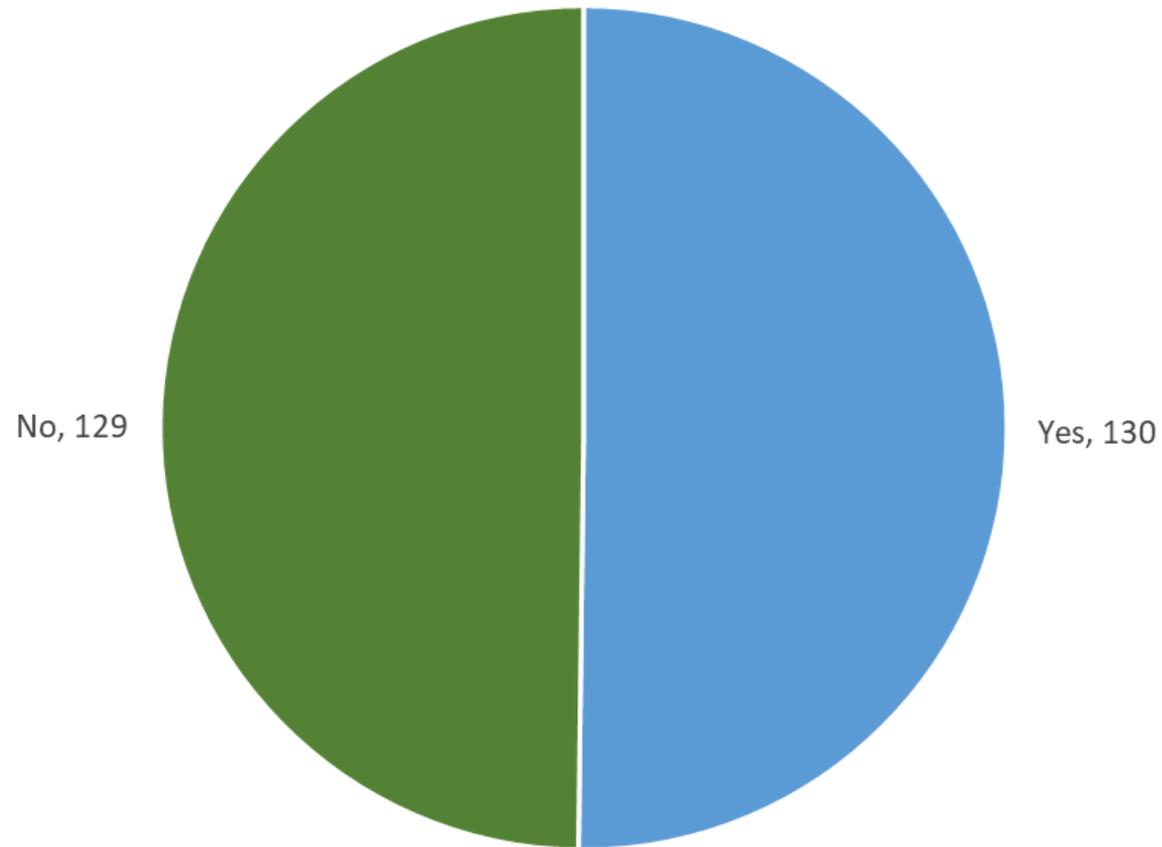
## Are you a union or non-union employee?



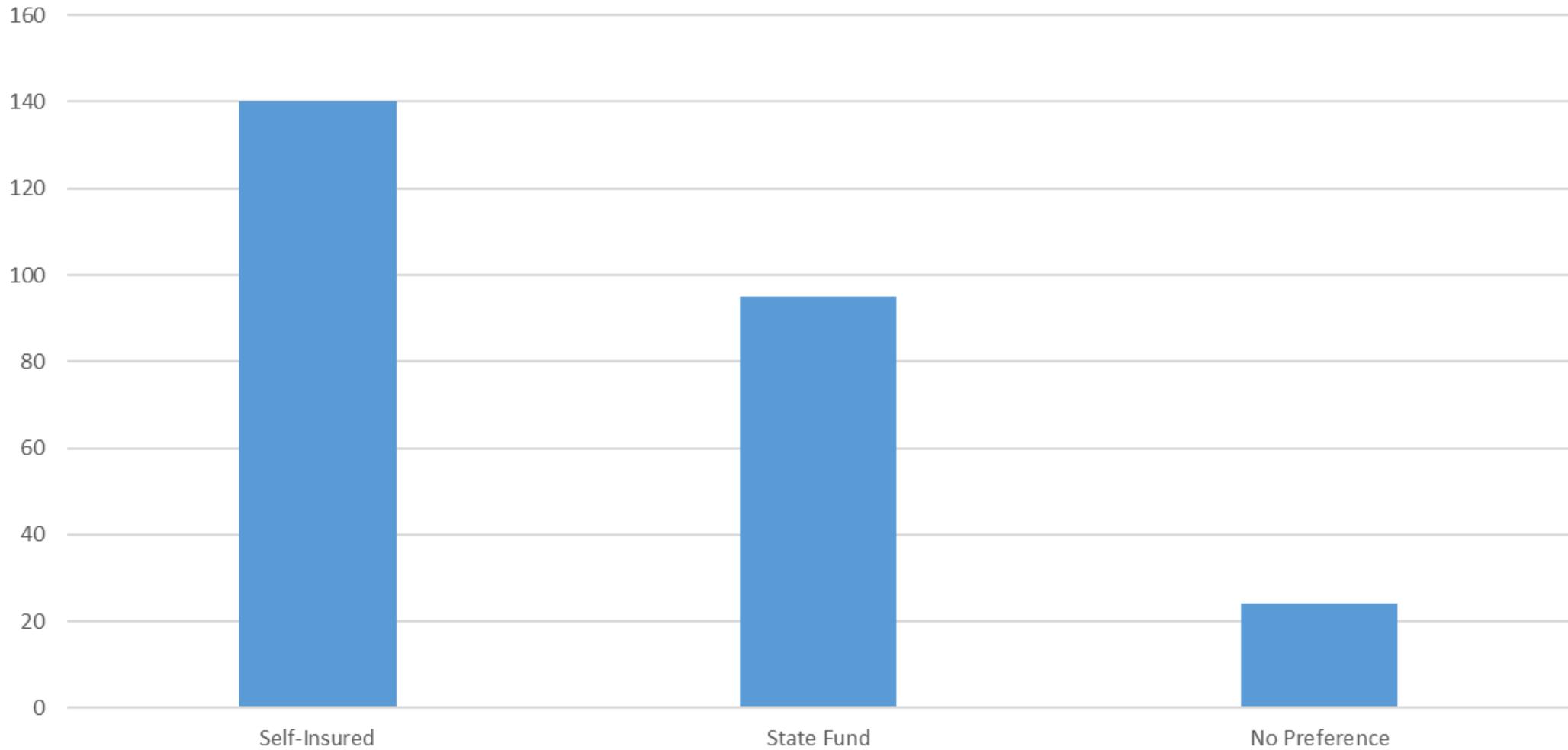
**Please rank the qualities of a workers' compensation program. (Place most valued quality at the top and the least valued at the bottom)**



**Would you be willing to pay more for workers' compensation program if it meant better services to those employees in higher risk jobs such as Police or Fire?**



**If given the option, would you prefer our organization to be self-insured or be part of the state fund for workers' compensation?**





# Association of Washington Cities (AWC)

**Carol Wilmes**

Director of Member Pooling Programs  
Association of Washington Cities

**Ian Payne**

Retro Program Director  
Association of Washington Cities



## Vision statement

Every employee | Home safe | Every night

## Mission statement

Through the power of pooling, we are the premier public entity workers' compensation program in the State of Washington. We achieve the highest standards for comprehensive employee safety programs. Together, we provide financial stability and exceptional stewardship of public resources.

## Strategic goals

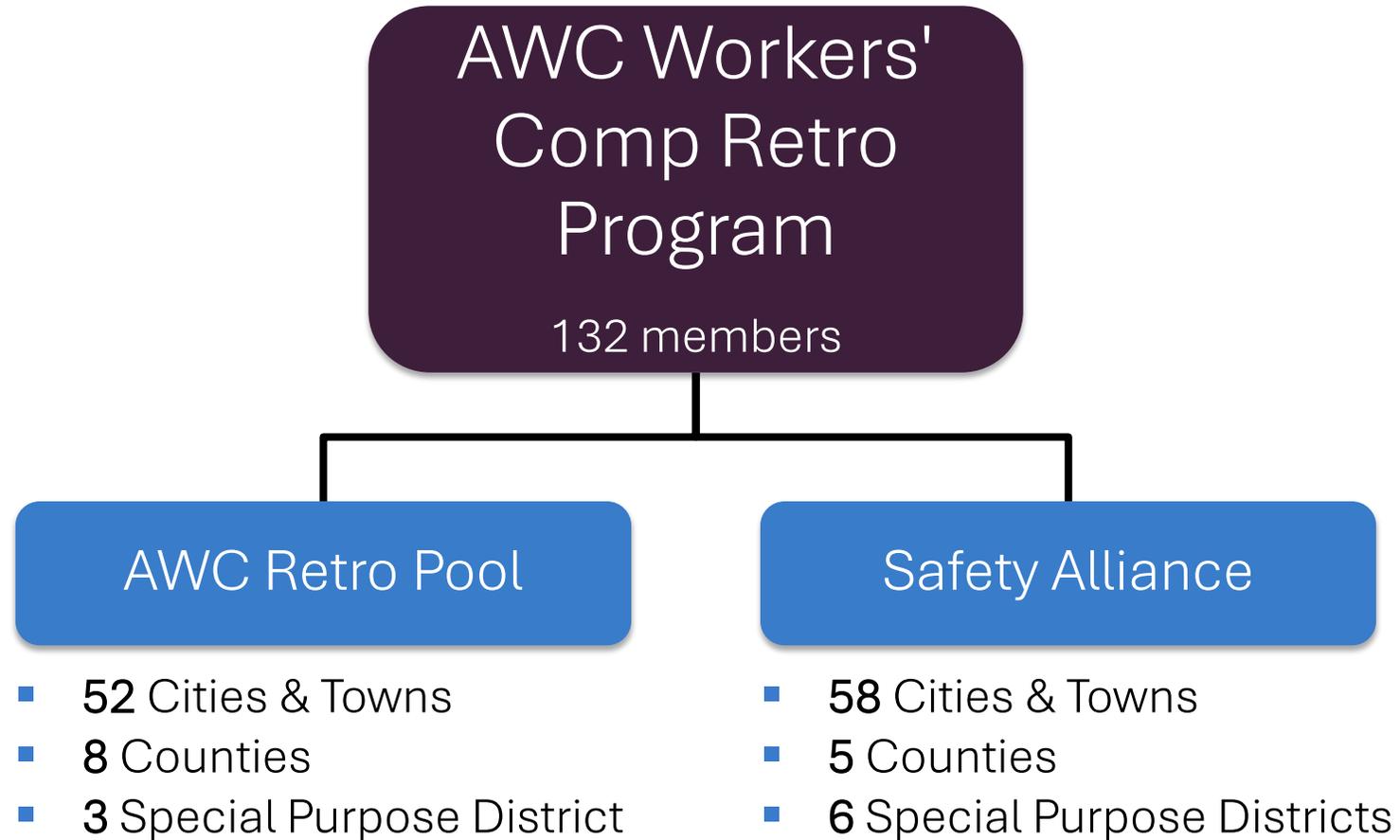
**Technology** – Utilize technology for optimal internal operations and provide innovative solutions, tools and resources to members

**Financial stability** – Maintain the Retro Program's fiscal health and sustainability

**Workplace culture** – Educate members at all levels – elected, executive, supervisory, and workers – on the value of a safe and healthy workplace and how to successfully achieve that environment

**Member services** – Promote the value of Retro Program membership to current and potential members by providing meaningful and relevant services, tools and resources

# AWC Retro membership



# Claims management

- **Claim resolution**
  - Assigned Claims Coordinator ensures claims decisions are timely, legal, and fair to the employer
  - Communication with medical provider, L&I, employer, and injured worker
- **Stay at Work/Transitional work**
  - Decrease worklessness, increase morale
  - Reimbursement \$ back to employer
- **Assistance with BIIA Appeals**

# Retrospective rating in Washington

- A safety incentive program that offers the opportunity for employers and groups to recoup workers' compensation premiums retroactively
- In Washington participation is limited to state fund employers
- Success comes from reduction occupational injuries and lowering claims costs

# Participation in L&I retrospective rating

- Employer organizations can join individually, or with a homogenous group
- Each participant chooses a plan design annually which sets out limits on individual claim and total pool losses
- L&I applies loss development factors to claims costs to project long-term exposure; these factors are updated quarterly during the adjustment window

# How retrospective rating works



- “Retro Year” - lasts 12 months; can start at any quarter
- Each “Retro Year” has 3 adjustments (look-backs)
- L&I evaluates each Pool’s premiums and claims costs to determine a refund or assessment.

# How are Retro refunds calculated?

1. Standard premium is aggregated across Pool membership for a given year.
2. The claims costs for all members in the Retro group are summed, adjusted, and capped. Various administration charges are added. This is *retro premium*, which is based on the performance of your group as of the Freeze date.
3. L&I subtracts the retro premium from the standard premium. If the result is greater than zero, the group gets a refund. Less than zero, an assessment for additional premiums is issued.

## Simplified Retro Calculation



Every employee | Home safe | Every night

# Retro Program policies, Article V

## 1. Joining the Retro Pool

### (a) Cities/towns

Cities or towns that are members of the AWC are eligible to join the Retro Program, but are subject to the following criteria:

- (i) Must have a three year average Standard Premium of \$60,000 or greater. The three years' average is based on the 12 most recent quarters of premium reported to Labor & Industries at time of application.
- (ii) At least two of the last three adjusted Retro years would have had a positive impact on the Retro Pool. Using claim costs at time of review, and Development Factors at most recent adjustment for each corresponding year.
- (iii) Must have an established safety committee in compliance with WAC 296-800-130.
- (iv) Must have a written Accident Prevention Program in accordance with WAC 296-800-140.
- (v) Must have a written Return-to-Work policy.

# Actuarial Review

Association of Washington Cities Retro Program

Prospective Member Review – City of Vancouver  
May 22, 2024



# Considerations

## Historical experience

- Would Vancouver's loss experience have had a positive or negative contribution to a refund?
  - Loss amounts in years 2020-2023
  - Premium using state fund rates in 2020-2023

## Experience rating

- When will experience rating impact Vancouver's state fund premium?

## Member size

- Would adding Vancouver provide a benefit by increasing the retro program size?

## Additional risk

- How much more risk is assumed by the retro program with the addition of Vancouver?

# Loss experience

- Approach
  - Apples-to-apples comparison of losses and premium (loss ratio = loss/premium)
  - Run through AWC retro calculation without max loss ratio limitation
- Results – estimates for 3 years

Year	Premium	Indicated Loss Ratio	Refund %	Refund/ (Assessment) Contribution
2020-21	\$2.4m	132%	-97%	(\$2.3m)
2021-22	2.5m	137%	-105%	(2.6m)
2022-23	2.9m	44%	30%	0.9m
Total	7.8m	100%	-52%	(4.0m)

# Retro Program membership invitation

- The Retro Board met on June 18 and considered potential program membership for City of Vancouver
- Based on Retro Program policy and actuarial analysis, the AWC Retro Board has approved Safety Alliance membership for the City of Vancouver.

# State fund experience - claims

- Claims are randomly assigned to appropriate claims managers; not employer-based assignments
- Assigned claims adjudicator makes all allowance, benefit, and claim resolution decisions
- Claim managers may communicate with employers, but do not typically coordinate

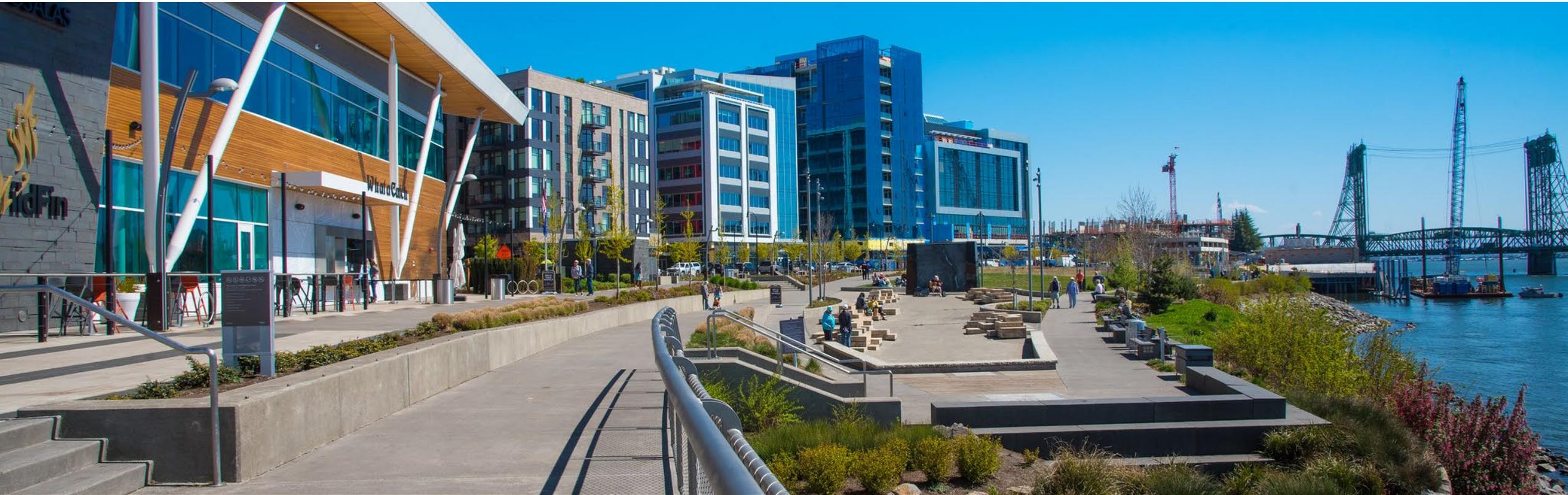
# State fund experience – employer account

- State fund employers pay premiums and are experience rated based on risk classes – employee groups with like duties and hazard exposures
- Organizations have assigned account managers that assist with items like risk class assignments/corrections
- Most contact will be initiated by the employer

# State fund experience – retro group or TPA

- Employer's administrator handles all direct communication from L&I on workers' compensation claims
- Administrator monitors and coordinates claims, advising and engaging with employer when appropriate
- Retro groups are parties to claims for participating employers, third-party administrators are not

# Discussion / Council Direction





Item #

**TO:** Mayor and City Council

**FROM:** Eric Holmes, City Manager

**DATE:** 7/1/2024

**SUBJECT** Police Levy Recommendation

**Action Requested**

**ATTACHMENTS:**

- Presentation
- Police Community Advisory Committee Report



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# Police Community Advisory Committee Recommendations

**City Council Workshop**

Eric Holmes, Jeff Mori, Natasha Ramras

July 1, 2024



# Agenda

- Provide an overview of the engagement process with the Police Community Advisory Committee
- Desired outcomes
- Proposed Investments
- Proposed Funding Mechanism
- Next Steps



# Public Engagement Process

- In January 2024, the City selected 13 community members from 110 applicants to serve on the Police Community Advisory Committee
- The committee also includes three members of the City Council



# Police Advisory Committee Members

- Martha Baumgarten
- Paul Burgess
- Gabriela Ewing
- Mark Frazier
- Lester Griffin
- Josie Hyde
- James Kirkendall
- Sidney Morgan
- Jean-Pierre Parent
- Cindy Reed
- Dominick Rose
- Destiny Trevino
- Mayor Ann McEnery-Ogle
- Mayor Pro-Tem Erik Paulsen
- Councilor Sarah Fox



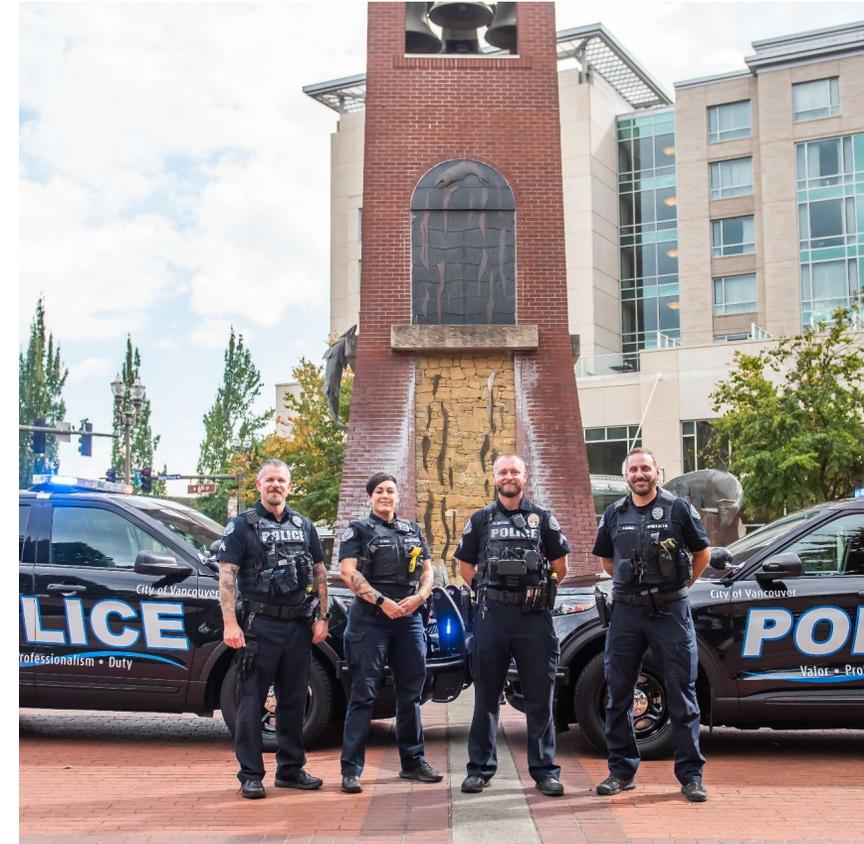
# Public Engagement Process

- Over six meetings, the committee worked to:
  - Define the desired increase in the current service level
  - Identify priorities and outcomes that are meaningful to the community
  - Make a recommendation on a proposed funding strategy
- A draft recommendations report has been delivered for Council review



# Desired Outcomes of Investment in VPD

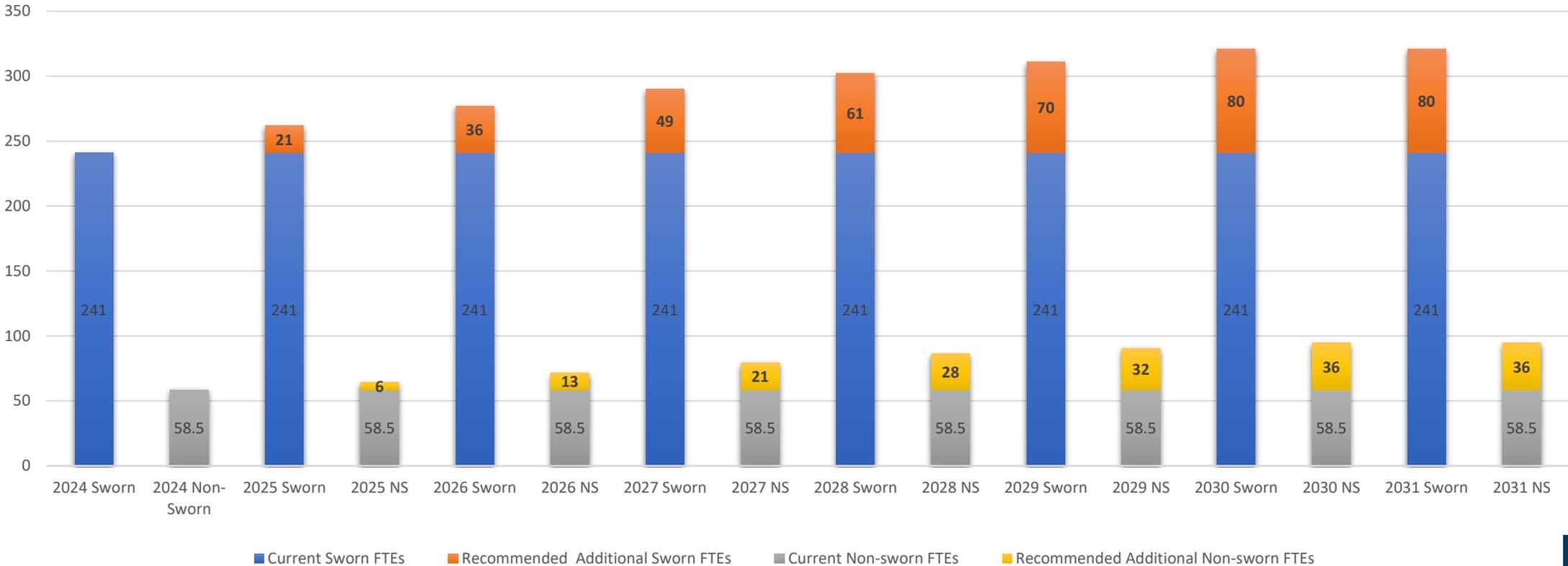
- Reduce rate of violent and property crimes
- Increase capacity to investigate crimes
- Increase capacity for patrol, traffic enforcement, co-response models and community conflict resolution
- Increase capacity to engage in proactive community policing
  - Neighborhood Police Officer (NPO) program
  - Homeless Assistance Resource Team (HART)
- Traffic Enforcement Camera Program



# Recommendation: Increase VPD Staffing by 116 FTEs

- Add 80 Sworn FTEs, phased in over a 6-year period
- Add 36 Non-Sworn FTEs, phased in over a 6-year period

Current v.s Recommended FTEs



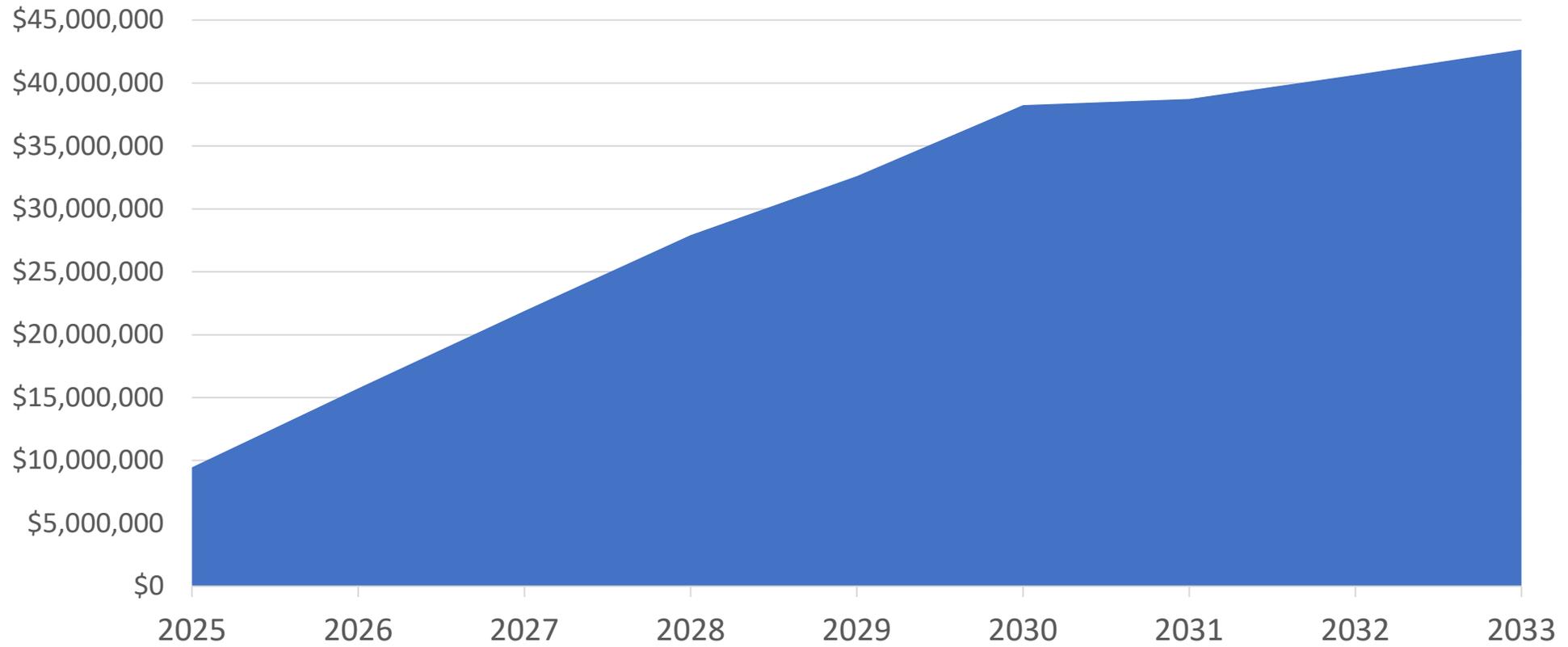
# Total Estimated Costs (preliminary - 2030 dollars)

<u>Sworn</u>	<u>Number</u>	<u>On-going Annual Cost per FTE</u>	<u>One-time Cost</u>
Officers + Detectives	69	\$340,000	\$46,000
Sergeants	8	\$387,000	\$49,000
Lieutenants	2	\$427,000	\$49,000
Commander	1	\$495,000	\$49,000
Non-sworn	36	\$102,000	
<b>Total FTEs</b>	<b>116</b>		
<b>Total Annual Operating Cost on Full Implementation (2030)</b>			<b>~\$37 million</b>
*Technology			Incorporated above
**Facility Debt Service (capital cost to be determined)			Up to \$10 million

# Recommendation: Increase VPD Staffing by 116 FTEs

- 2025 projected cost: ~\$9.5 M
- 2031 projected cost: ~\$38.8 M

Cost of New VPD Staffing Over Time



# Recommended Voted Multi-Stage Levy Scenario



# Property Tax Overview

- Total assessed value: \$36.2 billion (2024)
- Levies expressed as a rate per \$1000 of assessed value
  - Vancouver's Rate = \$2.358 (2024)
    - Includes General levy, Affordable Housing, Fire proposition 2.
- 10% levy capacity set aside for “emergency reserve”
- Projected 2025 available levy capacity: \$0.6705



# Property Tax Overview

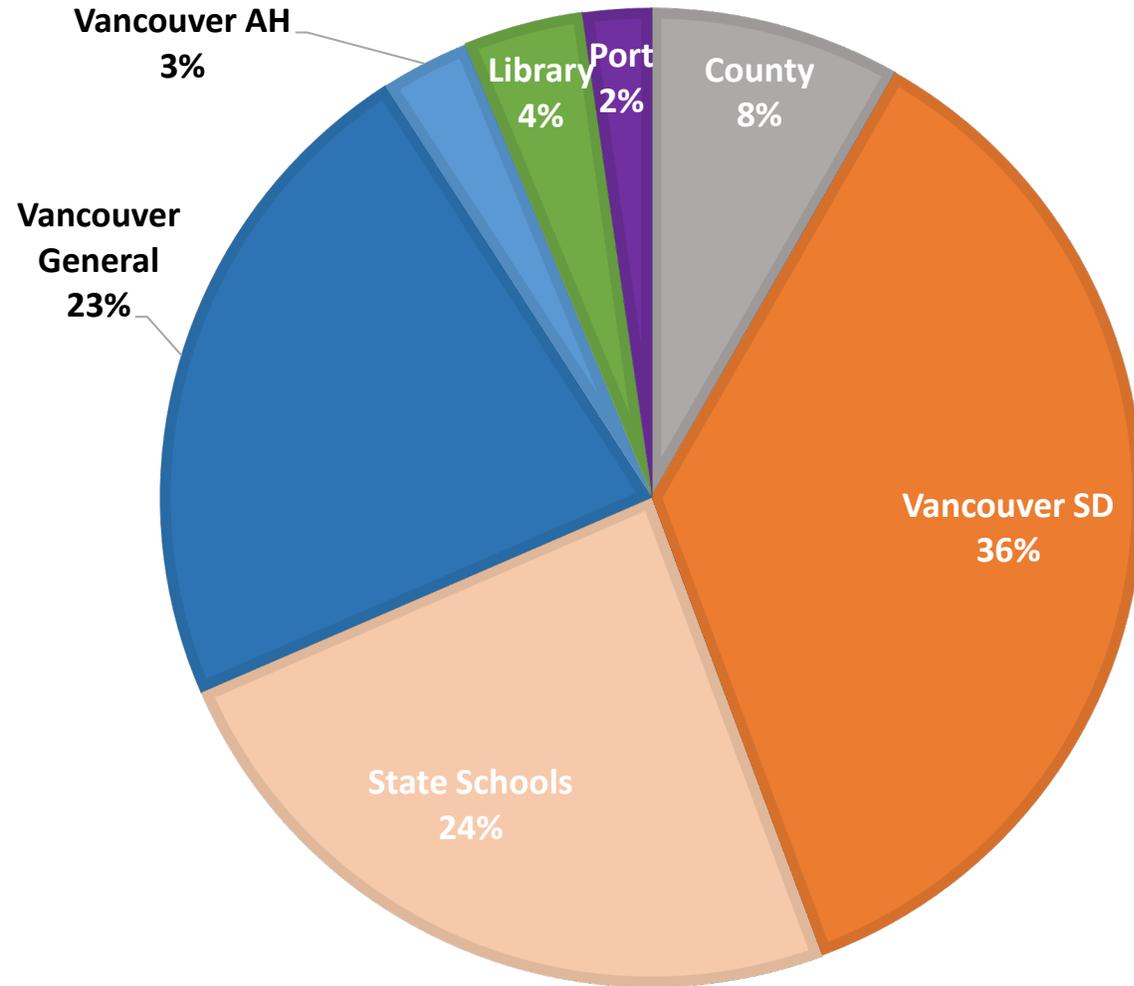
- Property tax revenue is limited to a maximum 1% annual growth plus tax on new construction; the rate adjusts accordingly
  - EXCEPTION: multi-year levy lid lift
- For each \$0.10 levy:
  - Revenue potential in first year (2025) = \$3.6 million/year
  - Cost to typical \$500,000 homeowner = \$50/year



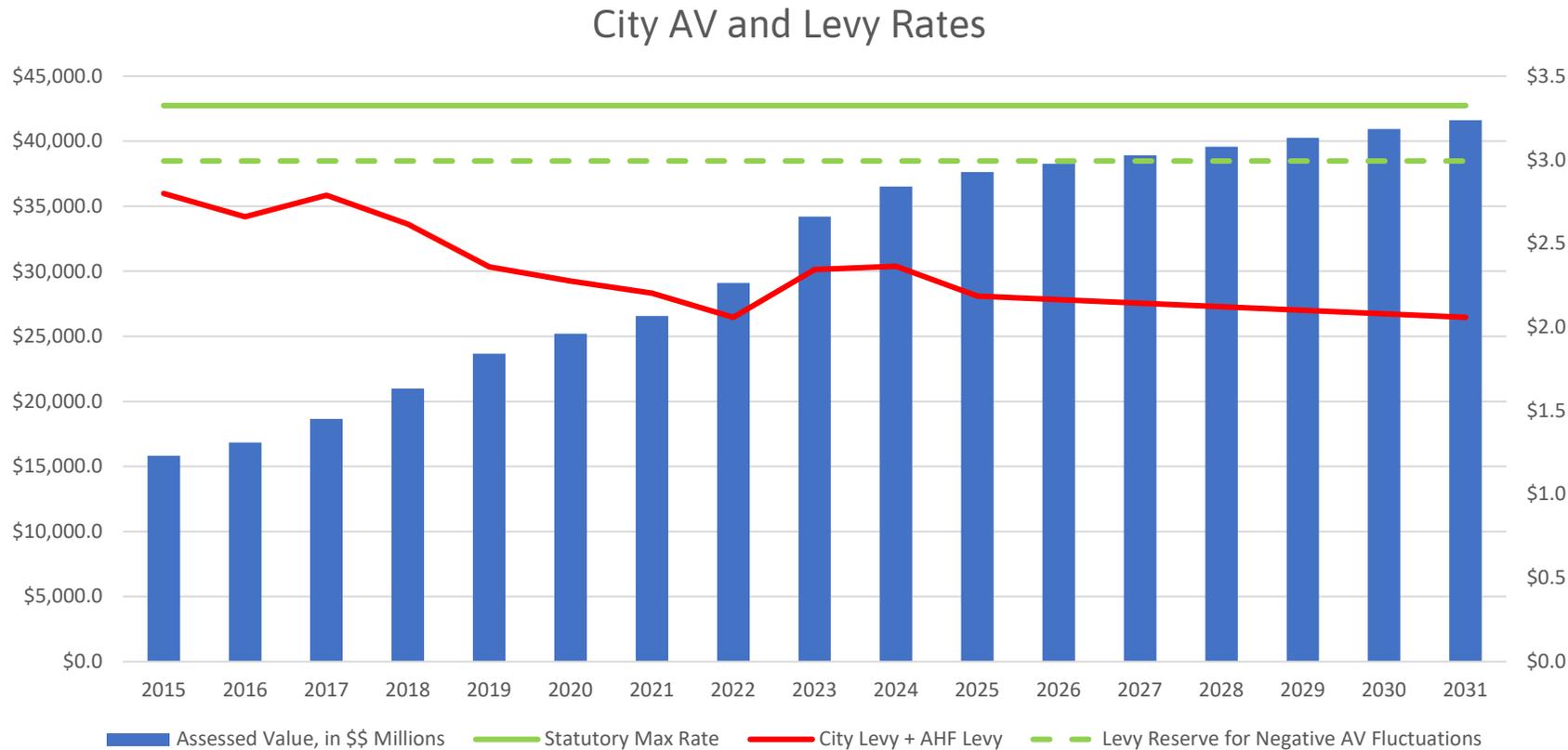
# Property Tax Overview – Current Total Levy

	<b>Impact on an Owner of a \$500,000 house</b>
County	\$386
Vancouver SD	\$1,683
State Schools	\$1,126
<b>Vancouver General</b>	<b>\$1,045</b>
<b>Vancouver AH</b>	<b>\$137</b>
Library	\$184
Port	\$104
<b><u>Total Annual Payment</u></b>	<b><u>\$4,665</u></b>

PROPERTY TAX LEVY DISTRIBUTION  
LEVY RATE = \$9.33/\$1,000AV, 2024 VANCOUVER SD



# Property Tax Overview



- 2024 City of Vancouver Levy Rate  $\$2.35 = \$2.09$  GF +  $\$0.26$  per  $\$1,000$ AV
- Total Statutory Max =  $\$3.325$  per  $\$1,000$ AV
- Difference = Capacity



# Recommended VOTED Property Tax Levy Tools

## Multi-year Permanent Levy Lid Lift

- Increase in City's Levy Rate
- Set a limit factor, increasing the levy in 5 subsequent years (through 2030)
- Levy rate in 2030 becomes permanent for calculation of future levies
- Appropriate for funding ongoing operating cost
- Passage requirement: 50%

## Capital Bond Excess Levy

- Allows raising tax rate above 1% limit, and above \$10 constitutional limit
- Fixed annual \$\$ amount for life of debt = debt service
- Sunsets once debt paid off
- Limited to capital only
- Passage requirement: 60%



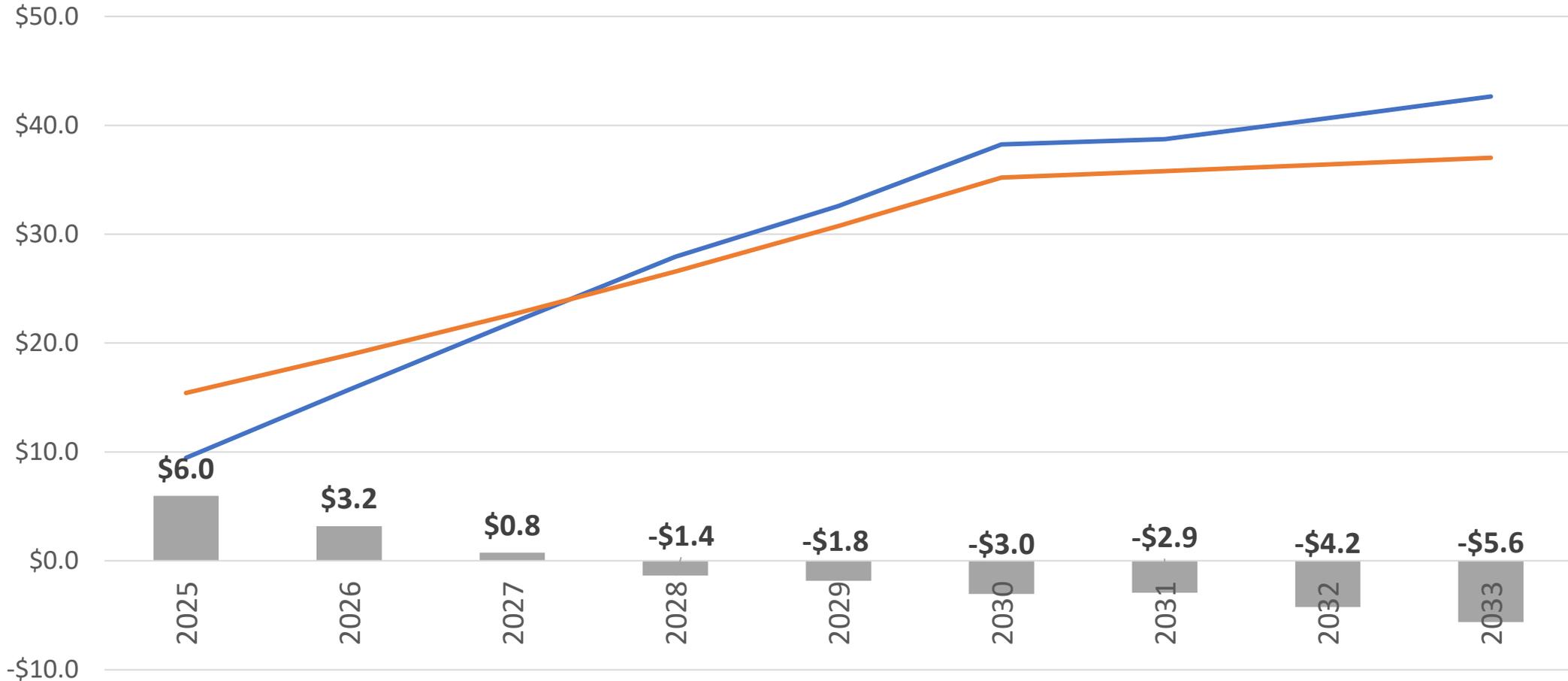
# RECOMMENDATION: Multi-Year Levy Lid Lift to Fund Operating Costs

- Recommended increase of \$0.41/\$1,000 in AV in 2024 for 2025 taxes
- Set the limit factor at 5% per year for five subsequent years
- Effective levy in 2030 serves as the basis for calculating the subsequent levies
- Does not sunset
- Impact on an owner of a \$500,000 home = \$205/year



# VOTED Property Tax Levy Lid Lift for Operating

Operating Costs vs New Levy Revenue  
(dollars in millions)



# VOTED Property Tax Levy Tools

- Multiple-year levy lid lift ballot titles must contain:
  - Identification of the enacting legislative body
  - Statement of the subject matter, not to exceed 10 words
  - A concise description of the measure, not to exceed 75 words
  - The dollar rate (levy rate) proposed only for the first year of the consecutive years
  - The limit factor, or a specific index to be used for determining a limit factor (for example, Consumer Price Index) by which the regular tax levy will be increased in each of the subsequent consecutive years
  - The limited purpose for the increase
  - A question asking if the ballot measure should be approved

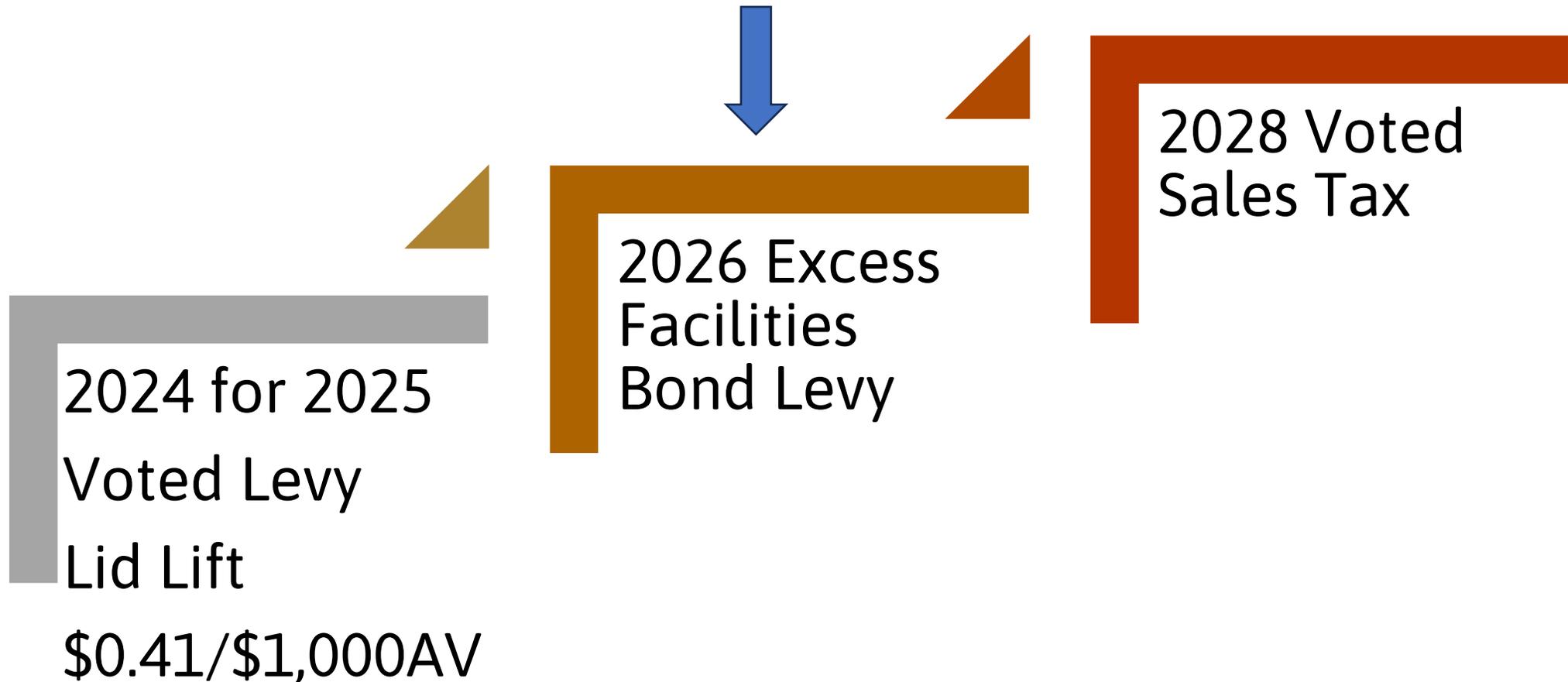


# Ballot Language for VOTED Property Tax Levy Lid Lift

“To fund police and related services, including additional staff, equipment, related services and facilities, this proposition increases Vancouver’s regular property tax \$0.41/\$1,000, for a total levy not to exceed a total rate of \$2.90/\$1,000 of assessed valuation for collection in 2025; sets limit factor for Vancouver’s total property tax levy for 2026-2030 to 100% plus annual increase of 5% for five years thereafter; and uses the 2030 levy to calculate subsequent levies.”



# Recommended Voted Multi-Stage Levy Scenario



# Property Tax Levy Tools

- General Obligation Bond Levy:
  - Levy is dedicated to paying off bonded debt used to finance infrastructure, excluding equipment
  - Levy ends when debt is paid off
  - Levy is above the aggregate levy limit of \$5.90/\$1,000 and the 1% constitutional limit
  - 60% passage required

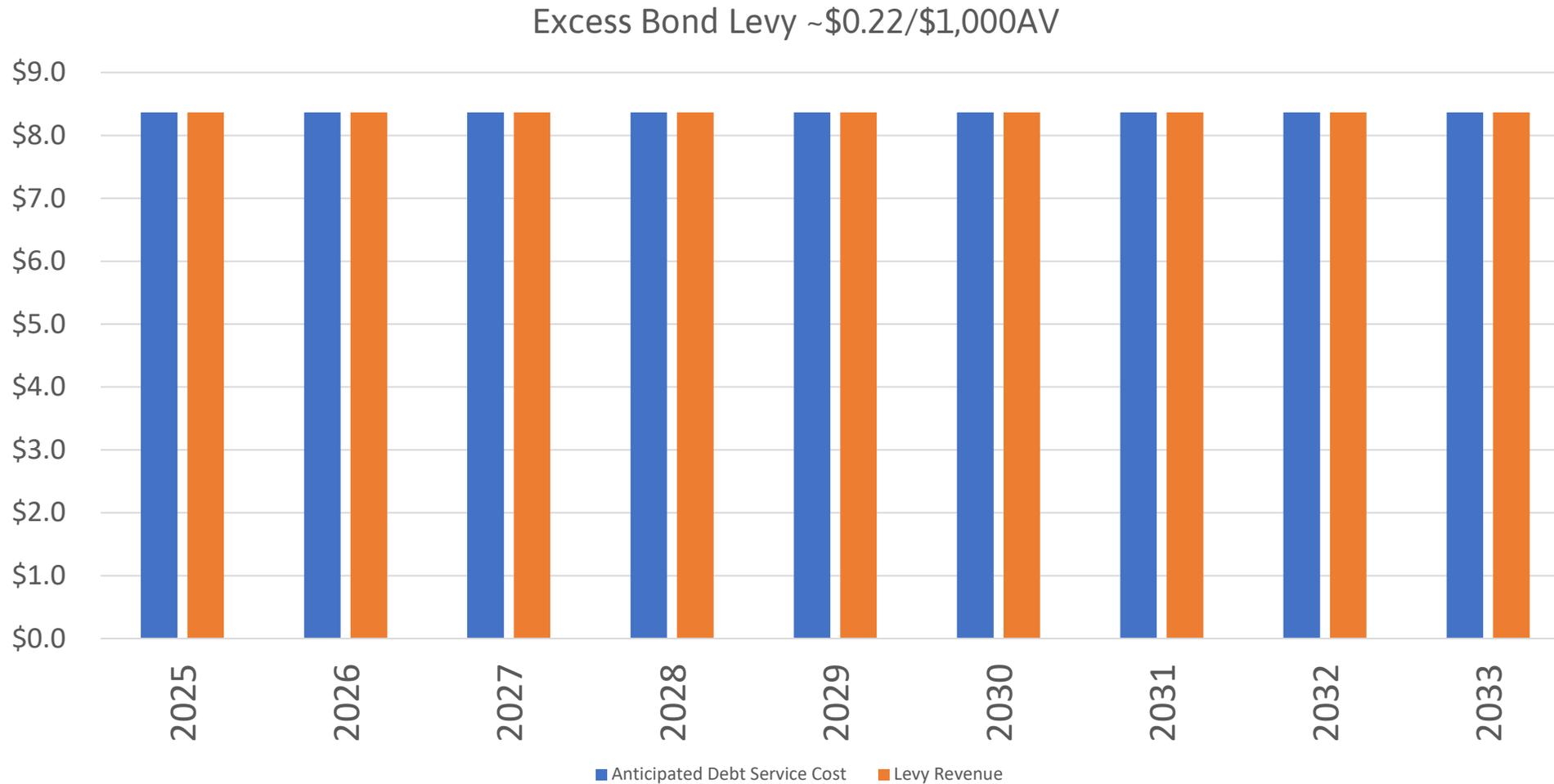


# RECOMMENDATION: VOTED GO Excess Bond in 2026 for 2027 Taxes

- Recommended ~\$0.22/\$1,000 in AV in 2026
- Will offset a debt service on a \$100 Mil Precinct
- Will be in place for 20 years
- Will sunset once debt is paid off
- Impact on an owner of a \$500,000 home = \$110/year



# VOTED GO Excess Bond for Construction in 2026



# Property Tax Levy Tools: GO Bond Title

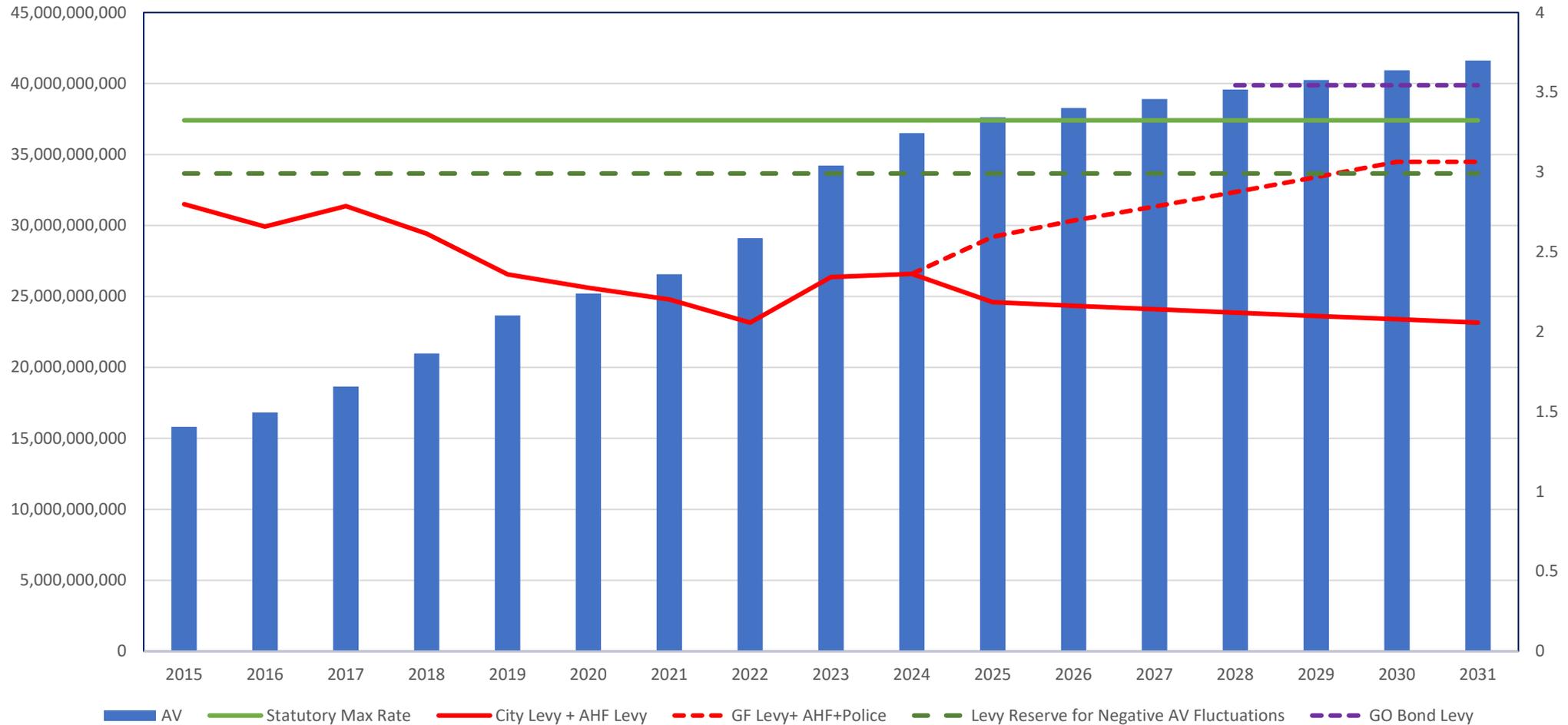
## General obligation bond ballot titles must contain:

- Identification of the enacting legislative body.
- Statement of the subject matter, not to exceed 10 words.
- A concise description of the measure, not to exceed 75 words.
- The maximum amount of the indebtedness to be authorized.
- The maximum term any bonds may have.
- A description of the purpose or purposes of the bond issue.
- Whether excess property taxes will be levied to pay and retire such bonds.
- A question asking if the ballot measure should be approved.



# AV, Levy Rate Projections for Operating and Capital

AV, Levy Rate, Projected Levy Rate with Police Levy Lid Lift and GO Bond



# Recommended Voted Multi-Stage Levy Scenario



# Voted Sales Tax

- Public Safety Voted Sales Tax
  - Cities have an authority of 1/10 of 1%
  - Currently County Public Safety Voted Sales Tax Rate = 1/10 of 1%
  - Combined City Public Safety Voted Sales Tax + County Voted Sales Tax Rate can not exceed 3/10 of 1%
  - Retail Sales on Motor Vehicles are Exempt from this tax (~9% of total retail sales)
  - 15% of revenue has to be shared with the County
  - Estimated revenue = \$7.4 Mil in 2029



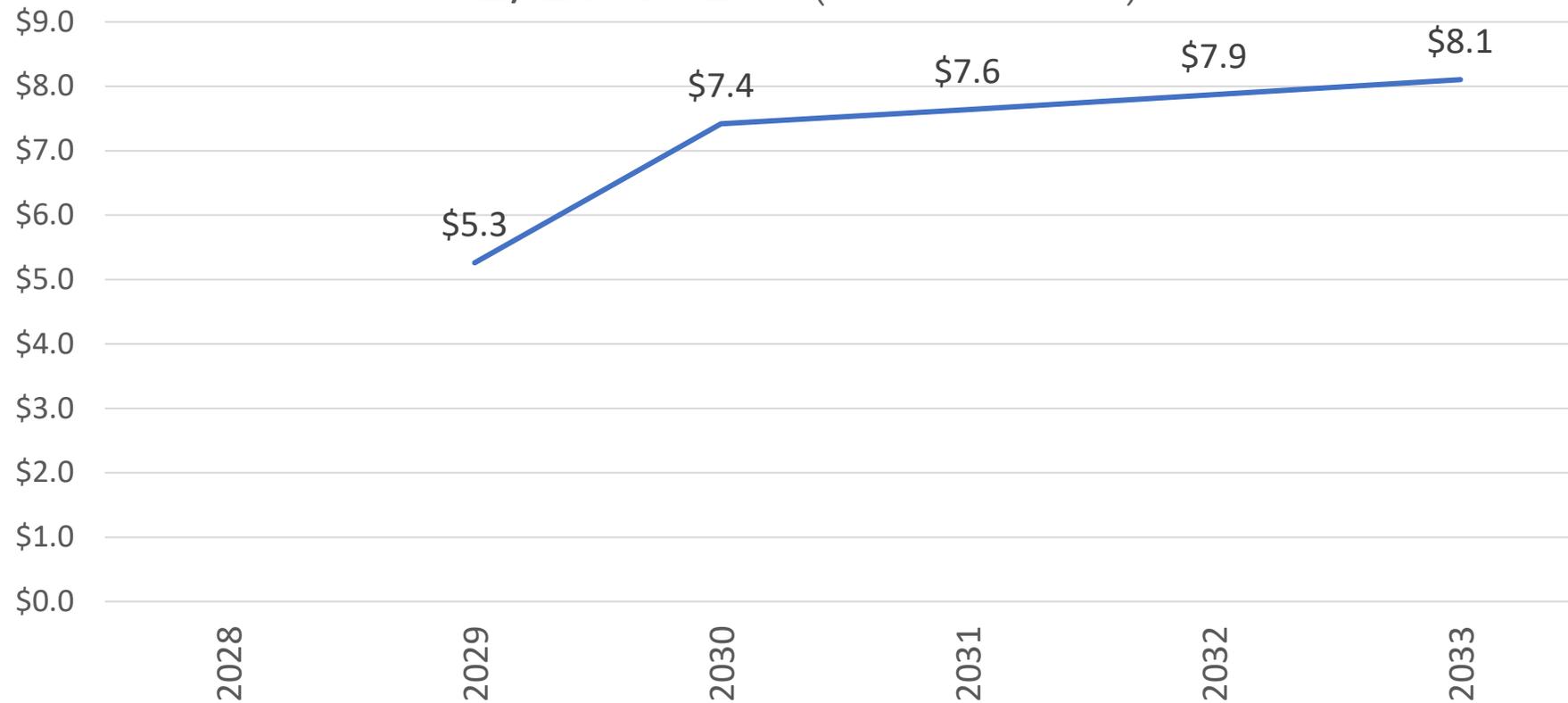
# RECOMMENDATION: Voted Sales Tax in 2028

- Put before voters 1/10 of 1% Voted Sales Tax in 2028 to continue funding of the new positions funded with the Levy Lid Lift Increase
- Estimated Annual Impact on a family = \$16/year



# VOTED Public Safety Sales Tax Revenue

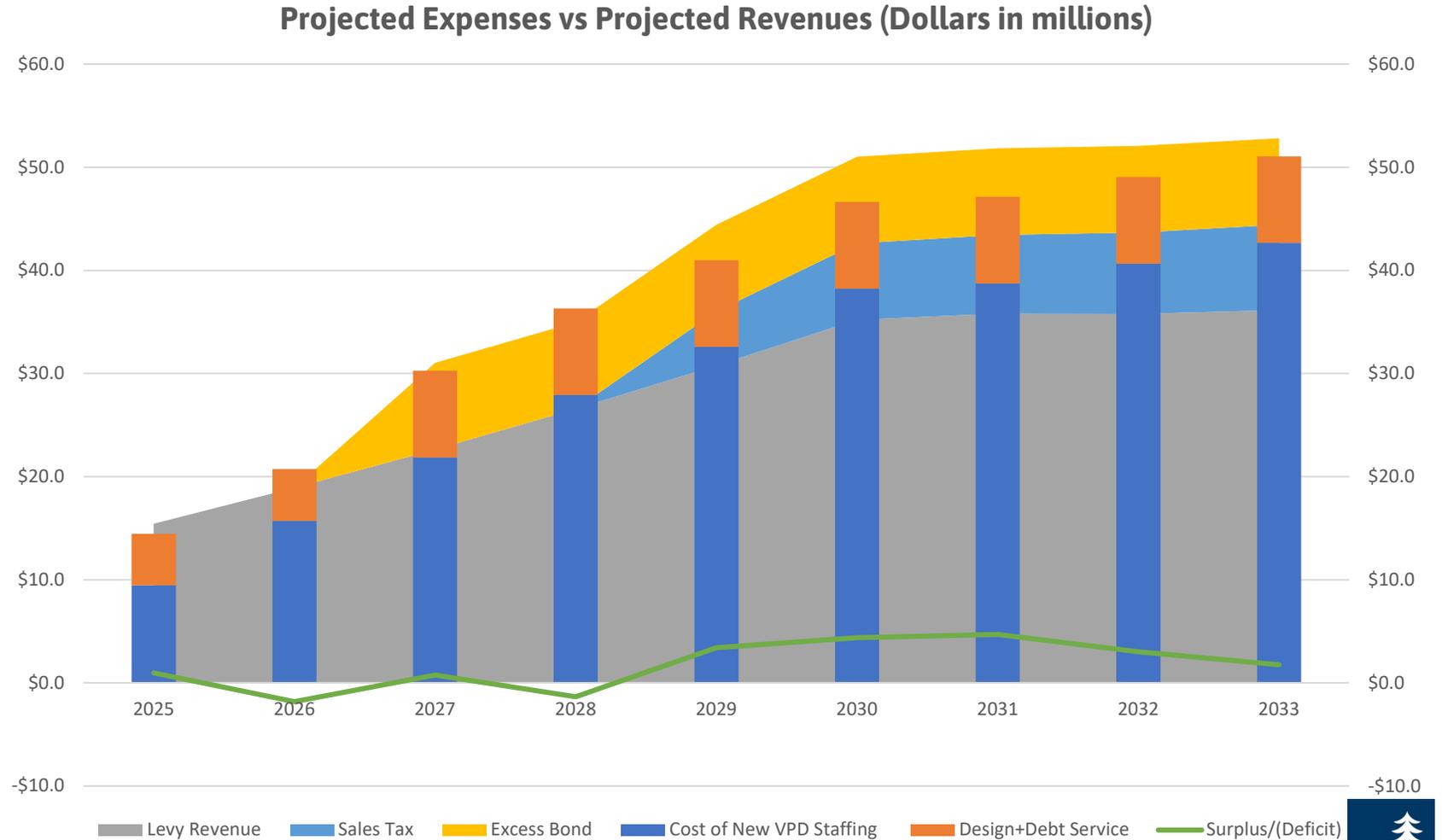
New Votes Public Safety Tax Revenue  
1/10 of 1% (Dollars in millions)



# Recommended Voted Multi-Stage Levy Scenario

## Recommended Multi-Stage Approach

- Initial Voted Levy (2024): 6-year lid lift
- Second step (2026): Excess Facilities Bond Levy
- Third step (2028-9): Voted Sales Tax



# Annual Cost for Typical \$500,000 Homeowner

## Levy Lid Lift, Excess Bond Levy and Sales Tax

- Year 1 levy: \$17/month (\$205/year)
- Excess Bond Levy (2026)\*: \$10/month (\$110/year)
- Sales Tax: ~\$1.30/month (\$16.00/year)
- **Total estimated: \$28.30/month (\$345/year)**

\*Assumes debt on \$100 million facilities investment is financed for 20 years; levy would expire when debt is paid off

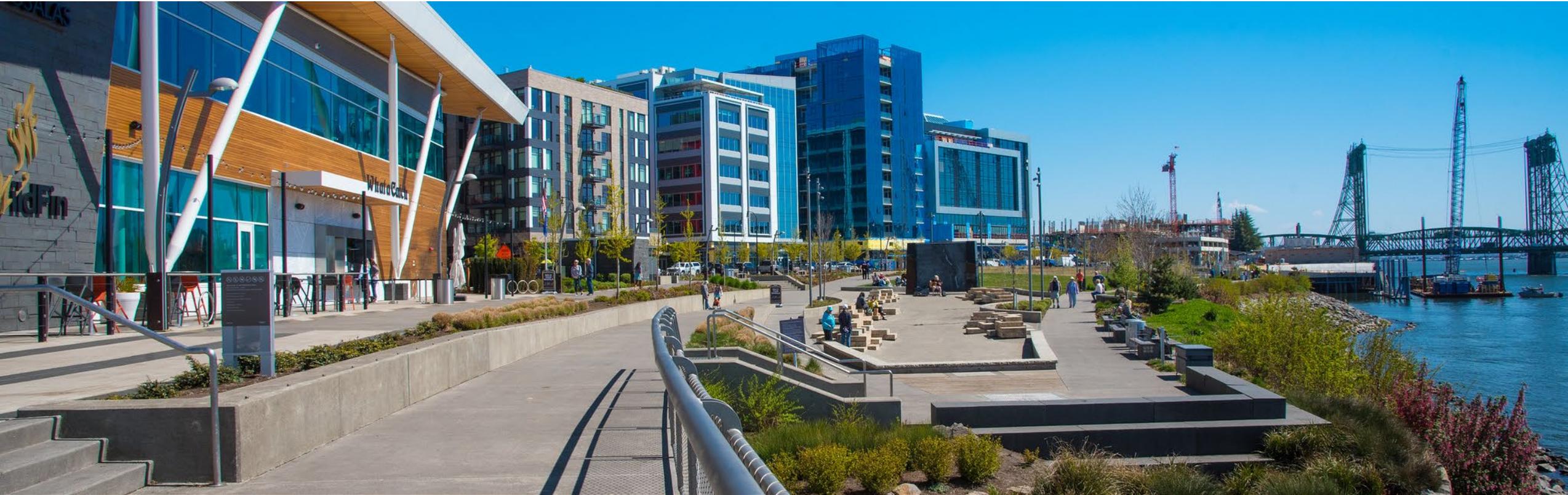


# Next Steps

Task	Date
Workshop No. 2, if needed	July 15
Resolution for Levy Lid Lift for Council Approval	August 5
Included in 2025-26 Budget?	No
Election	November
Expenditure Approval	First Supplemental
Revenue collected	April and October 2025
Resolution for GO Bond	August 2025
Resolution for Sales Tax @ Public Safety	August 2026



# Questions?





# Police Community Advisory Committee Report

City Manager's Office

July 1, 2024



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## Message from the City Manager

Community safety through policing is one of the most important, nuanced and complex services the City provides. This is particularly true in recent years as the importance of social justice and equity in policing has reemerged as a community priority. Over the last decade, the City Manager's Office has engaged the community in multiple ways around the services, outcomes, transparency and accountability of the Vancouver Police Department. Building on this foundation, in early 2024 I invited the community to come together in the next chapter of engagement with the City on policing matters.



The work of this committee is severalfold. Initially, I asked the committee to review the current levels of service, staffing and outcomes VPD is delivering and trends in demand for service, such as call volume and criminal cases. Based on this review, I asked the committee to advise on community values and priorities relative to a proposed increase in staffing capacity developed by the Office of the Police Chief. The results of that discussion are memorialized in this report and recommendation.

While this recommendation is ready for Council's consideration, the work of this committee is not complete. Presuming success at each phase of a multi-stage plan, I welcome the committee's ongoing engagement in the coming years that will assure accountability in implementing the recommendations contained herein and transparency into the results achieved by these investments in VPD. And because we live and work in a complex and dynamic environment, to serve as an ongoing sounding board and conscience of the community as we consider the inevitable changes that will be needed to achieve our desired outcomes.

I am grateful for the insight, advice, and perspective the dedicated volunteers on the Community Advisory Committee on Policing have provided over the last six months, which led to the recommendations in this report. I look forward to our community continuing to benefit from the wisdom of their diverse lived experience well into the future.

Eric Holmes,  
Vancouver City Manager

## Acknowledgements

Thank you to our committee members, City staff and facilitators from Envirolssues for your engagement and support throughout this process:

### Committee Members

- Martha Baumgarten
- Paul Burgess
- Gabriela Ewing
- Mark Frazier
- Lester Griffin
- Josie Hyde
- James Kirkendall
- Sidney Morgan
- Jean-Pierre Parent
- Cindy Reed
- Dominick Rose
- Destiny Trevino
- Mayor Anne McEnery-Ogle
- Mayor Pro Tem Erik Paulsen
- Councilor Sarah Fox

### City Staff

- William Cooley
- Anna Quintrell
- Nikki Chen
- Tanya Gray
- Police Chief Jeff Mori
- Assistant Police Chief Erica Nilsen
- Kim Kapp
- Jaycee Elliott

### Facilitators

- Christine Moses, PhD
- Tay Stone



## Committee Overview

The Police Community Advisory Committee was assembled in January 2024 to advise the City Manager on issues relating to police services in Vancouver. The committee includes 12 community members and three members of the City Council, including Mayor Anne McEnerny-Ogle, Mayor Pro Tem Erik Paulsen and Councilor Sarah Fox. Following an extensive outreach effort, the City received 110 applications to participate on the committee. The City selected 13 committee members who bring diverse skills, knowledge and experience to the committee. While one member ultimately could not participate, 12 community members have consistently been active participants.

Members of the committee will continue to meet in the coming months to help guide future investments in VPD capacity, advise the City on approaches to community engagement, engage in shared problem-solving around community safety issues and support the City's accountability to outcomes identified in this report.

## Meeting Summary

Since March, the committee has met six times to help identify community safety needs, gaps in services and ways to improve policing and public safety in Vancouver. After establishing group agreements and learning about the Vancouver community, committee members reviewed recent community feedback on public safety. The group discussed the department's current staffing levels and how those compare to state and national averages and other jurisdictions in the state of Washington.

Over the course of these meetings, the committee was invited to reflect on current gaps in services, to ask questions of City staff and to work as a group to identify funding priorities. The committee hosted multiple officers, who spoke about a range of programs and functions, including the Traffic Unit, Crime Reduction Unit, Neighborhood Police Officer program and Uncrewed Aircraft System (UAS) Unit. Committee members also spent significant time speaking directly with the City Manager and members of the police department, including Chief Jeff Mori and Assistant Chief Erica Nilsen. During meetings four, five and six, the group reviewed possible funding options and discussed the City Manager's proposed budget scenario.

## Funding Considerations

Committee members were asked to evaluate the proposed funding options, using these funding considerations:



## **Funding Priorities: Desired Outcomes and Impacts**

Committee members and staff have identified the following priorities, outcomes and impacts to guide how new police funding should be spent. The outcomes and impacts will be refined further during committee meetings in 2024 and 2025.

### **Build and strengthen relationships between VPD and the community**

- Increase collaboration with a wide range of community-based organizations, including:
  - Nonprofit organizations
  - Social service agencies
  - Housing providers
  - Faith communities
  - School groups
  - Businesses
  - Neighborhood associations
- Increase the number of neighborhood police officers
- Increase the number of positive officer-initiated interactions
  - Adopt organization-wide approaches to community policing
- Increase perception of public safety and foster positive attitudes toward VPD, as measured by community surveys
  - Survey questions may include:
    - How safe do you feel in your neighborhood?
    - In general, I feel that the police in my area...
      - Treat everyone fairly, regardless of who they are
      - Provide the same quality of service to all individuals
      - Treat community members with respect
      - Are approachable
      - Listen to and consider the concerns of local residents
  - Ensure that survey data can be separated by race, ethnicity, age and area of the City to make sure we are meeting the needs of all community members

### **Support partnerships that help reduce conflict and prevent crime**

- Expand capacity for co-response and complimentary programs aimed at addressing urgent mental health or substance use concerns
  - Buttress programs, such as Columbia River Mental Health's Community Response Team, which operates along the Fourth Plain corridor in collaboration with community organizations and faith communities
  - Through hiring or partnerships, expand access to social workers to help assess mental health needs or assist families in crisis
- Increase the number of community members trained in conflict resolution
  - Create neighborhood conflict resolution hubs or coalitions to support community safety
  - Increase opportunities to prevent and interrupt conflict before it escalates into crime

### **Maintain and improve overall VPD capacity and level of service**

- Hire additional officers and non-sworn staff
  - Increase the number of sworn staff and the number of officers per capita to meet the needs of our rapidly growing community

- Increase the number of non-sworn staff supporting records, evidence, analysis, community engagement and communications
- Recruit, train and retain officers from the community who reflect the diversity of Vancouver's residents and ethical standards established by leadership
- Address the department's investigation backlog
  - Increase the number of detectives assigned to investigate crime
  - Ensure that priority crimes are investigated
- Prioritize drug crime and other crime linked to violence
- Ensure that call response times and access to police services are equitable across the community
  - By neighborhood or area of the city
  - By time of day
  - By call type

### **Retain and support VPD staff**

- Strengthen organizational culture, emphasizing mental health, work-life balance and peer support
- Create and implement a formal officer-retention strategy to mitigate voluntary attrition
- Ensure that all officers and staff have access to mental health support, particularly following critical incidents or in cases where vicarious trauma is likely
- Reduce the number of overtime hours worked by officers and staff

### **Utilize technology to improve efficiency and community safety**

- Expand the Uncrewed Aircraft System (UAS) program
- Implement a camera-assisted traffic enforcement program to help reduce speeding and red-light violations
- Increase use of AI and other tools to assist with and gain efficiency and accuracy in report writing
- Create an online portal which will allow community members to report crimes online
  - Leading to reduced time for staff
  - Increasing access for community members



## Staffing Recommendation

Initial proposal: The City Manager proposes hiring 80 additional sworn staff, including 69 patrol officers, detectives and neighborhood police officers. Eight sergeants, two lieutenants and one commander will be hired to manage and support new officers. The City will also hire 36 non-sworn staff to support essential functions, such as records, evidence, analysis, community engagement and communications. Annual and one-time costs for these positions in VPD are outlined in the table:

<u>Sworn</u>	<u>Number</u>	<u>On-going Annual Cost per FTE</u>	<u>One-time Cost</u>
Officers + Detectives	69	\$340,000	\$46,000
Sergeants	8	\$387,000	\$49,000
Lieutenants	2	\$427,000	\$49,000
Commander	1	\$495,000	\$49,000
Non-sworn	36	\$102,000	
<b>Total FTEs</b>	<b>116</b>		

Today, the Vancouver Police Department's budget is \$76 million per year. To fully implement the hiring investments described above, VPD would need an additional \$36 million per year by 2030. This amount is sufficient to cover the cost of hiring and training new officers and to support the following investments in technology:

- Uncrewed Aircraft System (UAS) program
- Camera-assisted traffic enforcement
- Online reporting portal
- AI-assisted report-writing tools

Under the proposed approach, the City would seek to prioritize the hiring of sworn staff to build capacity more quickly. Non-sworn staff would be hired with an emphasis on positions that support essential department functions.

The funding will also include standing up a traffic enforcement camera program, including two FTE additional staff and additional capacity (four FTE) in the Homeless Assistance Response Team (HART) program, to enhance current capabilities in addressing issues resulting from individuals suffering from mental health issues.

## Funding Recommendation

The proposed funding approach would include an initial six-year property tax levy lid lift in 2024, followed by a facilities bond in 2026 and a public safety sales tax in 2028.

### Step One: Six-Year Property Tax Levy Lid Lift in 2024

- 50% passage required

Voter support will be asked for an increase in City levy of \$0.41 per \$1,000 assessed value in 2025. The total city levy is to grow at 5% annually for the subsequent five years; the levy rate in 2030 is to serve as the basis for all subsequent levies.

This funding will allow to fund the operating costs of the levy as well as the HART program expansion and establish the traffic enforcement camera program. The funding will also cover the design of a future police facility.

### **Step Two: Excess Facilities Bond Levy in 2026**

- 60% passage and turnout validation required

A separate voter request is recommended to establish an excess facilities bond levy in 2026. Depending on the outcome of the facility's design process, the levy will likely be between \$70 and \$100 million. The excess levy will be in place until the debt service expires, typically 20 years after the bonds are issued.

### **Step Three: Voted Public Safety Sales Tax in 2028-29**

- 50% passage required

A final voter request is recommended to implement a 1/10 of one percent sales tax to fund the escalating ongoing costs of the positions funded by the levy lid lift. The voted sales tax is estimated to generate approximately \$7.4 million in 2030.

The City and many other agencies across the state—including the Association of Washington Cities—have sought legislative action to allow this sales tax authority to be implemented councilmanically. The City is expected to continue this advocacy, and if successful, this sales tax may not require a ballot measure to adopt.

## **Benefits of this approach**

After weighing the range of available options, using multiple funding mechanisms offers the most realistic way to address VPD's staffing, technology and facility needs. Given the total cost, these needs cannot be addressed by a single funding source, such as an individual property tax or sales tax. The proposed approach would include permanent, diversified revenue sources, which can scale with the growth of Vancouver's tax base. These funding sources would also provide greater flexibility, allowing the City to respond more effectively to changing demands for policing services.

The recommended approach would allow the City to address the most urgent needs around staffing and technology through the initial levy while providing the time and funding needed to properly study VPD's facility needs. Excess funding generated by the levy between 2025 and 2029 would be banked to help pay down the cost of a future facility bond. Instead of placing multiple funding measures onto a single ballot, which might lead voters to choose one funding option over another, the recommended approach would put funding measures before voters in separate elections every two years over a six-year period. Based on a review of past ballot measures, this approach is more likely to be supported by voters.

## **Potential challenges**

Under the recommended scenario, voters will need to pass three separate ballot measures to fund VPD at the proposed level. If any individual measure fails to pass, the City will face potential shortfalls, which will require alternate funding sources, potential service reductions, or postponing the construction of new VPD facilities. The ability to sustain current levels of service and build capacity will be dependent on all three measures passing.

In addition to the potential challenges associated with a lack of passage, there are timing considerations associated with successful passage. If the initial levy passes in 2024, the City will begin collecting new revenue in 2025. However, it takes several months to recruit new staff, several additional months for new staff to complete the basic police academy, and several more months after that to complete field officer training with the Vancouver Police Department. It takes approximately 12-18 months from when a new officer is funded and authorized to when that position is filled with a fully trained and capable person to provide service. Given this reality, the community – even if supportive of the initial levy in 2024 – is unlikely to see a measurable change in service level until mid-2026.

The proposed tax measures will raise the cost of living for all Vancouver residents. While the cost of property taxes will be felt most directly by homeowners, increased costs will likely be passed along to renters in the form of higher rents. A public safety sales tax increase, while minimal, would raise costs for all who shop in Vancouver. According to the [Department of Revenue](#), these taxes, like most taxes in Washington, are regressive and inequitable. This is because lower-income households pay a greater percentage of their income on excise and property taxes, while higher-income households pay a lower percentage of income for the same taxes. Vancouver community members have consistently listed housing and affordable housing as among their top concerns over the past four years. Concerns about increased costs could be a barrier to passage for one or more of the proposed funding sources.

It is also hard to predict the electoral landscape with a high degree of certainty. While voters have historically supported public safety measures in Vancouver, including the passage of Proposition 2 to support fire and emergency medical services in 2022, things may change between now and 2030. Over the next six years, voters may be asked to support additional taxes or levies from Clark County or local school districts. Competing tax measures could make passing measures on future ballots more challenging.

## **Additional Considerations**

There are several concerns embedded in the recommendations. The main one is that implementing subsequent voted measures will create a potential risk that one/more of the subsequent levies are not supported by the residents. The recommendations are to continue going to voters for support. If the measures are not supported within two years of the recommended timeline, an adjustment is to be made in the anticipated staffing included in the original levy lid lift. The costs and revenues related to this initiative are anticipated to be tracked separately for several years to make sure appropriate budgetary decisions are made in the future.

In addition, there is a structural deficit inherent in the revenue system that funds local government services in Washington. Statutory limitations on property tax revenue that were enacted by statewide voted initiative ensure that over the long term, this new revenue will not keep pace with inflation. The inherent fiscal pressures of this reality are at play in the City's overall budget, which makes the foundation upon which this addition of police capacity difficult to sustain without the adoption of new, additional revenue sources. In any funding scenario, the City will continue to pursue state and federal grants for training, equipment and technology, to help offset the cost of any expenditure.

## **Further Conversation**

The Police Community Advisory Committee will continue to meet in the coming months to hold the City accountable to commitments made in the levy process. Committee members will also play a vital role in helping to define further specific outcomes and impacts outlined above. While future meetings will be driven by committee member input, topics may include:

- Identifying priority organizations or groups that VPD should partner with
- Hosting collaborative conversations with community partners
- Studying approaches to community conflict resolution
- Helping inform how traffic cameras or other technology are implemented
- Discussing ways that VPD can act to support greater collaboration across the public safety ecosystem

**Staff Report: 124-24**

**TO:** Mayor and City Council

**FROM:** Eric Holmes, City Manager

**DATE:** 7/1/2024

**SUBJECT** Construction Acceptance - Construction and Rehabilitation of Industrial Pump Station per Bid 22-31

**Key Points**

- The Industrial Pump Station (IPS) is a critical infrastructure component of Vancouver’s wastewater treatment services.
- This project replaced aged electrical and mechanical equipment.
- Clark and Sons Excavating, Inc. met the apprenticeship utilization goal of 4%.
- The contractor has completed construction and met all administrative requirements for project closeout.

**Strategic Plan Alignment**

**Safe and Prepared Community** – a safe place to live, work, learn, and play.

**Present Situation**

The existing pump station’s electrical and mechanical equipment was replaced with modern and energy efficient equipment that meets City standards. In August 2022, City Council approved a contract with Clark and Sons Excavating, Inc. to complete this work.

The contractor has satisfactorily completed this project in accordance with the provided contract plans and specifications. Contract costs are summarized below.

**TOTAL CONTRACT COSTS**

Labor, Equipment, and Materials	\$1,185,775.42
Sales Tax	\$103,071.38
Total	\$1,288,846.80
Retainage	\$59,288.77

The final contract amount was approximately 4% higher than the original contract amount of \$1,241,782.50. Changes were made during construction to replace other equipment within the pump station that was not suitable to be re-used and to accommodate minor design changes

based on field conditions.

The apprenticeship utilization goal of 4% was met by Clark and Sons Excavating, Inc., and their subcontractors, delivering 97.5 apprenticeship hours of the total 2,403.50 project hours.

**Advantage(s)**

1. Extends life of the pump station to ensure reliable wastewater treatment service to nearby industrial customers.
2. Fully addresses risks from potential system failures by wholly rehabilitating the pump station.
3. The project was successfully executed to maintain continuous, uninterrupted conveyance and treatment services to the industrial customers.

**Disadvantage(s)**

None

**Budget Impact**

Sufficient appropriation to fund this project was included in the 2023-2024 Wastewater Capital Budget.

**Prior Council Review**

- Project approved in the 2023-2024 Wastewater Capital Budget.
- May 9, 2022 – Council rejected bid for construction and rehabilitation of the industrial pump station ITB 22-22 because the bids received were substantially higher cost than the advertised engineer’s estimate. Furthermore, the contractors’ apprenticeship utilization plans did not meet the City’s apprenticeship policy.
- August 15, 2022 – Council approved bid award.

**Action Requested**

Accept the Construction and Rehabilitation of Industrial Pump Station project as constructed by Clark and Sons Excavating, Inc. of Battle Ground, WA and authorize release of bond, subject to receipt of all documentation required by law.

*Frank Dick, Wastewater Treatment Program Manager, 360-487-7179*

**Staff Report: 125-24**

**TO:** Mayor and City Council

**FROM:** Eric Holmes, City Manager

**DATE:** 7/1/2024

**SUBJECT** Contract Amendment - Approval of increasing the threshold of an existing contract with Vanquish Investment Group (DBA: Pacific Service Center): C-101447

**Key Points**

- The City's fleet has on-going upfitting needs for cargo vans replaced through Fleet Service's replacement schedule.
- This contract expires October 15, 2028.
- The award of contract C-101447, the result from ITB 23-38 Ford Transit T35 Cargo Vans Shelving and Installation, followed the RFP process and Vanquish Investment Group was ultimately the highest scoring proposer and awarded the contract.

**Strategic Plan Alignment**

**Safe and Prepared Community** – a safe place to live, work, learn, and play.

**Present Situation**

Fleet Services is currently collaborating with a vendor to upfit replacement cargo vans and enclosed cargo trailers. This upfitting includes the installation of shelving units, storage bins, partitions, ladder racks, and specialized equipment mounts tailored to specific departmental needs. The Water, Wastewater, and Grounds divisions utilize these upfitted cargo vans and trailers. At present, the fleet comprises 15 cargo vans and 10 enclosed trailers featuring these improvements.

The original contract, awarded on October 16, 2023, was valued at \$300,000. So far in 2023, four replacement cargo vans have been upfitted, with two more awaiting upfitting. Additionally, five cargo vans and two enclosed trailers scheduled for replacement in 2024 have arrived and are ready for upfitting. Expenditures for this contract are nearing the \$300,000 limit. The requested increase will cover the upfitting needs for the 2024 replacement vans and trailers. It will also accommodate the upfitting of three future cargo vans and two future cargo trailers, scheduled for replacement between 2025 and 2028. These vehicle replacement upfits will depend on the inclusion of replacement vehicles in future approved budgets.

**Advantage(s)**

1. Reduces equipment downtime since this vendor specializes in van upfitting.
2. The vendor covered under this contract has continuously provided high quality, dependable van upfitting that helps maintain the City fleet and the operational needs of multiple City maintenance departments. We are confident that the vendor will continue to provide great service.
3. The approval of this contract will enable Fleet Services to concentrate on preventive maintenance and repairs that are more urgent in need.

**Disadvantage(s)**

None

**Budget Impact**

None. The City will utilize the contract on high priority essential equipment purchases and will stay within the current authorized budget for vehicle purchases.

**Prior Council Review**

None

**Action Requested**

Authorize the City Manager, or their designee, to increase the spending limit with Vanquish Investment Group for cargo van upfitting on an as-needed basis by \$700,000, to a not-to-exceed amount of \$1,000,000.

*Jake Mahan, Senior Management Analyst, 360-487-8195; Dan Zenger, Equipment Superintendent, 360-487-8205*

**ATTACHMENTS:**

- ▣ C-101447 Amendment 1
- ▣ Contract



**SERVICE AGREEMENT #C-101447  
AMENDMENT No. 1**

**ITB 23-38 Ford Transit T35 Cargo Vans Shelving and Installation**

This Agreement amends the Professional Services Agreement number C-101447 by and between the City of Vancouver, hereinafter referred to as "City", and Vanquish Investment Group (DBA: Pacific Service Center) hereinafter referred to as "Contractor", whose address is 4030 NE Buffalo ST Portland, OR 97211 for services offered.

This amendment amends the original agreement as follows:

1. Increase the authorized amount of the Agreement by \$700,000.00 to a revised authorized amount of \$1,000,000.00.
2. Ratification: Acts taken pursuant to this Amendment but prior to its effective date are hereby ratified and confirmed.

This amendment in no way alters any other provisions of the original agreement.

**CITY OF VANCOUVER**  
A municipal corporation

**CONTRACTOR:**  
Vanquish Investment Group  
(DBA: Pacific Service Center)

\_\_\_\_\_  
Eric Holmes, City Manager

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name /Title

Attest:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Natasha Ramras, City Clerk

Approved as to form:

\_\_\_\_\_  
Jonathan Young, City Attorney



**CITY OF VANCOUVER  
SERVICES AGREEMENT  
No. C-101447**

This Services Agreement (hereinafter referred to as the "Agreement") is entered into by and between the City of Vancouver, Washington, a municipal corporation organized under the laws of the State of Washington, (hereinafter referred to as the "City") and Vanquish Investment Group (dba: Pacific Service Center) (hereinafter referred to as the "Contractor"). The City and Contractor may be collectively referred to herein as the "parties" or individually as a "party".

WHEREAS, the City desires to engage the Contractor to perform services as described in this Agreement; and

WHEREAS, the City advertised and issued an Invitation to Bid, numbered 23-38 (hereinafter referred to as the "solicitation") and after evaluation of the Contractor's responsive bid, found the Contractor be capable of performing the required services; and

WHEREAS, the Contractor represents by entering into this Agreement that it is fully qualified to perform the services described herein in a competent and professional manner, and to the full satisfaction of the City.

NOW, THEREFORE, in consideration of the terms, conditions, covenants, and performance contained herein, or attached and incorporated and made a part hereof, the parties hereto agree as follows:

- 1. SCOPE OF WORK:** The Contractor agrees to provide the City all services and materials set forth below in the scope of work, and as further described in the City's solicitation, and the Contractor's responsive bid to the City's solicitation, (collectively referred to herein as the "work") which are each incorporated herein by this reference, and made a part of this Agreement as if fully set forth herein.

This contract provides for the purchase and installation of Ranger Brand, or approved equal, shelving in the cargo areas of Ford Transit T35 Cargo Vans and other work, all in accordance with these Contract Provisions, and the Technical Specifications.

All work must be authorized and approved by the City's Project Manager before any work can begin. The Contractor shall approach each project in a manner consistent with its usual customary business practices. The Contractor shall actively seek collaborative input from City staff.

2. **COMPENSATION:** Payment to the Contractor for the work described in this Agreement shall not exceed \$300,000.00 USD.

This payment shall be maximum compensation for the work and for all labor, materials, supplies, equipment and incidentals necessary to complete the work as set forth herein, and it shall not be exceeded without the City's prior written authorization in the form of a negotiated and executed amendment.

Compensation is limited to the amount specified for each specific task and/or sub-task, unless amended in writing. The City requires the Contractor to complete the work stated within the number of hours stated for each task, and/or sub-task, or the lump sum amount. If compensation is made on an hourly basis and the work requires fewer hours than those estimated, the Contractor will be paid for the actual worked hours necessary to complete that task and/or sub-task. If the Contractor underestimated the number of hours required to perform the work, the Contractor shall be paid up to the maximum number of hours stated for the task and/or sub-task. Compensation may be amended, at the City's sole discretion, for documentable circumstances not reasonably foreseeable to either party at the time the task and/or subtask is initiated, or for changes to the scope of work or deliverables requested by the City. All deliverables must be acceptable to the City, at the sole discretion of the City.

Travel expenses are limited to airfare, or mileage at the current IRS rate, and lodging at the U.S. General Services Administration rates. The Contractor is solely responsible for its staff's travel time, including travel to and from the City of Vancouver. The City will reimburse only pre-approved miscellaneous Contractor expenses at-cost upon submission of receipts to City.

During the life of this Contract, and in consideration of the City's business needs, the Contractor may make requests for compensation adjustments. In consideration of market conditions, the City may allow an annual adjustment to compensation paid for the actual cost of services. Contractor shall submit the request for consideration, together with supporting documentation, before the anniversary date of this Agreement. The City will review the request and, at its sole discretion, make a decision. If accepted, the adjustment shall become effective on the anniversary date of the Agreement and will be firm for the remainder of the contracted period. All adjustments will be authorized by written contract amendment.

- 3. PAYMENT FOR CONTRACTOR SERVICES:** The Contractor shall submit monthly invoices to City covering both professional fees and project expenses, if any, for fees and expenses from the previous month. Payments to Contractor shall be net thirty (30) days.

The City reserves the right to correct any invoices paid in error. The Contractor shall be paid according to the rates set forth below in Attachment "A", incorporated herein by this reference, and made a part of this Agreement as if fully set forth herein.

City and Contractor agree that any amount paid in error by City does not constitute a rate change in the amount of the contract. The City's contract/purchase order (PO) number given on the notice to proceed **must** be referenced on any invoice submitted for payment.

- 4. TERM OF AGREEMENT:** The term of this Agreement shall commence on October 16, 2023 and continue until October 15, 2028. Unless directed otherwise by the City, Contractor shall perform the work in accordance with any schedules made a part of this Agreement.
- 5. ORDER OF PRECEDENCE:** Where there is a conflict among or between any of these documents, the controlling documents shall be the first listed in the following sequence: Amendments to this Agreement; this Agreement; Contract Purchase Orders; the Contractor's responsive proposal to the City's solicitation, and the City's solicitation.
- 6. RELATION OF PARTIES:** The Contractor, and its subcontractors, agents, employees, or other vendors contracted by the Contractor to provide services or other work for the purpose of meeting the Contractor's obligations under this agreement (collectively referred to as "subcontractors"), are independent contractors performing professional services for the City and are not employees of the City. The Contractor and its subcontractors shall not, as a result of this Agreement, accrue leave, retirement, insurance, bonding or any other rights, privileges, or benefits afforded to City employees. The Contractor and its subcontractors shall not have the authority to bind City in any way except as may be specifically provided herein.
- 7. SUBCONTRACTING:** The City does not permit subcontractors for the work performed under this Agreement. The Contractor shall not subcontract for the performance of any work under this Agreement without prior written permission of the City.
- 8. E-VERIFY:** The Contractor shall enter into and register a Memorandum of Understanding with the Department of Homeland Security E-Verify program within sixty (60) days after execution of this Agreement. The Contractor shall ensure all Contractor employees and any subcontractors assigned to perform work under this Agreement are eligible to work in the United States. The Contractor shall provide verification of compliance upon the request of the

City. Failure by the Contractor to comply with this subsection shall be considered a material breach.

**9. DELAYS AND EXTENSIONS OF TIME:** If the Contractor is delayed at any time in the progress of the work covered by this Agreement, by any causes beyond Contractor's control, the time for performance may be extended by such time as shall be mutually agreed upon by the Contractor and the City and shall be incorporated in a written amendment to this Agreement. Any request for an extension of time shall be made in writing to the City.

**10. OWNERSHIP OF RECORDS AND DOCUMENTS:** Any and all work product prepared by the Contractor in the course of performing this Contract shall immediately become the property of the City. In consideration of the compensation provided for by this Agreement, the Contractor hereby further assigns all copyright interests in such work product to the City. A copy may be retained by the Contractor. Previously owned intellectual property of Contractor, and any know-how, methodologies or processes used by the Contractor to provide the services or project deliverables under this Agreement shall remain property of the Contractor.

**11. TERMINATION FOR PUBLIC CONVENIENCE:** The City, at its sole discretion, may terminate this contract for convenience at any time for any reason deemed appropriate. Termination is effective immediately upon notice of termination given by the City.

In the event this Agreement is terminated prior to the completion of work, the Contractor will only be paid for the portion of the work completed at the time of termination of the Agreement.

**12. TERMINATION FOR DEFAULT:** If the Contractor defaults by failing to perform any of the obligations of the Agreement, including violating any law, regulation, rule or ordinance applicable to this Agreement, or becomes insolvent or is declared bankrupt or commits any act of bankruptcy or insolvency or makes an assignment for the benefit of creditors, the City may, by depositing written notice to the Contractor in the U.S. mail, postage prepaid, terminate the Agreement, and at the City's option, obtain performance of the work elsewhere.

If the Agreement is terminated for default, the Contractor shall not be entitled to receive any further payments under the Agreement until all work called for has been fully performed. Any extra cost or damage to the City resulting from such default(s) shall be deducted from any money due or coming due to the Contractor. The Contractor shall bear any extra expenses incurred by the City in completing the work, and all damage sustained, or which may be sustained by the City by reason of such default.

If a notice of termination for default has been issued and it is later determined for any reason that the Contractor was not in default, the rights and obligations of the parties shall be the same as if

the notice of termination had been issued pursuant to the termination for public convenience paragraph herein.

- 13. OPPORTUNITY TO CURE:** The City at its sole discretion may in lieu of a termination allow the Contractor to cure the defect(s), by providing a “Notice to Cure” to Contractor setting forth the remedies sought by City and the deadline to accomplish the remedies. If the Contractor fails to remedy to the City’s satisfaction the breach or default of any of the terms, covenants, or conditions of this Contract within the time stated time, the City shall have the right to terminate the Contract without any further obligation to the Contractor. Any such termination for default shall not in any way operate to preclude the City from also pursuing all available remedies against the Contractor and it’s sureties for said breach or default, including but not limited to termination of this Contract for convenience.
- 14. COMPLIANCE WITH THE LAW:** The Contractor agrees to comply with all relevant, Federal, State, and Municipal laws, rules, policies, regulations or ordinances in the performance of work under this Agreement.
- 15. CITY BUSINESS AND OCCUPATION LICENSE:** The Contractor will be required to obtain a business license when contracting with the City unless allowable exemptions apply. The Contractor shall contact the State of Washington Business License Service (BLS) at: <http://bls.dor.wa.gov/file.aspx>, or by phone at 800-451-7985, or go to [www.bls.dor.wa.gov/cities/vancouver.aspx](http://www.bls.dor.wa.gov/cities/vancouver.aspx) or [www.cityofvancouver.us/businesslicense](http://www.cityofvancouver.us/businesslicense), to determine whether a business license is required pursuant to the Vancouver Municipal Code (VMC) Chapter 5.04.
- 16. LIABILITY AND HOLD HARMLESS:** The Contractor agrees to indemnify, defend, save and hold harmless the City, its officials, employees and agents from any and all liability, demands, claims, causes of action, suits or judgments, including costs, attorney fees and expenses incurred in connection therewith, of whatsoever kind or nature (including patent infringement or copyright claims) to the extent arising out of, or in connection with, or incident to, the negligent performance or willful misconduct pursuant to this Agreement. This indemnity and hold harmless shall include any claim made against the City by an employee of Contractor or subcontractor or agent even if Contractor is thus otherwise immune from liability pursuant to the workers’ compensation statute, Title 51 Revised Code of Washington (RCW), except to the extent that such liability arises from the concurrent negligence of both the City and the Contractor, such costs, fees and expenses shall be shared between the City and the Contractor in proportion to their relative degrees of negligence. The Contractor specifically acknowledges the provisions contained herein have been mutually negotiated by the parties and it is the intent of the parties that the Contractor provide the broadest scope of indemnity permitted by RCW 4.24.115. The Contractor is an independent contractor and responsible for the safety of its employees.

**17. INSURANCE:** The Contractor shall obtain and keep in force during the entire term of this agreement, liability insurance against any and all claims for damages to person or property which may arise out of the performance of this Contract whether such work shall be by the Contractor, subcontractor or anyone directly or indirectly employed by either the Contractor or a subcontractor.

All liability insurance required herein shall be under a Comprehensive or Commercial General Liability and business policies.

<b>COVERAGE</b>	<b>LIMITS OF LIABILITY</b>
<b>I. Commercial General Liability:</b>	
Policy shall include Bodily Injury, Property Damage, Personal Injury and Broad Form Contractual Liability	
Each Occurrence	\$1,000,000
General Aggregate Per Occurrence	\$1,000,000
Products & Completed Operations Aggregate	\$1,000,000
Personal and Advertising Injury	\$1,000,000
Blanket Contractual Liability	\$1,000,000
<b>II. Commercial Automobile Liability</b>	
Policy shall include Bodily Injury and Property Damage, for any owned, Hired, and/or Non-owned vehicles used in the operation, installation and maintenance of facilities under this agreement.	
Combined Single Limit	\$1,000,000
<b>III. Workers' Compensation (applicable to the State of Washington)</b>	
Per Occurrence	
Employer's Liability	\$1,000,000
Disease Each Employee	\$1,000,000
Disease Policy Limit	\$1,000,000
Each Claim	\$1,000,000
Annual Aggregate	\$1,000,000

In addition to the coverage and limits listed above the Contractor's insurance must all contain the following:

- a. City Listed as an Additional Insured. The City of Vancouver, its Agents, Representatives, Officers, Directors, Elected and Appointed Officials, and Employees must be named as an additional insured. The required Additional Insured endorsements shall be at least as broad as ISO CG 20 10 11 85, or its equivalent CG 20 10 07 04 and CG 20 37 07 04 must be included with the Certificate of Insurance.
- b. Either the Commercial General Liability or the Workers' Compensation policy must be endorsed to include "Washington Stop Gap" insurance. The limits and aggregates

referenced must apply to the Stop Gap coverage as well and must be indicated on the certificate.

- c. Employment Security. The Contractor shall comply with all employment security laws of the State in which services are provided and shall timely make all required payments in connection therewith.
- d. The City of Vancouver shall be listed on the Certificate as the Certificate Holder.
- e. Coverage Trigger: The insurance must be written on an “occurrence” basis. This must be indicated on the Certificate.

Contractor shall provide evidence of all insurance required, at the City’s request, by submitting an insurance certificate to the City on a standard “ACORD” or comparable form.

All policies shall be issued by an insurance company licensed to do business in the State of Washington. The City of Vancouver may inspect all policies and copies shall be provided to the City upon request.

**18. NOTICES:** All notices which are given or required to be given pursuant to this Agreement shall be hand delivered, mailed postage paid, or sent by electronic mail as follows:

For the City:  
Anna Vogel  
City of Vancouver  
415 W 6<sup>th</sup> Street  
P O Box 1995  
Vancouver WA 98668-1995  
Email: [anna.vogel@cityofvancouver.us](mailto:anna.vogel@cityofvancouver.us)

For the Contractor:  
Jon Jost  
Vanquish Investment Group  
(dba: Pacific Service Center)  
4030 NE Buffalo ST  
Portland, OR 97211  
Email: [jon@pacificservicecenter.com](mailto:jon@pacificservicecenter.com)

Either party may change the designated contact or any information listed above by giving advance notice in writing to the other party.

**19. AMENDMENTS:** All changes to this Agreement, including changes to the scope of work and compensation sections, must be made by written amendment and signed by all parties to this Agreement.

**20. SCOPE OF AGREEMENT:** This Agreement incorporates all the agreements, covenants and understanding between the parties hereto and are merged into this written Agreement. No prior

agreement or prior understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless set forth in this Agreement.

- 21. RATIFICATION:** Acts taken pursuant to this Agreement but prior to its effective date are hereby ratified and confirmed.
- 22. GOVERNING LAW/VENUE:** This Agreement shall be deemed to have been executed and delivered within the State of Washington, and the rights and obligations of the parties hereunder shall be construed and enforced in accordance with, and governed by, the laws of the State of Washington without regard to the principles of conflict of laws. Any action or suit brought in connection with this Agreement shall be brought in the Superior Court of Clark County, Washington.
- 23. COOPERATIVE PURCHASING:** The Washington State Inter-local Cooperation Act, Ch. 39.34 RCW, authorizes public agencies to cooperatively purchase goods and services if all parties agree. By having executed this Agreement, the Contractor agrees that other public agencies may purchase goods and services under this solicitation or contract at their own cost and without the City incurring any financial or legal liability for such purchases. The City agrees to allow other public agencies to purchase goods and services under this solicitation or contract, provided that the City is not held financially or legally liable for purchases and that any public agency purchasing under such solicitation or contract file a copy of this invitation and such contract in accordance with RCW 39.34.040.
- 24. PUBLIC DISCLOSURE COMPLIANCE:** The parties acknowledge that the City is an “agency” within the meaning of the Washington Public Records Act, Chapter 42.56 RCW, and that materials submitted by the Contractor to the City become public record. Such records may be subject to public disclosure, in whole or part and may be required to be released by the City in the event of a request for disclosure. In the event the City receives a public record request for any data or deliverable that is provided to the City and that is licensed from the Contractor, the City shall notify the Contractor of such request and withhold disclosure of such information for not less than five (5) business days, to permit the Contractor to seek judicial protection of such information, provided that the Contractor shall be responsible for attorney fees and costs in such action and shall save and hold harmless the City from any costs, attorney fees or penalty assessment under Chapter 42.17 RCW for withholding or delaying public disclosure of such information.
- 25. DEBARMENT:** The Contractor certifies that that it is not presently debarred, suspended, proposed for debarment, and declared ineligible or voluntarily excluded from covered transactions by any Federal, State or local department or agency.

**26. NONDISCRIMINATION:** The City of Vancouver, WA is an equal opportunity employer. In the performance of this Agreement, the Contractor will not discriminate against any employee or applicant for employment on the grounds of race, creed, color, national origin, sex, sexual orientation, marital status, age or the presence of any sensory, mental or physical handicap.

The undersigned, as the authorized representatives of the City and Contractor respectively, agree to all of the terms and conditions contained in this Agreement, as of the dates set forth below.

**CITY OF VANCOUVER**  
A municipal corporation

**CONTRACTOR:**  
Vanquish Investment Group  
(dba: Pacific Service Center)

DocuSigned by:  
*Anna Vogel*  
7C05B7FF675849B...  
Anna L. Vogel, Procurement Manager

DocuSigned by:  
*Jon Jost*  
5850DD14BEF84E9...  
Signature

10/17/2023  
Date

Jon Jost CFO  
Printed Name /Title

Attest:

10/16/2023  
Date

DocuSigned by:  
*Natasha Ramras*  
BCF6734E40E94AE...  
Natasha Ramras, City Clerk

Approved as to form:

DocuSigned by:  
*Cary Driskell*  
E28C3CAC2A6547D...  
Cary Driskell, Assistant City Attorney

**ATTACHMENT "A":****Payment Rates****ITB 23-33 Ford Transit T35 Cargo Vans Shelving and Installation - Re-Bid****Pacific Service Center**

ITEM		QUANTITY	UNIT	UNIT PRICE	AMOUNT
<b>Maintenance Vans</b>					
1	Partition - Aluminum Partition. Contoured partition with tempered glass window.	2	EA	\$ 1,518.13	\$ 3,036.26
2	Workbench with hardwood top. Aluminum. One shelf with dividers. Universal. 18inD x 48inW X 36inH	2	EA	\$ 1,151.48	\$ 2,302.96
3	Part slider drawer. Aluminum. 48inD x 12inW x 6inH.	2	EA	\$ 555.22	\$ 1,110.44
4	Top edge part slider. Aluminum. 48inD x 12inw x4inH.	2	EA	\$ 192.23	\$ 384.46
5	8 drawer cabinet with top shelf. Aluminum. 20.5inD x 24inW x 56inH.	2	EA	\$ 3,795.80	\$ 7,591.60
6	Parts keeper cabinet with 8 carry cases and 2 top shelves. Aluminum. 14inD x 17inW x 62.5inH.	2	EA	\$ 1,237.00	\$ 2,474.00
7	Jumbo Tool drawer. Aluminum. 48inD x 16W x 19inH.	2	EA	\$ 1,295.53	\$ 2,591.06
8	6ind x 12inw Hitch Step, aluminum, to fit 2in X 2in hitch	2	EA	\$ 325.00	\$ 650.00
9	Aluminum Shelving - 96in, 4 Shelves (14in D x 96in W x 62in H)	2	EA	\$ 1,350.00	\$ 2,700.00
10	Two drawer cabinet. Aluminum. 14inD x 24inW x 12inH.	4	EA	\$ 953.34	\$ 3,813.36
11	Large aluminum movable hook, 6.5in opening. 6.5inD x 2.75inW x 4inH.	4	EA	\$ 26.19	\$ 104.76
12	8in Swivel Hook, painted yellow, 4in opening, Installed on Back of Shelves	12	EA	\$ 48.00	\$ 576.00
13	Adjustable Shelving Locking Door Unit. Aluminum. For 48in and 96in Shelves. (45in Wide)	12	EA	\$ 255.79	\$ 3,069.48
14	(Set of five) Aluminum Snap In Dividers (Fits 12in shelves)	6	EA	\$ 35.80	\$ 214.80
15	(Set of five) Aluminum Snap In Dividers (Fits 14in shelves)	6	EA	\$ 35.80	\$ 214.80
16	Labor for each vehicle installation	2	EA	\$ 2,320.00	\$ 4,640.00
17	Pick up and Delivery	2	EA	\$ 75.00	\$ 150.00
SUBTOTAL				\$	35,623.98
WASHINGTON STATE SALES TAX (8.7%)				\$	3,099.29
<b>GRAND TOTAL</b>				<b>\$</b>	<b>38,723.27</b>

**ITB 23-33 Ford Transit T35 Cargo Vans Shelving and Installation - Re-Bid**

**Pacific Service Center**

ITEM		QUANTITY	UNIT	UNIT PRICE	AMOUNT
<b>HVAC Vans</b>					
1	Partition - Steel Partition. Straight partition with perforated window, No access.	1	EA	\$ 972.00	\$ 972.00
2	Ladder Rack Drop Down Double	1	EA	\$ 3,850.00	\$ 3,850.00
3	Workbench with hardwood top. Aluminum. One shelf with dividers. Universal. 18inD x 48in	1	EA	\$ 1,151.48	\$ 1,151.48
4	Top edge for part slider. Aluminum. 48inD x 12inW x 4inH.	1	EA	\$ 142.23	\$ 142.23
5	8 drawer cabinet with top shelf. Aluminum. 20.5inD x 24inW x 56inH.	1	EA	\$ 3,795.80	\$ 3,795.80
6	Parts keeper cabinet with 8 carry cases and 2 top shelves. Aluminum. 14inD x 17inW x 62.5inH.	1	EA	\$ 1,237.00	\$ 1,237.00
7	Jumbo Tool drawer. Aluminum. 48inD x 16W x 19inH.	1	EA	\$ 1,295.53	\$ 1,295.53
8	6inD x 12inW Hitch Step, aluminum, to fit 2in X 2in hitch	1	EA	\$ 325.00	\$ 325.00
9	Aluminum Shelving - 36in, 4 Shelves (14in D x 36in W x 62in H)	1	EA	\$ 845.84	\$ 845.84
10	Aluminum Shelving - 48in, 4 Shelves (14in D x 48in W x 62in H)	1	EA	\$ 960.30	\$ 960.30
11	2 drawer cabinet. Aluminum. 14inD x 24inW x 12inH.	1	EA	\$ 953.34	\$ 953.34
12	Large aluminum movable hook, 6.5in opening. 6.5inD x 2.75inW x 4inH.	2	EA	\$ 26.19	\$ 52.38
13	Parts keeper cabinet with 4 carry cases. Aluminum. Universal. 14inD x 17inW x 24inH	2	EA	\$ 612.00	\$ 1,224.00
14	8in Swivel Hook, painted yellow, 4in opening, Installed on Back of Shelves	2	EA	\$ 48.00	\$ 96.00
15	Adjustable Shelving Locking Door Unit. Aluminum. For 48in and 96in Shelves. (45in Wide)	2	EA	\$ 255.79	\$ 511.58
16	Deep Plastic Shelf Bins with Center Divider (Fits 12in Deep Shelves)	7	EA	\$ 35.00	\$ 245.00
17	Deep Plastic Shelf Bins with Center Divider (Fits 14in Deep Shelves)	7	EA	\$ 35.00	\$ 245.00
19	(Set of five) Aluminum Snap In Dividers (Fits 12in shelves)	2	EA	\$ 35.80	\$ 71.60
20	(Set of five) Aluminum Snap In Dividers (Fits 14in shelves)	2	EA	\$ 35.80	\$ 71.60
21	Labor for each vehicle installation	1	EA	\$ 2,610.00	\$ 2,610.00
22	Pick up and Delivery	1	EA	\$ 75.00	\$ 75.00
SUBTOTAL					\$ 20,730.68
WASHINGTON STATE SALES TAX (8.7%)					\$ 1,803.57
<b>GRAND TOTAL</b>					<b>\$ 22,534.25</b>

**Staff Report: 034-24**

**TO:** Mayor and City Council

**FROM:** Eric Holmes, City Manager

**DATE:** 7/1/2024

**SUBJECT** Piggyback Contract - Approval of an increase for purchasing a sewer pipe inspection van and related equipment using Sourcewell Contract 120721-RVL: C-101556

**Key Points**

- The City contracts with SWS Equipment through Sourcewell Contract 120721-RVL for Rapidview sewer inspection equipment.
- The original contract was competitively bid and conforms to the bidding requirements set forth by Sourcewell and the City of Vancouver.
- This contract also covers maintenance parts and repairs.
- The contract is set to expire January 17, 2026, with the option to extend to January 17th, 2027.
- Purchases from this contract for both the van and video equipment will exceed the City's \$300,000 purchasing threshold.

**Strategic Plan Alignment**

**Safe and Prepared Community** – a safe place to live, work, learn, and play.

**Present Situation**

The Wastewater Division of the Public Works Department has a closed-circuit TV van, which is at the end of its lifecycle, and is due for replacement. The function of this van is to deploy high-definition cameras into sewer pipelines to perform sanitary sewer inspections.

A replacement CCTV van with video equipment is estimated to be approximately \$362,024 before applicable sales tax. Fleet Service staff requests that the Sourcewell contract be amended to include all current costs associated with the replacement of the sewer inspection van and appurtenant video equipment.

**Advantage(s)**

1. The equipment purchased through this contract match the current City standard.
2. The vendor covered under this contract has continuously provided high quality, dependable equipment and service that help maintain uniformity in the City fleet and the operational needs of multiple City maintenance departments.

3. The approval for continued use of this contract will enable Fleet Services to order the required replacement equipment while taking advantage of the contract's competitive pricing.

**Disadvantage(s)**

None

**Budget Impact**

The 2024 Spring Supplement to the 2024 Budget included \$355,000 for the replacement of the closed-circuit TV van. More recent estimates indicate a slightly higher cost. The Wastewater Division will adjust other areas of their budget so that the purchase of the replacement van and equipment stay within the current authorized budget.

**Prior Council Review**

None

**Action Requested**

Authorize the City Manager, or their designee, to approve purchases under C-101556: Sourcewell 120721-RVL for the life of the contract with SWS Equipment up to the current authorized budget.

*Jake Mahan, Senior Management Analyst, 360-487-8195; Dan Zenger, Equipment Superintendent, 360-487-8205*

**ATTACHMENTS:**

- ▣ PO-67166
- ▣ C-101556
- ▣ rapidview contract



**CITY OF VANCOUVER**  
**Procurement Services**  
 (360) 487-8430  
 procurement.services@cityofvancouver.us  
 www.cityofvancouver.us  
 Federal Tax ID No. 91-6001288

**Purchase Order #:** PO-67166  
**Revision #:** 0  
**Effective Date:** 4/19/24  
**Contract #:** C-101556

This Purchase Order number must appear on all invoices, packing lists, and correspondence related to this order.

**Solid Waste Systems, Inc.**  
 PO Box 13040  
 Spokane Valley, WA 99213-3040

**Submit Invoice To:**

City of Vancouver  
 Jacob Mahan  
 PO Box 1995  
 Vancouver, WA 98668  
 Jacob.Mahan@cityofvancouver.us  
 accpay@cityofvancouver.us

**Ship To:**

City of Vancouver  
**Jacob Mahan**  
 Ops Center - Fleet Services  
 4711 E Fourth Plain Blvd  
 Vancouver, WA 98661

**If you have any questions regarding this order, please contact:**

Jacob Mahan / (360) 487-8195 Jacob.Mahan@cityofvancouver.us

Line #	Line Description	Qty	UOM	Unit Price	Tax	Amount
1	SEWER EQUIPMENT 900-ECO CATCH BASIN CLEANER TO REPLACE #3153 IN STORM WATER.	1	Each	543,368.00	47,273.02	543,368.00
<b>Subtotal:</b>						\$543,368.00
<b>Tax:</b>						\$47,273.02
<b>Total:</b>						\$590,641.02

**Note to Supplier**

This City is authorized to enter the 120721-RVL Underground Infrastructure Equipment with Solid Waste Systems under RCW 39.34. 120721-RVL Underground Infrastructure Equipment is incorporated by reference into this purchase order. The City is Sourcwell under the 120721-RVL Underground Infrastructure Equipment. Solid Waste Systems agrees to be bound to 120721-RVL Underground Infrastructure Equipment City as Sourcwell in providing goods/services under 120721-RVL Underground Infrastructure Equipment.

Authorized Signature



CITY OF VANCOUVER  
Procurement Services  
(360) 487-8430  
(360) 487-8433 fax  
www.cityofvancouver.us  
Federal Tax ID No. 91-6001288

<b>Contract #:</b>	C-101556
<b>Start Date:</b>	Jan 13, 2022
<b>End Date:</b>	Jan 17, 2026
<b>Total Contract Amount:</b>	\$300,000.00

Solid Waste Systems  
PO Box 13040  
Spokane Valley, WA 99213-3040

**Submit all invoices and questions to:**

Jacob Mahan / Jacob.Mahan@cityofvancouver.us

**Contract Overview**

Piggyback - Sourcewell - 120721-RVL Underground Infrastructure Equipment. Purchases are ordered on an as-needed basis. Orders are made with approved purchase orders.

Memo: The Underground Infrastructure Equipment #120721-RVL Contract and Amendments thereto ("Master Contract") between the Contractor and Sourcewell adopted and incorporated herein by this reference. The City shall be afforded all rights and privileges as "Sourcewell" under the terms of the master contract.

Final End Term: January 17, 2027

**Terms and Conditions**

Visit our website at <https://www.cityofvancouver.us/fms/page/terms-and-conditions> to access either the general terms and conditions (Rev. 05/2017) or the Professional Services terms and conditions (Rev. 05/2017), which are applicable if there is no written contract.

Authorized Signature

**Solicitation Number: RFP #120721****CONTRACT**

This Contract is between Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and RapidView LLC, 1828 W. Olson Rd., Rochester, IN 46975 (Supplier).

Sourcewell is a State of Minnesota local government unit and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to eligible federal, state/province, and municipal governmental entities, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada. Sourcewell issued a public solicitation for Underground Infrastructure Inspection and Rehabilitation Equipment with Related Services from which Supplier was awarded a contract.

Supplier desires to contract with Sourcewell to provide equipment, products, or services to Sourcewell and the entities that access Sourcewell's cooperative purchasing contracts (Participating Entities).

**1. TERM OF CONTRACT**

- A. **EFFECTIVE DATE.** This Contract is effective upon the date of the final signature below.
- B. **EXPIRATION DATE AND EXTENSION.** This Contract expires January 17, 2026, unless it is cancelled sooner pursuant to Article 22. This Contract may be extended one additional year upon the request of Sourcewell and written agreement by Supplier.
- C. **SURVIVAL OF TERMS.** Notwithstanding any expiration or termination of this Contract, all payment obligations incurred prior to expiration or termination will survive, as will the following: Articles 11 through 14 survive the expiration or cancellation of this Contract. All other rights will cease upon expiration or termination of this Contract.

**2. EQUIPMENT, PRODUCTS, OR SERVICES**

- A. **EQUIPMENT, PRODUCTS, OR SERVICES.** Supplier will provide the Equipment, Products, or Services as stated in its Proposal submitted under the Solicitation Number listed above. Supplier's Equipment, Products, or Services Proposal (Proposal) is attached and incorporated into this Contract.

All Equipment and Products provided under this Contract must be new and the current model. Supplier may offer close-out or refurbished Equipment or Products if they are clearly indicated in Supplier's product and pricing list. Unless agreed to by the Participating Entities in advance, Equipment or Products must be delivered as operational to the Participating Entity's site.

This Contract offers an indefinite quantity of sales, and while substantial volume is anticipated, sales and sales volume are not guaranteed.

B. **WARRANTY.** Supplier warrants that all Equipment, Products, and Services furnished are free from liens and encumbrances, and are free from defects in design, materials, and workmanship. In addition, Supplier warrants the Equipment, Products, and Services are suitable for and will perform in accordance with the ordinary use for which they are intended. Supplier's dealers and distributors must agree to assist the Participating Entity in reaching a resolution in any dispute over warranty terms with the manufacturer. Any manufacturer's warranty that extends beyond the expiration of the Supplier's warranty will be passed on to the Participating Entity.

C. **DEALERS, DISTRIBUTORS, AND/OR RESELLERS.** Upon Contract execution and throughout the Contract term, Supplier must provide to Sourcewell a current means to validate or authenticate Supplier's authorized dealers, distributors, or resellers relative to the Equipment, Products, and Services offered under this Contract, which will be incorporated into this Contract by reference. It is the Supplier's responsibility to ensure Sourcewell receives the most current information.

### **3. PRICING**

All Equipment, Products, or Services under this Contract will be priced at or below the price stated in Supplier's Proposal.

When providing pricing quotes to Participating Entities, all pricing quoted must reflect a Participating Entity's total cost of acquisition. This means that the quoted cost is for delivered Equipment, Products, and Services that are operational for their intended purpose, and includes all costs to the Participating Entity's requested delivery location.

Regardless of the payment method chosen by the Participating Entity, the total cost associated with any purchase option of the Equipment, Products, or Services must always be disclosed in the pricing quote to the applicable Participating Entity at the time of purchase.

A. **SHIPPING AND SHIPPING COSTS.** All delivered Equipment and Products must be properly packaged. Damaged Equipment and Products may be rejected. If the damage is not readily apparent at the time of delivery, Supplier must permit the Equipment and Products to be returned within a reasonable time at no cost to Sourcewell or its Participating Entities. Participating Entities reserve the right to inspect the Equipment and Products at a reasonable

time after delivery where circumstances or conditions prevent effective inspection of the Equipment and Products at the time of delivery. In the event of the delivery of nonconforming Equipment and Products, the Participating Entity will notify the Supplier as soon as possible and the Supplier will replace nonconforming Equipment and Products with conforming Equipment and Products that are acceptable to the Participating Entity.

Supplier must arrange for and pay for the return shipment on Equipment and Products that arrive in a defective or inoperable condition.

Sourcwell may declare the Supplier in breach of this Contract if the Supplier intentionally delivers substandard or inferior Equipment or Products.

B. SALES TAX. Each Participating Entity is responsible for supplying the Supplier with valid tax-exemption certification(s). When ordering, a Participating Entity must indicate if it is a tax-exempt entity.

C. HOT LIST PRICING. At any time during this Contract, Supplier may offer a specific selection of Equipment, Products, or Services at discounts greater than those listed in the Contract. When Supplier determines it will offer Hot List Pricing, it must be submitted electronically to Sourcwell in a line-item format. Equipment, Products, or Services may be added or removed from the Hot List at any time through a Sourcwell Price and Product Change Form as defined in Article 4 below.

Hot List program and pricing may also be used to discount and liquidate close-out and discontinued Equipment and Products as long as those close-out and discontinued items are clearly identified as such. Current ordering process and administrative fees apply. Hot List Pricing must be published and made available to all Participating Entities.

#### **4. PRODUCT AND PRICING CHANGE REQUESTS**

Supplier may request Equipment, Product, or Service changes, additions, or deletions at any time. All requests must be made in writing by submitting a signed Sourcwell Price and Product Change Request Form to the assigned Sourcwell Supplier Development Administrator. This approved form is available from the assigned Sourcwell Supplier Development Administrator. At a minimum, the request must:

- Identify the applicable Sourcwell contract number;
- Clearly specify the requested change;
- Provide sufficient detail to justify the requested change;
- Individually list all Equipment, Products, or Services affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and

- Include a complete restatement of pricing documentation in Microsoft Excel with the effective date of the modified pricing, or product addition or deletion. The new pricing restatement must include all Equipment, Products, and Services offered, even for those items where pricing remains unchanged.

A fully executed Sourcewell Price and Product Change Request Form will become an amendment to this Contract and will be incorporated by reference.

## **5. PARTICIPATION, CONTRACT ACCESS, AND PARTICIPATING ENTITY REQUIREMENTS**

A. PARTICIPATION. Sourcewell's cooperative contracts are available and open to public and nonprofit entities across the United States and Canada; such as federal, state/province, municipal, K-12 and higher education, tribal government, and other public entities.

The benefits of this Contract should be available to all Participating Entities that can legally access the Equipment, Products, or Services under this Contract. A Participating Entity's authority to access this Contract is determined through its cooperative purchasing, interlocal, or joint powers laws. Any entity accessing benefits of this Contract will be considered a Service Member of Sourcewell during such time of access. Supplier understands that a Participating Entity's use of this Contract is at the Participating Entity's sole convenience and Participating Entities reserve the right to obtain like Equipment, Products, or Services from any other source.

Supplier is responsible for familiarizing its sales and service forces with Sourcewell contract use eligibility requirements and documentation and will encourage potential participating entities to join Sourcewell. Sourcewell reserves the right to add and remove Participating Entities to its roster during the term of this Contract.

B. PUBLIC FACILITIES. Supplier's employees may be required to perform work at government-owned facilities, including schools. Supplier's employees and agents must conduct themselves in a professional manner while on the premises, and in accordance with Participating Entity policies and procedures, and all applicable laws.

## **6. PARTICIPATING ENTITY USE AND PURCHASING**

A. ORDERS AND PAYMENT. To access the contracted Equipment, Products, or Services under this Contract, a Participating Entity must clearly indicate to Supplier that it intends to access this Contract; however, order flow and procedure will be developed jointly between Sourcewell and Supplier. Typically, a Participating Entity will issue an order directly to Supplier or its authorized subsidiary, distributor, dealer, or reseller. If a Participating Entity issues a purchase order, it may use its own forms, but the purchase order should clearly note the applicable Sourcewell contract number. All Participating Entity orders under this Contract must be issued prior to expiration or cancellation of this Contract; however, Supplier performance, Participating Entity

payment obligations, and any applicable warranty periods or other Supplier or Participating Entity obligations may extend beyond the term of this Contract.

Supplier's acceptable forms of payment are included in its attached Proposal. Participating Entities will be solely responsible for payment and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.

B. **ADDITIONAL TERMS AND CONDITIONS/PARTICIPATING ADDENDUM.** Additional terms and conditions to a purchase order, or other required transaction documentation, may be negotiated between a Participating Entity and Supplier, such as job or industry-specific requirements, legal requirements (e.g., affirmative action or immigration status requirements), or specific local policy requirements. Some Participating Entities may require the use of a Participating Addendum; the terms of which will be negotiated directly between the Participating Entity and the Supplier. Any negotiated additional terms and conditions must never be less favorable to the Participating Entity than what is contained in this Contract.

C. **SPECIALIZED SERVICE REQUIREMENTS.** In the event that the Participating Entity requires service or specialized performance requirements not addressed in this Contract (such as e-commerce specifications, specialized delivery requirements, or other specifications and requirements), the Participating Entity and the Supplier may enter into a separate, standalone agreement, apart from this Contract. Sourcewell, including its agents and employees, will not be made a party to a claim for breach of such agreement.

D. **TERMINATION OF ORDERS.** Participating Entities may terminate an order, in whole or in part, immediately upon notice to Supplier in the event of any of the following events:

1. The Participating Entity fails to receive funding or appropriation from its governing body at levels sufficient to pay for the equipment, products, or services to be purchased; or
2. Federal, state, or provincial laws or regulations prohibit the purchase or change the Participating Entity's requirements.

E. **GOVERNING LAW AND VENUE.** The governing law and venue for any action related to a Participating Entity's order will be determined by the Participating Entity making the purchase.

## **7. CUSTOMER SERVICE**

A. **PRIMARY ACCOUNT REPRESENTATIVE.** Supplier will assign an Account Representative to Sourcewell for this Contract and must provide prompt notice to Sourcewell if that person is changed. The Account Representative will be responsible for:

- Maintenance and management of this Contract;
- Timely response to all Sourcewell and Participating Entity inquiries; and

- Business reviews to Sourcwell and Participating Entities, if applicable.

B. BUSINESS REVIEWS. Supplier must perform a minimum of one business review with Sourcwell per contract year. The business review will cover sales to Participating Entities, pricing and contract terms, administrative fees, sales data reports, supply issues, customer issues, and any other necessary information.

## **8. REPORT ON CONTRACT SALES ACTIVITY AND ADMINISTRATIVE FEE PAYMENT**

A. CONTRACT SALES ACTIVITY REPORT. Each calendar quarter, Supplier must provide a contract sales activity report (Report) to the Sourcwell Supplier Development Administrator assigned to this Contract. Reports are due no later than 45 days after the end of each calendar quarter. A Report must be provided regardless of the number or amount of sales during that quarter (i.e., if there are no sales, Supplier must submit a report indicating no sales were made).

The Report must contain the following fields:

- Participating Entity Name (e.g., City of Staples Highway Department);
- Participating Entity Physical Street Address;
- Participating Entity City;
- Participating Entity State/Province;
- Participating Entity Zip/Postal Code;
- Participating Entity Contact Name;
- Participating Entity Contact Email Address;
- Participating Entity Contact Telephone Number;
- Sourcwell Assigned Entity/Participating Entity Number;
- Item Purchased Description;
- Item Purchased Price;
- Sourcwell Administrative Fee Applied; and
- Date Purchase was invoiced/sale was recognized as revenue by Supplier.

B. ADMINISTRATIVE FEE. In consideration for the support and services provided by Sourcwell, the Supplier will pay an administrative fee to Sourcwell on all Equipment, Products, and Services provided to Participating Entities. The Administrative Fee must be included in, and not added to, the pricing. Supplier may not charge Participating Entities more than the contracted price to offset the Administrative Fee.

The Supplier will submit payment to Sourcwell for the percentage of administrative fee stated in the Proposal multiplied by the total sales of all Equipment, Products, and Services purchased by Participating Entities under this Contract during each calendar quarter. Payments should note the Supplier's name and Sourcwell-assigned contract number in the memo; and must be

mailed to the address above "Attn: Accounts Receivable" or remitted electronically to Sourcewell's banking institution per Sourcewell's Finance department instructions. Payments must be received no later than 45 calendar days after the end of each calendar quarter.

Supplier agrees to cooperate with Sourcewell in auditing transactions under this Contract to ensure that the administrative fee is paid on all items purchased under this Contract.

In the event the Supplier is delinquent in any undisputed administrative fees, Sourcewell reserves the right to cancel this Contract and reject any proposal submitted by the Supplier in any subsequent solicitation. In the event this Contract is cancelled by either party prior to the Contract's expiration date, the administrative fee payment will be due no more than 30 days from the cancellation date.

### **9. AUTHORIZED REPRESENTATIVE**

Sourcewell's Authorized Representative is its Chief Procurement Officer.

Supplier's Authorized Representative is the person named in the Supplier's Proposal. If Supplier's Authorized Representative changes at any time during this Contract, Supplier must promptly notify Sourcewell in writing.

### **10. AUDIT, ASSIGNMENT, AMENDMENTS, WAIVER, AND CONTRACT COMPLETE**

A. **AUDIT.** Pursuant to Minnesota Statutes Section 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by Sourcewell or the Minnesota State Auditor for a minimum of six years from the end of this Contract. This clause extends to Participating Entities as it relates to business conducted by that Participating Entity under this Contract.

B. **ASSIGNMENT.** Neither party may assign or otherwise transfer its rights or obligations under this Contract without the prior written consent of the other party and a fully executed assignment agreement. Such consent will not be unreasonably withheld. Any prohibited assignment will be invalid.

C. **AMENDMENTS.** Any amendment to this Contract must be in writing and will not be effective until it has been duly executed by the parties.

D. **WAIVER.** Failure by either party to take action or assert any right under this Contract will not be deemed a waiver of such right in the event of the continuation or repetition of the circumstances giving rise to such right. Any such waiver must be in writing and signed by the parties.

E. **CONTRACT COMPLETE.** This Contract represents the complete agreement between the parties. No other understanding regarding this Contract, whether written or oral, may be used to bind either party. For any conflict between the attached Proposal and the terms set out in Articles 1-22 of this Contract, the terms of Articles 1-22 will govern.

F. **RELATIONSHIP OF THE PARTIES.** The relationship of the parties is one of independent contractors, each free to exercise judgment and discretion with regard to the conduct of their respective businesses. This Contract does not create a partnership, joint venture, or any other relationship such as master-servant, or principal-agent.

### **11. INDEMNITY AND HOLD HARMLESS**

Supplier must indemnify, defend, save, and hold Sourcewell and its Participating Entities, including their agents and employees, harmless from any claims or causes of action, including attorneys' fees incurred by Sourcewell or its Participating Entities, arising out of any act or omission in the performance of this Contract by the Supplier or its agents or employees; this indemnification includes injury or death to person(s) or property alleged to have been caused by some defect in the Equipment, Products, or Services under this Contract to the extent the Equipment, Product, or Service has been used according to its specifications. Sourcewell's responsibility will be governed by the State of Minnesota's Tort Liability Act (Minnesota Statutes Chapter 466) and other applicable law.

### **12. GOVERNMENT DATA PRACTICES**

Supplier and Sourcewell must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by or provided to Sourcewell under this Contract and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Supplier under this Contract.

### **13. INTELLECTUAL PROPERTY, PUBLICITY, MARKETING, AND ENDORSEMENT**

#### **A. INTELLECTUAL PROPERTY**

1. *Grant of License.* During the term of this Contract:
  - a. Sourcewell grants to Supplier a royalty-free, worldwide, non-exclusive right and license to use the trademark(s) provided to Supplier by Sourcewell in advertising and promotional materials for the purpose of marketing Sourcewell's relationship with Supplier.
  - b. Supplier grants to Sourcewell a royalty-free, worldwide, non-exclusive right and license to use Supplier's trademarks in advertising and promotional materials for the purpose of marketing Supplier's relationship with Sourcewell.
2. *Limited Right of Sublicense.* The right and license granted herein includes a limited right of each party to grant sublicenses to their respective subsidiaries, distributors, dealers, resellers, marketing representatives, and agents (collectively "Permitted Sublicensees") in

advertising and promotional materials for the purpose of marketing the Parties' relationship to Participating Entities. Any sublicense granted will be subject to the terms and conditions of this Article. Each party will be responsible for any breach of this Article by any of their respective sublicensees.

*3. Use; Quality Control.*

a. Neither party may alter the other party's trademarks from the form provided and must comply with removal requests as to specific uses of its trademarks or logos.

b. Each party agrees to use, and to cause its Permitted Sublicensees to use, the other party's trademarks only in good faith and in a dignified manner consistent with such party's use of the trademarks. Upon written notice to the breaching party, the breaching party has 30 days of the date of the written notice to cure the breach or the license will be terminated.

4. As applicable, Supplier agrees to indemnify and hold harmless Sourcewell and its Participating Entities against any and all suits, claims, judgments, and costs instituted or recovered against Sourcewell or Participating Entities by any person on account of the use of any Equipment or Products by Sourcewell or its Participating Entities supplied by Supplier in violation of applicable patent or copyright laws.

*5. Termination.* Upon the termination of this Contract for any reason, each party, including Permitted Sublicensees, will have 30 days to remove all Trademarks from signage, websites, and the like bearing the other party's name or logo (excepting Sourcewell's pre-printed catalog of suppliers which may be used until the next printing). Supplier must return all marketing and promotional materials, including signage, provided by Sourcewell, or dispose of it according to Sourcewell's written directions.

B. **PUBLICITY.** Any publicity regarding the subject matter of this Contract must not be released without prior written approval from the Authorized Representatives. Publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Supplier individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Contract.

C. **MARKETING.** Any direct advertising, marketing, or offers with Participating Entities must be approved by Sourcewell. Send all approval requests to the Sourcewell Supplier Development Administrator assigned to this Contract.

D. **ENDORSEMENT.** The Supplier must not claim that Sourcewell endorses its Equipment, Products, or Services.

#### **14. GOVERNING LAW, JURISDICTION, AND VENUE**

The substantive and procedural laws of the State of Minnesota will govern this Contract. Venue for all legal proceedings arising out of this Contract, or its breach, must be in the appropriate state court in Todd County, Minnesota or federal court in Fergus Falls, Minnesota.

#### **15. FORCE MAJEURE**

Neither party to this Contract will be held responsible for delay or default caused by acts of God or other conditions that are beyond that party's reasonable control. A party defaulting under this provision must provide the other party prompt written notice of the default.

#### **16. SEVERABILITY**

If any provision of this Contract is found by a court of competent jurisdiction to be illegal, unenforceable, or void then both parties will be relieved from all obligations arising from that provision. If the remainder of this Contract is capable of being performed, it will not be affected by such determination or finding and must be fully performed.

#### **17. PERFORMANCE, DEFAULT, AND REMEDIES**

A. **PERFORMANCE.** During the term of this Contract, the parties will monitor performance and address unresolved contract issues as follows:

1. *Notification.* The parties must promptly notify each other of any known dispute and work in good faith to resolve such dispute within a reasonable period of time. If necessary, Sourcewell and the Supplier will jointly develop a short briefing document that describes the issue(s), relevant impact, and positions of both parties.
2. *Escalation.* If parties are unable to resolve the issue in a timely manner, as specified above, either Sourcewell or Supplier may escalate the resolution of the issue to a higher level of management. The Supplier will have 30 calendar days to cure an outstanding issue.
3. *Performance while Dispute is Pending.* Notwithstanding the existence of a dispute, the Supplier must continue without delay to carry out all of its responsibilities under the Contract that are not affected by the dispute. If the Supplier fails to continue without delay to perform its responsibilities under the Contract, in the accomplishment of all undisputed work, the Supplier will bear any additional costs incurred by Sourcewell and/or its Participating Entities as a result of such failure to proceed.

B. **DEFAULT AND REMEDIES.** Either of the following constitutes cause to declare this Contract, or any Participating Entity order under this Contract, in default:

1. Nonperformance of contractual requirements, or
2. A material breach of any term or condition of this Contract.

The party claiming default must provide written notice of the default, with 30 calendar days to cure the default. Time allowed for cure will not diminish or eliminate any liability for liquidated or other damages. If the default remains after the opportunity for cure, the non-defaulting party may:

- Exercise any remedy provided by law or equity, or
- Terminate the Contract or any portion thereof, including any orders issued against the Contract.

## 18. INSURANCE

A. REQUIREMENTS. At its own expense, Supplier must maintain insurance policy(ies) in effect at all times during the performance of this Contract with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" rating of A- or better, with coverage and limits of insurance not less than the following:

1. *Workers' Compensation and Employer's Liability.*

Workers' Compensation: As required by any applicable law or regulation.

Employer's Liability Insurance: must be provided in amounts not less than listed below:

Minimum limits:

\$500,000 each accident for bodily injury by accident

\$500,000 policy limit for bodily injury by disease

\$500,000 each employee for bodily injury by disease

2. *Commercial General Liability Insurance.* Supplier will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition), or equivalent. At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including construction defect, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Contract.

Minimum Limits:

\$1,000,000 each occurrence Bodily Injury and Property Damage

\$1,000,000 Personal and Advertising Injury

\$2,000,000 aggregate for Products-Completed operations

\$2,000,000 general aggregate

3. *Commercial Automobile Liability Insurance.* During the term of this Contract, Supplier will maintain insurance covering all owned, hired, and non-owned automobiles in limits of liability not less than indicated below. The coverage must be subject to terms

no less broad than ISO Business Auto Coverage Form CA 0001 (2010 edition or newer), or equivalent.

Minimum Limits:

\$1,000,000 each accident, combined single limit

4. *Umbrella Insurance*. During the term of this Contract, Supplier will maintain umbrella coverage over Employer's Liability, Commercial General Liability, and Commercial Automobile.

Minimum Limits:

\$2,000,000

5. *Network Security and Privacy Liability Insurance*. During the term of this Contract, Supplier will maintain coverage for network security and privacy liability. The coverage may be endorsed on another form of liability coverage or written on a standalone policy. The insurance must cover claims which may arise from failure of Supplier's security resulting in, but not limited to, computer attacks, unauthorized access, disclosure of not public data – including but not limited to, confidential or private information, transmission of a computer virus, or denial of service.

Minimum limits:

\$2,000,000 per occurrence

\$2,000,000 annual aggregate

Failure of Supplier to maintain the required insurance will constitute a material breach entitling Sourcewell to immediately terminate this Contract for default.

B. CERTIFICATES OF INSURANCE. Prior to commencing under this Contract, Supplier must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Contract. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 or sent to the Sourcewell Supplier Development Administrator assigned to this Contract. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf.

Failure to request certificates of insurance by Sourcewell, or failure of Supplier to provide certificates of insurance, in no way limits or relieves Supplier of its duties and responsibilities in this Contract.

C. ADDITIONAL INSURED ENDORSEMENT AND PRIMARY AND NON-CONTRIBUTORY INSURANCE CLAUSE. Supplier agrees to list Sourcewell and its Participating Entities, including their officers, agents, and employees, as an additional insured under the Supplier's commercial general liability insurance policy with respect to liability arising out of activities, "operations," or "work" performed by or on behalf of Supplier, and products and completed operations of Supplier. The policy provision(s) or endorsement(s) must further provide that coverage is

primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.

D. **WAIVER OF SUBROGATION.** Supplier waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses paid under the insurance policies required by this Contract or other insurance applicable to the Supplier or its subcontractors. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance maintained by the Supplier or its subcontractors. Where permitted by law, Supplier must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.

E. **UMBRELLA/EXCESS LIABILITY/SELF-INSURED RETENTION.** The limits required by this Contract can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies), or self-insured retention.

## **19. COMPLIANCE**

A. **LAWS AND REGULATIONS.** All Equipment, Products, or Services provided under this Contract must comply fully with applicable federal laws and regulations, and with the laws in the states and provinces in which the Equipment, Products, or Services are sold.

B. **LICENSES.** Supplier must maintain a valid and current status on all required federal, state/provincial, and local licenses, bonds, and permits required for the operation of the business that the Supplier conducts with Sourcewell and Participating Entities.

## **20. BANKRUPTCY, DEBARMENT, OR SUSPENSION CERTIFICATION**

Supplier certifies and warrants that it is not in bankruptcy or that it has previously disclosed in writing certain information to Sourcewell related to bankruptcy actions. If at any time during this Contract Supplier declares bankruptcy, Supplier must immediately notify Sourcewell in writing.

Supplier certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Supplier certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Contract. Supplier further warrants that it will provide immediate written notice to Sourcewell if this certification changes at any time.

## **21. PROVISIONS FOR NON-UNITED STATES FEDERAL ENTITY PROCUREMENTS UNDER UNITED STATES FEDERAL AWARDS OR OTHER AWARDS**

Participating Entities that use United States federal grant or FEMA funds to purchase goods or services from this Contract may be subject to additional requirements including the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. § 200. Participating Entities may have additional requirements based on specific funding source terms or conditions. Within this Article, all references to “federal” should be interpreted to mean the United States federal government. The following list only applies when a Participating Entity accesses Supplier’s Equipment, Products, or Services with United States federal funds.

A. **EQUAL EMPLOYMENT OPPORTUNITY.** Except as otherwise provided under 41 C.F.R. § 60, all contracts that meet the definition of “federally assisted construction contract” in 41 C.F.R. § 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. §60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 C.F.R. §, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 C.F.R. § 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.” The equal opportunity clause is incorporated herein by reference.

B. **DAVIS-BACON ACT, AS AMENDED (40 U.S.C. § 3141-3148).** When required by federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. § 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. § 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. § 3145), as supplemented by Department of Labor regulations (29 C.F.R. § 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency. Supplier must be in compliance with all applicable Davis-Bacon Act provisions.

C. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. § 3701-3708). Where applicable, all contracts awarded by the non-federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. § 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. This provision is hereby incorporated by reference into this Contract. Supplier certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

D. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT. If the federal award meets the definition of “funding agreement” under 37 C.F.R. § 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 C.F.R. § 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency. Supplier certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

E. CLEAN AIR ACT (42 U.S.C. § 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. § 1251-1387). Contracts and subgrants of amounts in excess of \$150,000 require the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. § 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). Supplier certifies that during the term of this Contract will comply with applicable requirements as referenced above.

F. DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689). A contract award (see 2 C.F.R. § 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. §180 that implement Executive Orders 12549 (3 C.F.R. § 1986 Comp., p. 189) and 12689 (3 C.F.R. § 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names

of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. Supplier certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

G. BYRD ANTI-LOBBYING AMENDMENT, AS AMENDED (31 U.S.C. § 1352). Suppliers must file any required certifications. Suppliers must not have used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Suppliers must disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. Suppliers must file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).

H. RECORD RETENTION REQUIREMENTS. To the extent applicable, Supplier must comply with the record retention requirements detailed in 2 C.F.R. § 200.333. The Supplier further certifies that it will retain all records as required by 2 C.F.R. § 200.333 for a period of 3 years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

I. ENERGY POLICY AND CONSERVATION ACT COMPLIANCE. To the extent applicable, Supplier must comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

J. BUY AMERICAN PROVISIONS COMPLIANCE. To the extent applicable, Supplier must comply with all applicable provisions of the Buy American Act. Purchases made in accordance with the Buy American Act must follow the applicable procurement rules calling for free and open competition.

K. ACCESS TO RECORDS (2 C.F.R. § 200.336). Supplier agrees that duly authorized representatives of a federal agency must have access to any books, documents, papers and records of Supplier that are directly pertinent to Supplier's discharge of its obligations under this Contract for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Supplier's personnel for the purpose of interview and discussion relating to such documents.

L. PROCUREMENT OF RECOVERED MATERIALS (2 C.F.R. § 200.322). A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation

and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. § 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

M. FEDERAL SEAL(S), LOGOS, AND FLAGS. The Supplier not use the seal(s), logos, crests, or reproductions of flags or likenesses of Federal agency officials without specific pre-approval.

N. NO OBLIGATION BY FEDERAL GOVERNMENT. The U.S. federal government is not a party to this Contract or any purchase by an Participating Entity and is not subject to any obligations or liabilities to the Participating Entity, Supplier, or any other party pertaining to any matter resulting from the Contract or any purchase by an authorized user.

O. PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS. The Contractor acknowledges that 31 U.S.C. 38 (Administrative Remedies for False Claims and Statements) applies to the Supplier's actions pertaining to this Contract or any purchase by a Participating Entity.

P. FEDERAL DEBT. The Supplier certifies that it is non-delinquent in its repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowance, and benefit overpayments.

Q. CONFLICTS OF INTEREST. The Supplier must notify the U.S. Office of General Services, Sourcewell, and Participating Entity as soon as possible if this Contract or any aspect related to the anticipated work under this Contract raises an actual or potential conflict of interest (as described in 2 C.F.R. Part 200). The Supplier must explain the actual or potential conflict in writing in sufficient detail so that the U.S. Office of General Services, Sourcewell, and Participating Entity are able to assess the actual or potential conflict; and provide any additional information as necessary or requested.

R. U.S. EXECUTIVE ORDER 13224. The Supplier, and its subcontractors, must comply with U.S. Executive Order 13224 and U.S. Laws that prohibit transactions with and provision of resources and support to individuals and organizations associated with terrorism.

S. PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT. To the extent applicable, Supplier certifies that during the term of this Contract it will comply with applicable requirements of 2 C.F.R. § 200.216.

T. DOMESTIC PREFERENCES FOR PROCUREMENTS. To the extent applicable, Supplier certifies that during the term of this Contract will comply with applicable requirements of 2 C.F.R. § 200.322.

**22. CANCELLATION**

Sourcwell or Supplier may cancel this Contract at any time, with or without cause, upon 60 days' written notice to the other party. However, Sourcwell may cancel this Contract immediately upon discovery of a material defect in any certification made in Supplier's Proposal. Cancellation of this Contract does not relieve either party of financial, product, or service obligations incurred or accrued prior to cancellation.

Sourcwell

RapidView LLC

DocuSigned by:  
*Jeremy Schwartz*  
By: C0FD2A139D06489...  
Jeremy Schwartz  
Title: Chief Procurement Officer  
Date: 1/13/2022 | 12:22 PM CST

DocuSigned by:  
*Steve Keranko*  
By: 57D33CE92ECD463...  
Steve Keranko  
Title: Director of Sales  
Date: 1/13/2022 | 10:41 AM CST

Approved:

DocuSigned by:  
*Chad Coquette*  
By: 7E42B8F817A64CC...  
Chad Coquette  
Title: Executive Director/CEO  
Date: 1/13/2022 | 12:23 PM CST

# RFP 120721 - Underground Infrastructure Inspection and Rehabilitation Equipment with Related Services

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## Vendor Details

Company Name: RapidView LLC  
Address: 1828 W Olson Rd  
Rochester, Indiana 46975  
Contact: Steve Keranko  
Email: skeranko@rapidview.com  
Phone: 574-224-5450  
Fax: 574-223-7953  
HST#: 20-5783630

## Submission Details

Created On: Thursday October 21, 2021 13:06:26  
Submitted On: Monday December 06, 2021 14:52:04  
Submitted By: Steve Keranko  
Email: skeranko@rapidview.com  
Transaction #: 4b1a8d7e-246b-40bc-a310-1013b36a6467  
Submitter's IP Address: 199.16.222.127

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## Specifications

**Table 1: Proposer Identity & Authorized Representatives**

**General Instructions** (applies to all Tables) Sourcewell prefers a brief but thorough response to each question. Do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; respond "N/A" if the question does not apply to you (preferably with an explanation).

Line Item	Question	Response *
1	Proposer Legal Name (one legal entity only): (In the event of award, will execute the resulting contract as "Supplier")	RapidView LLC
2	Identify all subsidiary entities of the Proposer whose equipment, products, or services are included in the Proposal.	RapidView LLC is the only entity.
3	Identify all applicable assumed names or DBA names of the Proposer or Proposer's subsidiaries in Line 1 or Line 2 above.	RapidView LLC is the only entity.
4	Proposer Physical Address:	RapidView LLC 1828 W. Olson Rd. Rochester, IN 46975
5	Proposer website address (or addresses):	www.rapidview.com
6	Proposer's Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the "Proposer's Assurance of Compliance" on behalf of the Proposer and, in the event of award, will be expected to execute the resulting contract):	Steve Keranko Director of Sales 1828 Olson Rd Rochester, IN 46975 skeranko@rapidview.com 574-224-5450
7	Proposer's primary contact for this proposal (name, title, address, email address & phone):	Steve Keranko Director of Sales 1828 Olson Rd Rochester, IN 46975 skeranko@rapidview.com 574-224-5450
8	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	Matt Sutton VP of Sales and Marketing 1828 Olson Rd Rochester, IN 46975 msutton@rapidview.com 574-224-5427  Rex Robison CEO 1828 Olson Rd Rochester, IN 46975 rrobison@rapidview.com 574-224-5453

**Table 2: Company Information and Financial Strength**

Line Item	Question	Response *
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9	Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested equipment, products or services.	<p>Mission Statement Our mission is to provide our customers with increased profits by providing the best products and service in the pipeline inspection industry.</p> <p>Company History RapidView, LLC created business partnerships with several manufacturers of high quality sewer pipeline maintenance products, including our primary product line from IBAK Helmut Hunger GmbH &amp; Co. KG of Kiel Germany, a manufacturer of high quality CCTV pipeline inspection systems since 1957. RapidView LLC imports, distributes and services the complete IBAK camera inspection product line, within North America, from our Rochester, Indiana facility.</p> <p>Originally founded in 1991, as R&amp;R Visual, our company began developing and providing unique inspection solutions to the nuclear, petrochemical, industrial and municipal sewer industries. The development side of the business, RapidView, has designed and marketed the first practical sonar inspection system or sonar profiling for use in liquid filled pipelines. The success of the company was not only based on the construction and sale of sonar units, but by practical applications in the field to provide previously unattainable pipeline assessment data. We have strived to be a single source for subsurface inspection equipment, utilizing the latest in technology coupled with a full staff of trained professionals. The IBAK product line is a perfect fit with our company's philosophy and our customer's diverse needs. This was a logical expansion for our business. The sonar inspection business and specialized long-distance CCTV pipeline inspections created many satisfied customers throughout North America. Our customers like our products, our services, and trust our staff. The addition of the IBAK product line continues our devotion to our customers.</p>	*
10	What are your company's expectations in the event of an award?	<p>RapidView LLC (#122017-RVL) became a Sourcewell approved vendor in February 2014. We have experienced increased growth and acceptance of the contract in each of the 7+ years we have been a member. If awarded another four-year contract, RapidView anticipates a continued increase in acceptance of the contract and sales volume, which in turn will benefit the customer by providing them with State-of-the-Art Technology without the strains of traditional bidding processes. Continued increased efficiencies will be recognized by us, the seller, and participating Sourcewell members delivering considerable time and costs savings.</p>	*
11	Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response.	<p>RapidView continues to show strong financial strength every year since inception more than 15 years ago. RapidView has consistently remained profitable, solvent, and financially stable. This is evidenced by strong profit margins, excellent return on assets, and solid liquidity position. RapidView continues to have strong sales year after year. In the 7 plus years RapidView has been a part of the Sourcewell family, our sales have quadrupled. We have continued to grow operations while maintaining a very low debt to equity ratio. In 2020, we completed a 10,000 square foot building renovation and expansion project and also added staff in conjunction with that development. This was completed without incurring any long-term debt during a pandemic. To demonstrate our financial growth since the first Sourcewell award in 2014, two financial statements have been combined into one PDF and were uploaded in the supporting documents section - 2020 Financial Statement and 2012 Financial Statement.</p>	*
12	What is your US market share for the solutions that you are proposing?	RapidView's US market share is 35%.	*
13	What is your Canadian market share for the solutions that you are proposing?	RapidView's Canadian market share is 30%.	*
14	Has your business ever petitioned for bankruptcy protection? If so, explain in detail.	No, RapidView LLC has never petitioned for bankruptcy protection.	*

15	How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer whichever question (either a) or b) just below) best applies to your organization. a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned? b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?	(A). RapidView LLC is the North American distributor of IBAK pipeline inspection and rehabilitation equipment. Our dealer network are independent business owners.  A sole source letter has been uploaded in the Additional documents section and labeled - RapidView Sole Source letter.	*
16	If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.	RapidView LLC holds a business license and an auto dealership license in the State of Indiana.	*
17	Provide all "Suspension or Debarment" information that has applied to your organization during the past ten years.	RapidView has not had any suspensions or debarment in our company's history.	*

**Table 3: Industry Recognition & Marketplace Success**

Line Item	Question	Response *	
18	Describe any relevant industry awards or recognition that your company has received in the past five years	American Infrastructure's Brand Survey Winner for five consecutive years. 2017-2021	*
19	What percentage of your sales are to the governmental sector in the past three years	Fifty percent of RapidView's business is in the government market. The other fifty percent is in the contractor market.	*
20	What percentage of your sales are to the education sector in the past three years	RapidView currently does not have any Sourcwell sales in the education sector.	*
21	List any state, provincial, or cooperative purchasing contracts that you hold. What is the annual sales volume for each of these contracts over the past three years?	Sourcwell - \$16,100,000 (01/01/2018 – 12/31/2020) Ohio State Contract - \$4,000,000 HGAC - \$2,300,000 PA - \$1,400,000 GSA - \$0 OK - \$0 MN - \$0	*
22	List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold. What is the annual sales volume for each of these contracts over the past three years?	GSA Contract GS-30F-1012H - \$0	*

**Table 4: References/Testimonials**

**Line Item 23.** Supply reference information from three customers who are eligible to be Sourcwell participating entities.

Entity Name *	Contact Name *	Phone Number *	
Sandy Suburban Improvement District	Jerry L. Knight, General Manager	(801) 561-7662	*
City of Madison	Jay Schlimgen, Public Works General Manager	(608) 266-4819	*
City of Ft. Wayne	Karen Morris, Programs Manager Operations and Maintenance	(260) 427-5169	*

**Table 5: Top Five Government or Education Customers**

**Line Item 24.** Provide a list of your top five government, education, or non-profit customers (entity name is optional), including entity type, the state or province the entity is located in, scope of the project(s), size of transaction(s), and dollar volumes from the past three years.

Entity Name	Entity Type *	State / Province *	Scope of Work *	Size of Transactions *	Dollar Volume Past Three Years *
Colorado Springs Utilities	Government	Colorado - CO	The city is proactively inspecting the sanitary / storm sewer pipelines to determine the detailed condition and to collect data of every notable feature, defect, or other important information.	\$525,000 per inspection vehicle	\$ 2,100,000
City of Oakland	Government	California - CA	The city is proactively inspecting the sanitary / storm sewer pipelines to determine the detailed condition and to collect data of every notable feature, defect, or other important information.	\$466,666 per inspection vehicle	\$ 1,400,000
The Metropolitan Sewer District of Greater Cincinnati	Government	Ohio - OH	The city is proactively inspecting the sanitary / storm sewer pipelines to determine the detailed condition and to collect data of every notable feature, defect, or other important information.	\$450,000 per inspection vehicle	\$ 900,000
City of Corpus Christi	Government	Texas - TX	The city is proactively inspecting the sanitary / storm sewer pipelines to determine the detailed condition and to collect data of every notable feature, defect, or other important information.	\$291,666 per inspection vehicle	\$ 875,000
Baltimore County Department of Public Works Bureau of Utilities	Government	Maryland - MD	The city is proactively inspecting the sanitary / storm sewer pipelines to determine the detailed condition and to collect data of every notable feature, defect, or other important information.	\$770,000 per inspection vehicle	\$ 770,000

**Table 6: Ability to Sell and Deliver Service**

Describe your company's capability to meet the needs of Sourcwell participating entities across the US and Canada, as applicable. Your response should address in detail at least the following areas: locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *
25	Sales force.	RapidView's primary product line is IBAK pipeline inspection equipment. We are responsible for covering all of North America (US, Canada and Caribbean Islands). Between our manufacturing plant in Kiel, Germany and our North American location in Rochester, Indiana, we have over 300 employees. In North America, we employ over 50 people, and our sales force is 100% focused on the sales and service of this equipment. Our sales force is comprised of five Regional Sales Managers (Northeast, North Central, South, Midwest and West), Director of Sales and a VP of Sales and Marketing. Our independent dealer network covers all 50 states and providences with 15 dealers (60+ sales people) throughout the US and Canada.

26	Dealer network or other distribution methods.	<p>Our independent dealer network covers all 50 states and providences with 15 dealers (60+ sales people) throughout the US and Canada. Many of our dealers are located in multiple states.</p> <p>Here is a list of our dealers and the territories that they cover.</p> <p>US Dealers  Jet-Vac Sewer Equipment Company (Georgia, North Carolina, South Carolina, &amp; Tennessee)  Jack Doheny Companies. (Michigan, Indiana, Kentucky, Ohio, Florida, California, New Jersey &amp; S. New York)  Essential Equipment (Texas and Oklahoma)  Maryland Industrial Trucks, Inc. (Maryland, Virginia, and Delaware)  Gutherie Sales and Service (New York)  C.N. Wood Co., Inc. (New Hampshire, Mass., Vermont, Maine, Rhode Island, and Conn.)  Vacuum Truck Sales and Service (Louisiana, Arkansas, Mississippi, and Alabama)  Midwest Vac Products (Southern Illinois, Missouri, Kansas)  Titan Machinery (Minnesota, North Dakota, South Dakota and Montana)  Dawson Infrastructure (Colorado, Utah and Wyoming)  SWS Equipment (Washington)  U.S. Municipal (Pennsylvania)</p> <p>Canadian Dealers  Jack Doheny Company (Ontario)  Donison NDT (Alberta, Manitoba and Saskatchewan)  Rollins Machinery LTD (British Columbia)</p>
27	Service force.	<p>Customer service and satisfaction is our #1 priority. RapidView has a master repair center with 8 full time technicians located in Rochester, IN that service all of the US, Canada and Caribbean Islands. We have 15 certified dealer repair centers located throughout US and Canada. We offer an 800 number to reach our main office and individual dedicated phone lines and email addresses for Service, Parts, Shipping/Receiving, Sales and Marketing. RapidView prides itself on answering the phone with a live person and not an answering service. All contact information is readily available on our website. We provide a fully functional website with information on new equipment, software support, training, special promotions, and networking opportunities.</p> <p>Here is the list of the RapidView Certified Service Centers.</p> <p>Alberta   Donison NDT  California   Jack Doheny Company  Colorado   Dawson Infrastructure Solutions  Florida   Jack Doheny Company  Georgia   Jet-Vac Equipment Company  Illinois   Midwest Vac Products  Michigan   Jack Doheny Company  Mississippi   Vacuum Truck Sales and Service  Nevada   Jack Doheny Company  Ohio   Jack Doheny Company  Oklahoma   Essential Equipment  South Carolina   Jet-Vac Equipment Company  Texas   Essential Equipment  Utah   Dawson Infrastructure Solutions  Washington   SWS Equipment, Inc.</p>
28	Describe the ordering process. If orders will be handled by distributors, dealers or others, explain the respective roles of the Proposer and others.	<p>RapidView makes the Sourcwell ordering process simple. Whether ordering through our dealer network or with RapidView directly, the process is virtually the same. Here is an outline of how the process works.</p> <p>Order Process (Dealer or Direct)</p> <ul style="list-style-type: none"> <li>- New Sourcwell Customer generates PO for equipment.</li> <li>- If a dealer is involved, dealer will accept the PO from the customer and generate a PO to RapidView.</li> <li>- If this is a direct sale, the customer will generate a PO to RapidView.</li> <li>- Once equipment is delivered, an invoice will be generated to customer.</li> <li>- Once payment is received, RapidView will pay the Sourcwell agreed fee.</li> </ul>

29	Describe in detail the process and procedure of your customer service program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.	<p>RapidView and its dealers are committed to providing customers with the best equipment and service in the industry. We understand that time lost due to repairs or poor training are detrimental to a customer's productivity and bottom line. We offer a variety of completely free training programs for our customers throughout the year, because we know however well-built, all equipment can break down. RapidView provides the training, tools and support to conduct many repairs yourself. When faced with a more complicated repair, you can be assured that our Service Techs will repair equipment quickly and have it back to the customer as soon as possible.</p> <p>Here is list of how RapidView and its dealer network strive to keep equipment in the field being productive and helping customers reach their goals.</p> <ul style="list-style-type: none"> <li>- RapidView has a master repair center with 8 full time technicians located in Rochester, IN that service all of the US, Canada and Caribbean Islands. We have 15 certified dealer repair centers located throughout US and Canada.</li> <li>- We offer an 800 number to reach our main office and individual dedicated phone lines and email addresses for Service, Parts, Shipping/Receiving, Sales and Marketing. RapidView prides itself on answering the phone with a live person and not an answering service.</li> <li>- All contact information is readily available on our website. We provide a fully functional website with information on new equipment, software support, training, special promotions, and networking opportunities.</li> <li>- The service team utilizes a case management system within the CRM. When a piece of equipment arrives at the service center, the customer, through email communication, can track the repair all the way through the process.</li> <li>- Concierge service program – when a customer arrives for an on-site equipment repair appointment, they have access to the company lounge, loaner vehicle, walking trails, etc... This helps pass the time while their equipment is being repaired.</li> <li>- \$8,000,000 in spare parts and quick same day shipping if ordered before 2:00pm. Having all these parts in inventory, allows RapidView and its dealer network to repair any piece of equipment without having to wait on parts to be manufactured and shipped. RapidView Service team can typically turn around repairs in one day. If you ship your equipment to us via UPS, we receive the product by 10:00 AM and can ship it back via UPS at 5:00 PM.</li> <li>- Free Standardized training programs – RapidView offers group or one-on-one training classes with our repair technicians and it's free of charge</li> <li>- Other training options - Every other year RapidView hosts a free 2-day customer appreciation training event at our Rochester, Indiana facility called SeptemberFest. We have dozens of technical sessions that provide hands-on training for nearly any repair. RapidView also hosts training events throughout North America at dealer locations.</li> </ul>
30	Describe your ability and willingness to provide your products and services to Sourcwell participating entities in the United States.	RapidView is responsible for covering all of North America (US, Canada and Caribbean Islands). The Sourcwell customers are a perfect fit for our product offering and territory responsibility. RapidView has been part of the Sourcwell family since 2014. During that time, our total Sourcwell sales have been over \$30 million to about 150 Sourcwell members. We welcome the opportunity to continue to promote the Sourcwell contract in the United States.
31	Describe your ability and willingness to provide your products and services to Sourcwell participating entities in Canada.	RapidView is responsible for covering all of North America (US, Canada and Caribbean Islands). The Sourcwell customers are a perfect fit for our product offering and territory responsibility. We welcome the opportunity to continue to promote the Sourcwell contract in Canada.
32	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed contract.	RapidView will be able to sell and service (including all Sourcwell sectors) pipeline inspection equipment throughout all of the US and Canada without any restrictions.
33	Identify any Sourcwell participating entity sectors (i.e., government, education, not-for-profit) that you will NOT be fully serving through the proposed contract. Explain in detail. For example, does your company have only a regional presence, or do other cooperative purchasing contracts limit your ability to promote another contract?	RapidView will be able to sell and service pipeline inspection equipment for all Sourcwell participating entity sectors (i.e., government, education, not-for-profit) throughout all of the US and Canada without any restrictions.
34	Define any specific contract requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	No specific requirements apply to Hawaii, Alaska and the US Islands.

**Table 7: Marketing Plan**

Line Item	Question	Response *
35	Describe your marketing strategy for promoting this contract opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.	Even though we have been an approved Sourcewell vendor for the past seven plus years, we would market the Sourcewell award as if this was the first time being awarded the contract. After the Sourcewell contract gets awarded, we will schedule a conference call with our dealer network to review how the contract works and the process for submitting equipment orders. We will also send an email blast to all of our customers and prospects announcing that we are an authorized vendor listed on the Sourcewell contract. Our newsletter email campaign consists of about 6000 individuals. We will continue to list Sourcewell on our website and ongoing promotion in magazine ads and on Facebook, Twitter and LinkedIn. Each year we have either a dealer meeting or customer/prospect meeting. During these meetings, we would have a segment dedicated to Sourcewell. RapidView also promotes Sourcewell at all national trade shows or RapidView sponsored events - WWETT, No-Dig, WEFTEC, Tri-State, SeptemberFest, etc... There are examples of RapidView promoting Sourcewell in the document upload section.
36	Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	You can visit our website at <a href="http://www.rapidview.com">www.rapidview.com</a> . We market using Facebook, Twitter and LinkedIn. We also market through Netsuites CRM, Paid Search and Digital display ads. Our monthly newsletter campaign also mentions the Sourcewell contract and is distributed to over 6000 individuals. Our dealer network also markets the Sourcewell contract using the same methods.
37	In your view, what is Sourcewell's role in promoting contracts arising out of this RFP? How will you integrate a Sourcewell-awarded contract into your sales process?	Over the past eight years, Sourcewell has supported RapidView in many different ways. Here are a few examples. <ul style="list-style-type: none"> <li>• Educating our sales staff and dealer network</li> <li>• Participating in prospect sales presentations</li> <li>• Presenting at RapidView customer events</li> </ul> RapidView looks for this support to continue in the next contract term.  Sourcewell is our #1 cooperative purchasing contract and will be for the next four years. Sourcewell is discussed in every potential customer meeting, and this will continue over the next four years.
38	Are your products or services available through an e-procurement ordering process? If so, describe your e-procurement system and how governmental and educational customers have used it.	No, our products and services are not available through an e-procurement ordering process.

**Table 8: Value-Added Attributes**

Line Item	Question	Response *
39	Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell participating entities. Include details, such as whether training is standard or optional, who provides training, and any costs that apply.	RapidView provides many opportunities for equipment/operator and maintenance/repair training. <ul style="list-style-type: none"> <li>• Equipment and/or maintenance training at the Rochester, IN facility. (free of charge)</li> <li>• On-site equipment and/or maintenance training (additional fee)</li> <li>• Product specific technical sessions that provide hands-on training (free of charge)</li> <li>• Every other year RapidView hosts a free 2-day customer appreciation party / training event at our Rochester, Indiana facility called SeptemberFest. (free of charge)</li> <li>• RapidView also hosts training events throughout North America at dealer locations. (most are free of charge)</li> <li>• One-on-one training with our repair technicians at our facility in Rochester, IN. (free of charge)</li> <li>• RapidView has created tech tip video tutorials that cover most of the do-it-yourself repairs. (free of charge)</li> </ul>

40	Describe any technological advances that your proposed products or services offer.	<p>RapidView IBAK North America is known as the company of “firsts”.</p> <ul style="list-style-type: none"> <li>• First Sewer Camera</li> <li>• First Pan &amp; Tilt Camera</li> <li>• First Report Writing Software</li> <li>• First Lateral Launch Robot</li> <li>• First Always Upright Pan &amp; Tilt</li> <li>• First Pan &amp; Tilt for 4"</li> <li>• First Pan &amp; Tilt Push Camera</li> <li>• First 360 Panoramo Optical Scanner</li> <li>• First 4K/HD CCTV Camera.</li> </ul> <p>Perhaps the greatest innovation in pipeline inspection technology in decades, the PANORAMO® system is providing better data to engineers, reducing stress for operators, increasing productivity and changing the way we inspect our underground infrastructure. The revolutionary PANORAMO® technology is available for manhole inspections! PANORAMO®SI provides a complete 360° view of the manhole after the inspection, similar to normal PANORAMO® pipe segment files. Conduct inspections in a fraction of the time it would take you with traditional methods! Available as an add-on to your PANORAMO® system or in a stand-alone version. RapidView is the only company to offer this technology.</p>
41	Describe any “green” initiatives that relate to your company or to your products or services, and include a list of the certifying agency for each.	<p>The independent certification body TÜV NORD CERT has tested IBAK’s management system with respect to the requirements of the standards ISO 9001:2015 (quality) and ISO 14001:2015 (environment). IBAK passed the certification audits and has been recertified to both standards.</p> <p>At the same time, the company processes were evaluated for the first time for compliance to the requirements of ISO standard 50001 (energy) and a certificate was awarded.</p> <p><b>Quality</b> The aim of the standard ISO 9001 is to achieve sustained quality assurance and a continual process of improvement. For IBAK, these two points form the basis for being able to supply customers with sewer inspection and rehabilitation systems of the best possible quality for operation all over the world.</p> <p><b>The Environment</b> The superordinate objective of the ISO 14001 standard is to promote environmental protection and to reduce damage to the environment. The ISO 14001 certificate is evidence that IBAK is actively striving to reduce the effects on the environment of the company processes, products and services. IBAK’s aim is to ensure that all the company’s processes and decisions are in line with a responsible treatment of the environment.</p> <p><b>Energy</b> In a systematic energy management system to ISO 50001, the energy flows of all sites, facilities, processes and activities within the company are documented and their energy efficiency is assessed. IBAK has implemented an ISO 50001 certified energy management system and is striving to promote this further in a continual energy optimization process.</p>
42	Identify any third-party issued eco-labels, ratings or certifications that your company has received for the equipment or products included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.	<p>This answer is the same as question #41.</p> <p>The independent certification body TÜV NORD CERT has tested IBAK’s management system with respect to the requirements of the standards ISO 9001:2015 (quality) and ISO 14001:2015 (environment). IBAK passed the certification audits and has been recertified to both standards.</p> <p>At the same time, the company processes were evaluated for the first time for compliance to the requirements of ISO standard 50001 (energy) and a certificate was awarded.</p> <p><b>Quality</b> The aim of the standard ISO 9001 is to achieve sustained quality assurance and a continual process of improvement. For IBAK, these two points form the basis for being able to supply customers with sewer inspection and rehabilitation systems of the best possible quality for operation all over the world.</p> <p><b>The Environment</b> The superordinate objective of the ISO 14001 standard is to promote environmental protection and to reduce damage to the environment. The ISO 14001 certificate is evidence that IBAK is actively striving to reduce the effects on the environment of the company processes, products and services. IBAK’s aim is to ensure that all the company’s processes and decisions are in line with a responsible treatment of the environment.</p> <p><b>Energy</b> In a systematic energy management system to ISO 50001, the energy flows of all sites, facilities, processes and activities within the company are documented and their energy efficiency is assessed. IBAK has implemented an ISO 50001 certified energy management system and is striving to promote this further in a continual energy optimization process.</p>

43	Describe any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation of certification (as applicable) in the document upload section of your response.	RapidView does not hold any of these certifications.	*
44	What unique attributes does your company, your products, or your services offer to Sourcewell participating entities? What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?	<p>IBAK designs and manufactures the components that go into our systems. We do not rely on off-the-shelf consumer products that may be discontinued next month. We manufacture over 85% of our product components so we can guarantee quality, reliability and availability of spare parts for 10 years down the road.</p> <p>Another characteristic that sets us apart from our competition is our experience. Our senior management team has been in the business for over 30 years. Our sales team has been in the business for an average of 8 years. Our customer service and repair technicians have been with the company for an average of 10 years. With all of this experience, there are not a situation that our customers encounter that we cannot help them with.</p> <p>IBAK has been designing and building pipeline inspection robotics since we started the industry in 1957. It is simply the best equipment available. Also, with over 20% of the company dedicated to research and development and a proven track record of industry defining products, customers can be sure they have a partner for the long haul.</p>	*

**Table 9: Warranty**

**Describe in detail your manufacturer warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may upload representative samples of your warranty materials (if applicable) in the document upload section of your response in addition to responding to the questions below.**

Line Item	Question	Response *	
45	Do your warranties cover all products, parts, and labor?	Yes, RapidView's warranties cover all products, parts and labor.	*
46	Do your warranties impose usage restrictions or other limitations that adversely affect coverage?	No, RapidView does not impose any usage restrictions or other limitations that adversely affect coverage.	*
47	Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?	No, RapidView's warranties does not cover the expense of the technicians' travel time and mileage.	*
48	Are there any geographic regions of the United States or Canada (as applicable) for which you cannot provide a certified technician to perform warranty repairs? How will Sourcewell participating entities in these regions be provided service for warranty repair?	No – our warranty covers all of the US, Canada and the Caribbean Islands. RapidView provides warranty to all areas that RapidView represents.	*
49	Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?	RapidView will cover only RapidView IBAK equipment. For products other than IBAK equipment, we utilize the warranties from the original equipment manufacturer.	*
50	What are your proposed exchange and return programs and policies?	RapidView will employ reasonably commercial efforts to fill customers/dealers orders promptly on acceptance by RapidView, but reserves the right to allot available inventories among distributors and end user customers at its discretion. Except for RapidView's Products that are found to have a manufacturer's defect at the time of sale to Distributor, RapidView shall not be obligated to accept any of RapidView's Products that are returned by customer/Distributor. In the event such returns are accepted by RapidView, it may impose a 15% restocking fee.	*
51	Describe any service contract options for the items included in your proposal.	RapidView's standard warranty coverage is for one year. Extended warranty coverage is available for an additional cost for up to two additional years.	*

**Table 10: Payment Terms and Financing Options**

Line Item	Question	Response *	
52	Describe your payment terms and accepted payment methods.	RapidView's payment terms are 30-day terms. The accepted payment methods are Visa, Mastercard, Discover, ACH/Wire transfers and company checks.	*
53	Describe any leasing or financing options available for use by educational or governmental entities.	RapidView and its dealer network provide municipal leasing options.	*
54	Describe any standard transaction documents that you propose to use in connection with an awarded contract (order forms, terms and conditions, service level agreements, etc.). Upload a sample of each (as applicable) in the document upload section of your response.	RapidView accepts the Customer's standard purchase order documents when placing an order. We have also created a purchase order template that customers can use to easily purchase our pipeline inspection equipment. The template has been uploaded in the document upload section.	*
55	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcewell participating entities for using this process?	RapidView does not accept the P-card procurement and payment process.	*

**Table 11: Pricing and Delivery**

Provide detailed pricing information in the questions that follow below. Keep in mind that reasonable price and product adjustments can be made during the term of an awarded Contract as described in the RFP, the template Contract, and the Sourcwell Price and Product Change Request Form.

Line Item	Question	Response *
56	Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcwell discounted price) on all of the items that you want Sourcwell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. Upload your pricing materials (if applicable) in the document upload section of your response.	Rapidview institutes line-item pricing. To make the pricing easier to understand for the end customer, we created equipment packages. The price guide is set up to display the retail price of the items, the Sourcwell item discount and finally, the Sourcwell discounted price. Our complete price list has been uploaded in the Pricing Document Section.
57	Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.	RapidView is offering customers who utilize the Sourcwell contract a 4% discount off 2022 pricing.
58	Describe any quantity or volume discounts or rebate programs that you offer.	RapidView does not offer quantity or volume discounts.
59	Propose a method of facilitating "sourced" products or related services, which may be referred to as "open market" items or "nonstandard options". For example, you may supply such items "at cost" or "at cost plus a percentage," or you may supply a quote for each such request.	Our sales are consultative and require RapidView personnel to custom design and build inspection systems for each customer. Any items not listed on our price list provided to Sourcwell will be quoted separately.
60	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.	RapidView does not have any additional charges/items that are not included in our Sourcwell pricing template.
61	If freight, delivery, or shipping is an additional cost to the Sourcwell participating entity, describe in detail the complete freight, shipping, and delivery program.	The customer is responsible to pay standard ground shipping charges and/or delivery fees. Overnight or priority shipping is available upon request. If the order is for equipment only, the customer will be responsible for the shipping charges. If the order is for equipment installed in a vehicle, the customer will be responsible for the delivery fee. Both will be invoiced at the time of delivery.
62	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	The shipping and freight charges are the same as in question 61.  The customer is responsible to pay standard ground shipping charges and/or delivery fees. Overnight or priority shipping is available upon request. If the order is for equipment only, the customer will be responsible for the shipping charges. If the order is for equipment installed in a vehicle, the customer will be responsible for the delivery fee. Both will be invoiced at the time of delivery.
63	Describe any unique distribution and/or delivery methods or options offered in your proposal.	RapidView does not have any unique distribution/delivery methods.

**Table 12: Pricing Offered**

Line Item	The Pricing Offered in this Proposal is: *	Comments
64	c. better than the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.	

**Table 13: Audit and Administrative Fee**

Line Item	Question	Response *
65	Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with Sourcewell. This process includes ensuring that Sourcewell participating entities obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to Sourcewell. Provide sufficient detail to support your ability to report quarterly sales to Sourcewell as described in the Contract template.	<p>All of the RapidView dealers have a copy of the most current Sourcewell pricing. This is the first line to obtain the proper pricing. The CRM RapidView utilizes also has an option for Sourcewell pricing. So anytime a dealer or customer requests a quote for equipment, the most current pricing will be available.</p> <p>At the end of each quarter, our dealers report the Sourcewell deals that have occurred within the quarter. Our accounting department verifies those reports with the invoices that were distributed. Along with their day to day accounting methods and providing quarterly reports to Sourcewell, we will be able to account for every sale and not let anything get overlooked. We have submitted all of our Sourcewell reports and payments on time since the start of first contract in 2014.</p>
66	If you are awarded a contract, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the contract.	<p>Here is a list of internal metrics that RapidView will use to track the success of the Sourcewell contract.</p> <ul style="list-style-type: none"> <li>- Overall Sourcewell sales year over year.</li> <li>- Percentage of Sourcewell sales verses overall RapidView sales</li> <li>- The number of new states or provinces each year that RapidView utilized the Sourcewell contract.</li> <li>- The increase of the percentage of sales each of the RapidView dealers account for year over year.</li> </ul>
67	Identify a proposed administrative fee that you will pay to Sourcewell for facilitating, managing, and promoting the Sourcewell Contract in the event that you are awarded a Contract. This fee is typically calculated as a percentage of Vendor's sales under the Contract or as a per-unit fee; it is not a line-item addition to the Member's cost of goods. (See the RFP and template Contract for additional details.)	1% of the contract sale is the proposed administrative fee for Sourcewell..

**Table 14A: Depth and Breadth of Offered Equipment Products and Services**

Line Item	Question	Response *
68	Provide a detailed description of the equipment, products, and services that you are offering in your proposal.	<p>RapidView is the leading supplier of high quality, high production, professional sewer, water, industrial and other pipeline inspection cameras, sewer inspection software, and sewer pipe rehabilitation robotics to the North American market. RapidView partners with the oldest, largest, and most advanced manufacturers of such products, including IBAK Helmut Hunger GmbH &amp; Co. KG, and others. RapidView products can be purchased through an extensive dealership network, with numerous service and repair centers to keep the customer up and operational.</p> <p>RapidView offers products for everyone's budget. Here is the list of product categories RapidView has to offer.</p> <p><b>Push Cameras</b> The MiniLite Pushrod System is a compact and versatile platform for inspection of small diameter pipelines. The system works with AxialCam 2, NANO, NANO-L, ORION Zoom, ORION-L Zoom, and POLARIS cameras. The MiniLite features an all-new controller module design. With a bright 10" touch screen and a built-in Windows PC, this controller is ready right out of the box. The new multifunction joystick allows precise control of our pan &amp; tilt cameras.</p> <p><b>Portable Compact Mainline Systems</b> The MainLite system is based around two very compact cable drums (KW 206 and KW 306) and the revolutionary BP series multi-function computer controllers. The entire unit can be mounted in a truck, or used in portable applications with the addition of our new © MainLite Portable Cart, which provides seating and an ergonomic mount for the BP 100 controller.</p>

		<p><b>4K/HD Mainline Systems</b>                  You probably have a high-definition TV at home. Truth is that your mobile phone probably has a higher resolution than your current CCTV inspection system. The time has come to bring dramatically higher visual fidelity to the sewer inspection market. If you are a municipality interested in working with the best video data available or a contractor wishing to leverage the quality of your services - The ORPHEUS 2.0HD system is for you!                  The purpose of all CCTV systems is to capture images that allow system owners to make important rehabilitation decisions. Why settle for the low-resolution of a standard CCTV system? Now you can inspect in stunning 4K/High-Definition! Give system owners the information they need and avoid blurry, out of focus pictures. Our system is the only one in the world designed from the ground up to be 100% HD, ensuring that you capture clean, crisp video and high-resolution pictures.</p> <p><b>Lateral Launch</b>                  The LISY 3 was designed to be easy to use, simple to maintain and safe to operate. The synchronized LISY drum works with your existing IBAK cable drum to payout and retrieve the cables at the same time. This dramatically reduces the time you need to spend setting up or retrieving the system after the inspection.</p> <p><b>PANORAMO</b>                  Perhaps the greatest innovation in pipeline inspection technology in decades, the PANORAMO system has provided better data to engineers, reduced stress for operators, increased productivity and changed the way we inspect our underground infrastructure. Now, with the revolutionary PANORAMO 4K technology, it provides even better image quality. Inspect more than twice as much pipe per day, reduce your operating costs by more than 30% compared to normal CCTV and provide system users with incredible high-definition imagery!</p> <p><b>Cutters and Grinders</b>                  Have you ever wished that you could have our high level of reliability, durability and attention to detail in your cutter system? Well, the wait is OVER! The MicroGATOR 2.0 is the powerful, single-point electric reinstatement cutter manufactured to the exacting quality standards of IBAK. With longer cable lengths, powerful and quiet cutting motors, and drive units designed to withstand the toughest jobs, these cutters have already reset the industry's expectations.</p> <p><b>Software</b>                  The IKAS evolution is the newest generation of IBAK's powerful sewer analysis software, now available and supported in North America! Intuitive by design, the inspector is in full control of acquisition and sewer data analysis. PACP, MACP, and LACP data interface capable, IKAS evolution can be adapted to the needs of modern sewer inspection and each individual user's workflow. IKAS evolution is available in four base bundles with over two dozen extension options available for advanced inspections including; Full HD, 3D-GeoSense, Laser Measurement, and LaserScan profile analysis.</p> <p><b>Vehicle and Trailer Conversions</b>                  RapiView converts quality vehicles, trailers and UTVs for deploying equipment effectively and safely. With a focus on ergonomic, user-friendly interiors, our conversions are hand built with superior craftsmanship and durability. Each design is created to meet the customer's individual specifications. We convert every major vehicle brand and model.</p>
69	Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.	Pipeline inspection cameras Sewer inspection software Sewer pipe rehabilitation robotics Drainage inspection cameras Push sewer camera Lateral launch inspection cameras

**Table 14B: Depth and Breadth of Offered Equipment Products and Services**

Indicate below if the listed types or classes of equipment, products, and services are offered within your proposal. Provide additional comments in the text box provided, as necessary.

Line Item	Category or Type	Offered *	Comments
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70	Video, imaging, scope, and sensor equipment	<input checked="" type="radio"/> Yes <input type="radio"/> No	<p>RapidView is the leading supplier of high quality, high production, professional sewer, water, industrial and other pipeline inspection cameras. The list of inspection system categories RapidView offers includes the following:</p> <ul style="list-style-type: none"> <li>- Push Systems</li> <li>- Portable systems</li> <li>- Lateral Launch</li> <li>- 4K/HD Mainline</li> <li>- 4K PANORAMO Mainline</li> <li>- 4K PANORAMO Manhole</li> <li>- Laser Profiling</li> <li>- 3DGS Mapping</li> </ul>	*
71	Flow and leak testing, detection, and monitoring equipment and tools	<input type="radio"/> Yes <input checked="" type="radio"/> No	We do not offer flow and leak testing, detection, and monitoring equipment and tools.	*
72	Underground infrastructure rehabilitation equipment	<input checked="" type="radio"/> Yes <input type="radio"/> No	<p>RapidView is the leading supplier of high-quality infrastructure rehabilitation equipment. The product line includes:</p> <ul style="list-style-type: none"> <li>- MicroGator 2.0</li> </ul> <p>The NEW MicroGATOR 2.0 is the powerful, single-point electric reinstatement cutter manufactured to the exacting quality standards of IBAK. With longer cable lengths, powerful and quiet cutting motors, and drive units designed to withstand the toughest jobs, these cutters have already reset the industry's expectations.</p> <ul style="list-style-type: none"> <li>- MicroGATOR Air</li> </ul> <p>A pneumatic cutter designed with compatibility and convenience in mind. Equipped with a 1.5 horsepower pneumatic motor and manufactured to IBAK's exacting quality standards, the MicroGator® Air is a practical, yet reliable solution. One feature that makes this cutter unique is its focus on modularity. The MicroGator® Air is compatible with the components to our MainLite Systems including the KW206 and KW306 cable reels, our BP100 and BS10 control units, and even the same cable. With these components, all you need is a hose reel for the air hose and a compressor to have a complete cutting system.</p>	*

73	Products, accessories, supplies, parts, technology, software, and services related to the offering of the solutions in questions 70-72 above	<input checked="" type="radio"/> Yes <input type="radio"/> No	RapidView inspection systems will be delivered with everything a Sourcewell customer needs to get started. Out of the box, we provide the most effective inspection and rehabilitation systems in the industry. However, our customers are often the people who expect more from themselves and their equipment. They tackle the impossible jobs and when they do, we have a large selection of accessories available to help them succeed. In the Additional document section, there is RapidView's complete product catalog that lists products to expand customer's equipment capabilities, increase their safety, and make them more productive.
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**Table 15: Industry Specific Questions**

Line Item	Question	Response *
74	Describe the compatibility of any software products offered with industry hardware.	RapidView offers extensive software options to compliment the equipment explained in the RFP.  The IKAS evolution is the newest generation of IBAK's powerful sewer analysis software, now available and supported in North America! Intuitive by design, the inspector is in full control of acquisition and sewer data analysis. PACP, MACP, and LACP data interface capable, IKAS evolution can be adapted to the needs of modern sewer inspection and each individual user's workflow. IKAS evolution is available in four base bundles with over two dozen extension options available for advanced inspections including; Full HD, 3D-GeoSense, Laser Measurement, and LaserScan profile analysis.
75	Describe the compatibility of any hardware products with industry software.	RapidView IBAK equipment works with more third-party software than any other manufacturer.  Our equipment is integrated with PipeLogix, WinCan, Granite, IT Pipes, CT Spec, PipeTech, POSM and many others. We are always open to further development with any and all pipeline data logging or utility infrastructure management software programs. The fact that we don't focus on one software to the exclusion of others is our biggest strength. We understand that our customers use a variety of software programs and it is important that we make sure they can use what they want. Contractors (who works closely with our Sourcewell customers) especially need to be flexible and we want to make sure that they can remain so while using the best pipeline inspection equipment available, regardless of software.

**Table 16: Exceptions to Terms, Conditions, or Specifications Form**

**Line Item 76. NOTICE:** To identify any exception, or to request any modification, to the Sourcewell template Contract terms, conditions, or specifications, a Proposer must submit the exception or requested modification on the **Exceptions to Terms, Conditions, or Specifications Form** immediately below. The contract section, the specific text addressed by the exception or requested modification, and the proposed modification must be identified in detail. Proposer's exceptions and proposed modifications are subject to review and approval of Sourcewell and will not automatically be included in the contract.

Contract Section	Term, Condition, or Specification	Exception or Proposed Modification

## Documents

### Ensure your submission document(s) conforms to the following:

1. Documents in PDF format are preferred. Documents in Word, Excel, or compatible formats may also be provided.
2. Documents should NOT have a security password, as Sourcewell may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by Sourcewell.
3. Sourcewell may reject any response where any document(s) cannot be opened and viewed by Sourcewell.
4. If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding to. For example, if responding to the Marketing Plan category save the document as "Marketing Plan."
  - [Pricing](#) - 2022 Sourcewell Price Pages.pdf - Friday December 03, 2021 12:55:44
  - [Financial Strength and Stability](#) - RV FS - 2020 and 2012.pdf - Thursday December 02, 2021 13:14:06
  - [Marketing Plan/Samples](#) - RapidView Marketing.pdf - Thursday December 02, 2021 13:16:32
  - WMBE/MBE/SBE or Related Certificates (optional)
  - [Warranty Information](#) - Warranty and Terms and Conditions of Sale.pdf - Wednesday December 01, 2021 15:19:40
  - [Standard Transaction Document Samples](#) - RapidView Purchase Order Template.pdf - Sunday December 05, 2021 13:18:36
  - [Upload Additional Document](#) - RapidView Sole Source and Product Catalog.zip - Friday December 03, 2021 09:25:34

## Addenda, Terms and Conditions

### PROPOSER AFFIDAVIT AND ASSURANCE OF COMPLIANCE

I certify that I am the authorized representative of the Proposer submitting the foregoing Proposal with the legal authority to bind the Proposer to this Affidavit and Assurance of Compliance:

1. The Proposer is submitting this Proposal under its full and complete legal name, and the Proposer legally exists in good standing in the jurisdiction of its residence.
2. The Proposer warrants that the information provided in this Proposal is true, correct, and reliable for purposes of evaluation for contract award.
3. The Proposer, including any person assisting with the creation of this Proposal, has arrived at this Proposal independently and the Proposal has been created without colluding with any other person, company, or parties that have or will submit a proposal under this solicitation; and the Proposal has in all respects been created fairly without any fraud or dishonesty. The Proposer has not directly or indirectly entered into any agreement or arrangement with any person or business in an effort to influence any part of this solicitation or operations of a resulting contract; and the Proposer has not taken any action in restraint of free trade or competitiveness in connection with this solicitation. Additionally, if Proposer has worked with a consultant on the Proposal, the consultant (an individual or a company) has not assisted any other entity that has submitted or will submit a proposal for this solicitation.
4. To the best of its knowledge and belief, and except as otherwise disclosed in the Proposal, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest. An organizational conflict of interest exists when a vendor has an unfair competitive advantage or the vendor's objectivity in performing the contract is, or might be, impaired.
5. The contents of the Proposal have not been communicated by the Proposer or its employees or agents to any person not an employee or legally authorized agent of the Proposer and will not be communicated to any such persons prior to Due Date of this solicitation.
6. If awarded a contract, the Proposer will provide to Sourcewell Participating Entities the equipment, products, and services in accordance with the terms, conditions, and scope of a resulting contract.
7. The Proposer possesses, or will possess before delivering any equipment, products, or services, all applicable licenses or certifications necessary to deliver such equipment, products, or services under any resulting contract.
8. The Proposer agrees to deliver equipment, products, and services through valid contracts, purchase orders, or means that are acceptable to Sourcewell Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to Sourcewell Members under an awarded Contract.
9. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.
10. The Proposer understands that Sourcewell will reject RFP proposals that are marked "confidential" (or "nonpublic," etc.), either substantially or in their entirety. Under Minnesota Statutes Section 13.591, subdivision 4, all proposals are considered nonpublic data until the evaluation is complete and a Contract is awarded. At that point, proposals become public data. Minnesota Statutes Section 13.37 permits only certain narrowly defined data to be considered a "trade secret," and thus nonpublic data under Minnesota's Data Practices Act.
11. Proposer its employees, agents, and subcontractors are not:
  1. Included on the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: <https://www.treasury.gov/ofac/downloads/sdnlist.pdf>;
  2. Included on the government-wide exclusions lists in the United States System for Award Management found at: <https://sam.gov/SAM/>; or
  3. Presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated

by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this solicitation.

By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - Steve Keranko, Director of Sales, RapidView LLC

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the contractual obligations contemplated in the bid.

Yes  No

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column "I have reviewed this addendum" below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
Addendum_1_Underground_Infrastructure_Inspect_Equip_RFP_120721 Fri November 19 2021 11:33 AM	<input checked="" type="checkbox"/>	1

**Staff Report: 126-24**

**TO:** Mayor and City Council

**FROM:** Eric Holmes, City Manager

**DATE:** 7/1/2024

**SUBJECT** Contract Amendment - Professional Services Agreement for Community Court Services-Zhen Building Location

**Key Points**

- City of Vancouver is operating as a Contractor for Clark County District Court as the administrative and fiscal agency for the Community Court program in addition to providing prosecutorial services for City cases referred to Community Court.
- The proposed space use agreement provides District Court a location in which to operate the Community Court program now that the previously donated Recovery Café location is no longer available.
- The location is within the City's Zhen Building, which is owned 60% by the City Water Fund and 40% by the City General Fund.
- The suite being rented has been vacant for 7.5 months with a market rent rate of \$10 per square foot. The City and District Court will share the cost of the space with the County paying \$6/per square foot, all of which will be allocated to the Water Fund, and the City contributing the balance.
- The City and District Court will cooperatively furnish the space with existing surplus property inventory. The City will make minor space and electrical modifications and necessary repairs before the Community Court sessions begin in the new space.
- The term of the space use agreement aligns with the Community Court Professional Services Agreement, through the end of 2024, with the option to renew or extend upon mutual agreement of the parties.
- Staff is requesting to amend the existing Professional Services Agreement with Clark County District Court for Community Court to add the proposed space use agreement for the location of Community Court services.

**Strategic Plan Alignment**

**Housing and Human Needs** – meeting basic needs and partnering with organizations to support the community.

**Safe and Prepared Community** – a safe place to live, work, learn, and play.

**Climate and Natural Systems** – Environmental stewardship and efforts to address climate change to ensure a sustainable future.

**Vibrant and Distinct Neighborhoods** – a variety of accessible places and spaces.

**High Performing Government** – a government that is reliable, fiscally responsible, equitable, and open to compromise.

### **Present Situation**

In November 2023, Council ratified the City Manager’s Declaration of Emergency related to homelessness. One of the recommended strategies for addressing the emergency was to increase Community Court capacity. Recovery Café has been donating the use of their space for Community Court, as well as lunch for the participants each week, since the program launched in April 2023. However, Recovery Café is unable to accommodate the change in capacity and schedule, and their space is no longer available to Community Court as of July 1, 2024.

The space needs required by the Community Court program are unique. City Staff have identified the following criteria that would be needed for an ideal location:

- (A) Low barriers to participants: accessibility for people with varied physical abilities and mobility needs, as well as avoiding buildings that carry historic institutional trauma;
- (B) Functionality and flexibility: adequate space for multiple service providers while offering a semi-private location for court hearings;
- (C) Affordable cost and public control: providing reasonable assurance of availability for program participants and service providers into the foreseeable future; and
- (D) Compatibility with neighboring properties.

The City has a space available in the City-owned “Zhen Building” at 5107 E. Fourth Plain Blvd. that meets the unique needs of the Community Court program and also keeps the program in the same general area where it has been operating since opening, ensuring a smoother transition for participants. Market rent rate of the suite available for this use is \$10 per square foot and has been vacant since November 2023. This City facility is owned 60% by the City Water Fund and 40% by City General Fund. This agreement proposes the sharing of the cost of the space between the City and District Court with the County paying \$6 per square foot, all of which will be allocated to the Water Fund, and the City contributing the value of \$4 per square foot from the General Fund. City Staff is recommending the approval of this amendment to the existing Professional Services Agreement, to ensure continuation of the Community Court program, as well as ensure the program can increase its capacity as recommended to address the homelessness emergency.

### **Advantage(s)**

1. Ensures continuity of Community Court service provision.
2. Enables program to increase capacity to assist with addressing the declared homelessness emergency.
3. Continuation of a successful partnership between the City of Vancouver, Clark County, District Court, and numerous local service providers.
4. Meets the unique needs posed by the Community Court program.

### **Disadvantage(s)**

By allocating this space to a use that is shared by the City, the space will be unavailable to rent on the open market. (The rental payment from Clark County District Court is estimated to be 60% of that which could be obtained through a private commercial tenant.)

**Budget Impact**

If approved, this agreement would require Clark County District Court to pay the City \$1200 per month through the duration of the agreement.

**Prior Council Review**

November 6, 2023, City Council Meeting

**Action Requested**

Approve the amendment to Professional Services Agreement for Community Court Services - Zhen Building Location.

*Jamie Spinelli, Homeless Response Manager, 360-487-8610; Linda Carlson, Property Management Specialist, 360-487-8423*

**ATTACHMENTS:**

- Amendment
- Professional Services Agreement

# First Amendment to Professional Services Contract

THIS FIRST AMENDMENT TO PROFESSIONAL SERVICES CONTRACT (this “First Amendment”) is made effective July 1, 2024 (the “Effective Date”) by and between Clark County District Court, after this called “District Court,” a political subdivision of the State of Washington, and the City of Vancouver, after this called “Contractor,” a Washington municipal corporation to that certain Professional Services Contract between District Court and Contractor effective through December 31, 2024 (the “Contract”) with this First Amendment and the Contract collectively constituting the “Services Contract.”

## WITNESSETH

WHEREAS, the Contract effected an agreement for Contractor to provider particular professional services in the form of prosecutorial functions of City cases that are referred to Clark District Court Community Court, as set forth in an attached Statement of Work based on Contractor’s expertise (the “Services”); and

WHEREAS, District Court had previously secured donated space in which Contractor conducted the Community Court Services and no longer has access to a facility available in which Contractor can provide the Services; and

WHEREAS, that space is no longer adequate to support the provision of Contractor services and District Court and Contractor have mutually agreed that Contractor has available facility space for rent located at 5107 E. Fourth Plain Blvd, Vancouver, WA 98661, commonly known as the “Zhen Building,” in which the Community Court Services can regularly and consistently be provided; and

WHEREAS, the intent of this First Amendment is to implement a Use Agreement for the provision of such Community Court space and provide a Mental Health Sales Tax budget line allocation for the space rent to be paid by District Court to the Contractor pursuant to the Use Agreement; and

NOW, THEREFORE, THE DISTRICT COURT AND THE CONTRACTOR MUTUALLY AGREE AS FOLLOWS:

1. **Amendment.** In exchange for the consideration specified therein and pursuant to the Space Use Agreement attached hereto as “Schedule 1,” Contractor shall provide District Court space in which the Contractor shall perform the Services.

2. **Definitions.** Unless otherwise provided herein, capitalized terms used and not defined in this First Amendment have the meanings assigned to such terms in the Contract.

3. **Legal Effect.** Except as expressly modified by this First Amendment, all of the terms and conditions of the Contract shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, District Court and the Contractor have executed this First Amendment as of the Effective Date.

**Clark County District Court**

**City of Vancouver**

\_\_\_\_\_  
Bryan Farrell, Court Administrator

\_\_\_\_\_  
Eric Holmes, City Manager

**Contractor Approval of Form:**

\_\_\_\_\_  
By: Jonathan Young, City Attorney

**Clark County, Washington**

**Approved as to Form Only:**

ANTHONY F. GOLIK  
Prosecuting Attorney

\_\_\_\_\_  
Kathleen Otto, County Manager

\_\_\_\_\_  
Curtis Burns, Deputy Prosecuting Attorney

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

# ***First Amendment – Schedule 1***

## ***Community Court Space Use Agreement***

THIS SPACE USE AGREEMENT (this “Use Agreement”) is made effective July 12, 2024 (the “Effective Date”) by and between Clark County District Court, after this called “District Court,” a political subdivision of the State of Washington, and the City of Vancouver, after this called “Contractor,” a Washington municipal corporation pursuant to that certain Professional Services Contract between District Court and Contractor, as amended by the First Amendment executed of even date herewith (the “Services Contract”).

1. **Term and Extension.** This Use Agreement shall be binding from July 12, 2024 (the “Commencement Date”) through December 31, 2024 and run concurrent with the Services Contract (the “Term”). Contingent upon renewal or extension of the Services Contract, this Use Agreement may also be renewed or extended by the parties.
2. **Building Location.** Pursuant to the Services Contract and this Use Agreement, the Community Court Services shall be performed at 5107 E. Fourth Plain Blvd, Vancouver, WA 98661, commonly known as the “Zhen Building.” The Zhen Building is owned by Contractor, with 60% of property acquired by the City water fund and 40% acquired by the City general fund.
3. **Space.** The specific space District Court is renting in the Zhen Building for use by Contractor in the provision of the Community Court Services is Unit 105 comprising 2,400 square feet (the “Space”).
4. **Use.** District Court shall have access to the Space every Friday during the Term from 7:00am to 6:00pm Pacific Time for the purpose of Contractor providing the Community Court Services required by the Services Contract. Additionally, District Court may continuously utilize a secure storage area designated by Contractor within the Space during the Term for purposes of storing District Court personal property deployed in provision of the Services. As mutually agreed upon by the parties, the Space may be available to District Court for special events and/or maintenance at other times.
5. **Space Rental Rate.** District Court shall pay the Contractor an annual rent rate for the Space of \$6.00 per square foot (“Space Rent”), calculated on a monthly basis and prorated on a 30-day calendar month for any usage of less than one month. Space Rent shall therefore equal \$1,200 per month.
6. **Early Access and Space Rent Commencement.** District Court shall have early access to the Space beginning on July 2, 2024, and the Space Rent shall begin on the Commencement Date.

7. **Rent Payment.** District Court will pay to Contractor the Space Rent on or before the 1<sup>st</sup> of each month for the following month of space rental.
8. **Contractor Rent Allocation.** Because the current fair market value annual rental rate of the Space is \$10 per square foot and the Space Rent assessed is \$6 per square foot, Contractor shall internally allocate all of the Space Rent paid by District Court to the City water fund account in accordance with the Zhen Building ownership distribution described above.
9. **Signage & Tenant Improvements.** District Court may install signage on the Building and construct minor modifications, including installation of information technology (IT) and criminal justice information services (CJIS) facilities, to the Space at District Court's sole cost and expense (the "IT Improvements"), subject to advance written approval by Contractor. District Court shall be responsible for causing any such Improvements to be made in accordance with all applicable laws and regulations.
10. **Space Improvements.** Contractor responsible for minimal Space improvements to include moving an internal, non-loadbearing wall to allow for an expanded courtroom area, completing necessary repairs to ceiling and floor.
11. **Furnishings.** Collaboratively, Contractor and District Court we will ensure that basic furnishings are installed from their respective surplus property inventory on or before July 12, 2024.
12. **Parking.** Visitors and guests of District Court may utilize designated parking at the Zhen Building while participating in the Services delivered pursuant to the Services Contract at no additional cost beyond the Space Rent.
13. **Building Services.** Contractor shall provide and cover the cost of basic utilities, security (excluding CJIS security which shall be provided by District Court), and janitorial services and shall conduct necessary maintenance and repair on the Zhen Building to ensure commercially reasonable use of the Space.
14. **Insurance.** Contractor and District Court both self-insure. Contractor shall be responsible to provide commercially reasonable real property insurance on the Zhen Building and commercially reasonable personal injury insurance for the Space. District Court shall be responsible to provide commercially reasonable personal property and general commercial liability insurance for the Space.
15. **Definitions.** Unless otherwise provided herein, capitalized terms used and not defined in this Use Agreement have the meanings assigned to such terms in the Services Contract.
16. **Services Contract Controls.** This Use Agreement is made pursuant to the Services Contract and, except as expressly provided herein, this Use Agreement is controlled by the Services Contract and shall be construed in accordance therewith.

IN WITNESS WHEREOF, District Court and the Contractor have executed this Use Agreement as of the Effective Date.

**Clark County District Court**

**City of Vancouver**

\_\_\_\_\_  
Bryan Farrell, Court Administrator

\_\_\_\_\_  
Eric Holmes, City Manager

**Contractor Approval of Form:**

\_\_\_\_\_  
By: Jonathan Young, City Attorney

**Clark County, Washington**

**Approved as to Form Only:**

ANTHONY F. GOLIK  
Prosecuting Attorney

\_\_\_\_\_  
Kathleen Otto, County Manager

\_\_\_\_\_  
Curtis Burns, Deputy Prosecuting Attorney

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## Professional Services Contract

THIS CONTRACT by and between Clark County District Court, after this called "District Court," a political subdivision of the State of Washington, and **The City of Vancouver** after this called "Contractor."

### WITNESSETH

WHEREAS, the Contractor has the expertise to provide professional services for District Court and to perform those services more particularly set out in the proposal attached hereto and incorporated herein.

WHEREAS District Court does not have available staff to provide such services for the benefit of the services of District Court, NOW, THEREFORE,

THE DISTRICT COURT AND THE CONTRACTOR MUTUALLY AGREE AS FOLLOWS:

- 1. Services.** The Contractor shall perform services as set forth in the Statement of Work (pp. 4-5).
- 2. Term.** The contract shall be effective through December 31<sup>st</sup>, 2024, from the date of this fully executed contract.
- 3. Compensation.** District Court shall pay the Contractor for performing said services upon receipt of a signed invoice. The parties mutually agree that in no event may the amount billed exceed \$19,000 yearly.
- 4. Termination.** The District Court may terminate this contract immediately upon any breach by Contractor in the duties of Contractor as set forth in Contract. The waiver by the District Court of one or more breaches shall not be construed as a waiver of any subsequent breach or breaches. Further, District Court may terminate this Contract upon immediate notice to Contractor if the funding for the project ceases or is reduced in amount. The Contractor will be reimbursed for services expended up to the date of termination.
- 5. Independent Contractor.** The Contractor shall always be an independent Contractor and not an employee of the Clark County and shall not be entitled to compensation or benefits of any kind except as specifically provided herein.
- 6. Indemnification / Hold Harmless.** The Contractor shall defend, indemnify, and hold the District Court, its officers, officials, employees, and volunteers harmless from any and all claims, injuries, damages, losses, or suits including attorney fees, arising out of, or resulting from the negligent acts, errors, or omissions of the Contractor in performance of this Contract, except for injuries and damages caused by the sole negligence of the District Court. Should a court of competent jurisdiction determine that this Contract is subject to RCW 4.48.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Contractor and the District Court, its officers, officials, employees, and volunteers, the Contractor's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Contractor's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Contractor's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Contract.

**7. Wage and hour compliance.** Contractor shall comply with all applicable provisions of the Fair Labor Standards Act and any other legislation affecting its employees and the rules and regulations issued thereunder insofar as applicable to its employees and shall always save District Court free, clear, and harmless from all actions, claims, demands, and expenses arising out of said act and the rules and regulations that are or may be promulgated in connection therewith.

**8. Social Security and Other Taxes.** The Contractor assumes full responsibility for the payment of all payroll taxes, use, sales, income or other form of taxes, fees, licenses, excises, or payments required by any city, federal or state legislation that is now or may during the term of this Contract be enacted as to all persons employed by the Contractor in performance of the work pursuant to this Contract and shall assume exclusive liability therefore, and meet all requirement's thereunder pursuant to any rules and regulations that are now and may be promulgated in connection therewith.

**9. Contract Documents.** Contract documents consist of this Contract and Statement of Work (pp. 4-5). If there is a conflict between the provisions of these documents, the provisions of this Contract shall control.

**10. Equal Employment Opportunity.** The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, gender, gender identity, sexual orientation, age, disability, marital status, or national origin.

**11. Changes.** District Court may, from time to time, require changes in the scope of the services to be performed hereunder. Such changes, including any increase or decrease in the amount of the Contractor's compensation, which are mutually agreed upon by and between District Court and the Contractor, shall be in writing, signed by both parties and incorporated in the written amendments to the Contract.

**12. Public records act.** Notwithstanding the provisions of this Contract to the contrary, to the extent any record, including any electronic, audio, paper or other media, is required to be kept or indexed as a public record in accordance with the Washington Public Records Act, RCW Chapter 42.56, as may hereafter be amended, Contractor agrees to maintain all records constituting public records and to produce or assist District Court in producing such records, within the time frames and parameters set forth in state law. Contractor further agrees that upon receipt of any written public record request, Contractor shall, within two business days, notify District Court by providing a copy of the request to the Clark County Public Records Officer/District Court.

**13. Governing Law.** This Contract shall be governed by the laws of the State of Washington. Venue for any litigation shall be in Superior Court for the State of Washington in Clark County, Washington.

**14. Confidentiality.** With respect to all information relating to District Court that is confidential and clearly so designated, the Contractor agrees to keep such information confidential.

**15. Conflict of Interest.** The Contractor covenants that it has had no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services hereunder. The Contractor further covenants that no person having such interest shall be employed by it or shall perform services as an independent Contractor with it, in the performance of this Contract.

16. **Consent and Understanding.** This Contract contains a complete and integrated understanding of the contract between the parties and supersedes any understandings, Contract, or negotiations, whether oral or written, not set forth herein or in written amendments hereto duly executed by both parties.

17. **Severability.** If any provision of this Contract is held invalid, the remainder would then continue to conform to the terms and requirements of applicable law.

IN WITNESS THEREOF, District Court and the Contractor have executed this contract on the date signed below.

Clark County District Court

City of Vancouver

\_\_\_\_\_  
Amber Emery, Court Administrator

DocuSigned by:  
  
75A9183485CA467...  
Eric Holmes, City Manager

\_\_\_\_\_  
Date

12/1/2022

\_\_\_\_\_  
Date

Clark County

Approved as to Form Only:

ANTHONY F. GOLIK  
Prosecuting Attorney

\_\_\_\_\_  
Kathleen Otto, County Manager

\_\_\_\_\_  
Curtis Burns, Deputy Prosecuting Attorney

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## *Statement of Work*

### **Project Description**

The City of Vancouver is operating as a Contractor for Clark County District Court operating as the administrative and fiscal agency. As such, CONTRACTOR must comply with the terms and conditions in this Agreement.

The intent of this Agreement is to provide a Mental Health Sales Tax budget line allocation to the CONTRACTOR for the project, to be provided by the District Court to the CONTRACTOR. The project will fund prosecutor services to oversee the prosecutorial functions of city cases that are referred to Clark District Court Community Court.

City of Vancouver as CONTRACTOR will:

- Provide a prosecutor or intern for city cases
- Screen cases for eligibility to participate in Community Court
- Provide discovery to the public defender in and expedited manner
- With our partners, develop and implement a policy and procedure manual for Community Court
- Provide a part time legal secretary to support the City's prosecution services

This Mental Health Sales Tax budget line amount will be spent on staffing. The CONTRACTOR will provide prosecutorial and support service to the Clark County District Court Community Court Program.

### **Project Budget**

1. The District Court will reimburse the CONTRACTOR with funds in an amount not to exceed, from funds already contracted to the District Court, for purposes of completing the project described herein. The use of these funds shall be expressly limited to the activities described in this Contractor Agreement.
2. Any reduction in the yearly budget authority will be done after consultation with the CONTRACTOR and will require a modification of this Agreement.

YEARLY BUDGET	Mental Health Sales Tax
Personnel	\$21,546.00
<b>Project Total:</b>	<b>\$21,546.00</b>

## **Payment Provisions**

The City of Vancouver as a CONTRACTOR will invoice Clark County District Court for program reimbursement by providing the following by the 15<sup>th</sup> of each month for the preceding month. Clark County District Court will reimburse the CONTRACTOR within 15 business days.

## **Reporting**

The CONTRACTOR shall provide the District Court with a semi-annual narrative report due by the end of January and July yearly. The District Court may withhold payment to the CONTRACTOR if reporting requirements are not met.

## **Notice to Proceed**

Upon execution of this agreement, the District Court will furnish the CONTRACTOR with an e-mailed notice to proceed. No work on the project shall occur prior to the Notice to Proceed without prior e-mailed approval from the District Court.

## **Project Completion**

Project completion means that:

- The project complies with the requirements of this Agreement;
- CONTRACTOR has been reimbursed for all costs.

**Staff Report: 127-24**

**TO:** Mayor and City Council

**FROM:** Eric Holmes, City Manager

**DATE:** 7/1/2024

**SUBJECT** Partial Sewer Easement Vacation - Park Meadow Subdivision

**Key Points**

- Partial vacation of sanitary sewer easement recorded under Auditor's File Number G743276 will release approximately 2,717 square feet of encumbered private property.
- Staff is recommending the collection of no compensation for the vacated area.

**Strategic Plan Alignment**

**Safe and Prepared Community** – a safe place to live, work, learn, and play.

**Present Situation**

The existing sewer easement comprises a strip of land 35 feet in width immediately to the west of the previous public right of way for NE 56th Avenue in unincorporated Clark County. The dedication of additional public right of way as part of the plat for the Park Meadow subdivision has eliminated the need for a separate easement within the limits of the plat. Staff has determined that the portion of the existing easement within the plat that lies outside of the new right-of-way dedication will not be needed for maintenance of existing or proposed public sewer facilities. The partial vacation of the easement will therefore unencumber approximately the east 16 feet of lots 20 and 21 as shown on the plat. The remaining easement south of the Park Meadow plat will remain in place.

**Advantage(s)**

Releasing excess easement area reduces encumbrance on the two lots.

**Disadvantage(s)**

None

**Budget Impact**

None

**Prior Council Review**

None

**Action Requested**

Authorize the City Manager, or designee, to sign the attached easement release.

*Sheryl Hale, Senior Civil Engineer, 360-487-7151*

**ATTACHMENTS:**

- ▣ Attachment A - Partial Vacation of Sewer Easement
- ▣ Attachment B - Recorded Plat for Park Meadows
- ▣ Attachment C - Sewer Easement Vacation Request
- ▣ Exhibit A - Original Easement
- ▣ Exhibit B - Legal description
- ▣ Exhibit C - Exhibit Map

RECORD AND RETURN TO:  
City of Vancouver  
City Clerk's Office  
P O Box 1995  
Vancouver, WA 98668-1995

**PARTIAL RELEASE OF SANITARY SEWER EASEMENT**

KNOW ALL MEN BY THESE PRESENT: That City of Vancouver, a municipal corporation of the state of Washington, for and in consideration of one dollar (\$1.00) and other good and valuable consideration does hereby release a portion of the sanitary sewer easement described as follows:

A portion of a 35-foot wide sanitary sewer easement, described in that Sewer Easement, William A. Lindeman to City of Vancouver, recorded November 15th, 1976, under Auditor's File Number G743276, records of Clark County Washington, attached hereto as Exhibit "A" (1 page). Description of the portion to be released, attached hereto as Exhibit "B" (2 page), and a map of the portion to be released, attached hereto as Exhibit "C" (1 page).

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

CITY OF VANCOUVER

\_\_\_\_\_  
Eric Holmes, City Manager

Approved as to form:

Attest:

\_\_\_\_\_  
Jonathan J. Young, City Attorney

\_\_\_\_\_  
Natasha Ramras, Chief Financial Officer



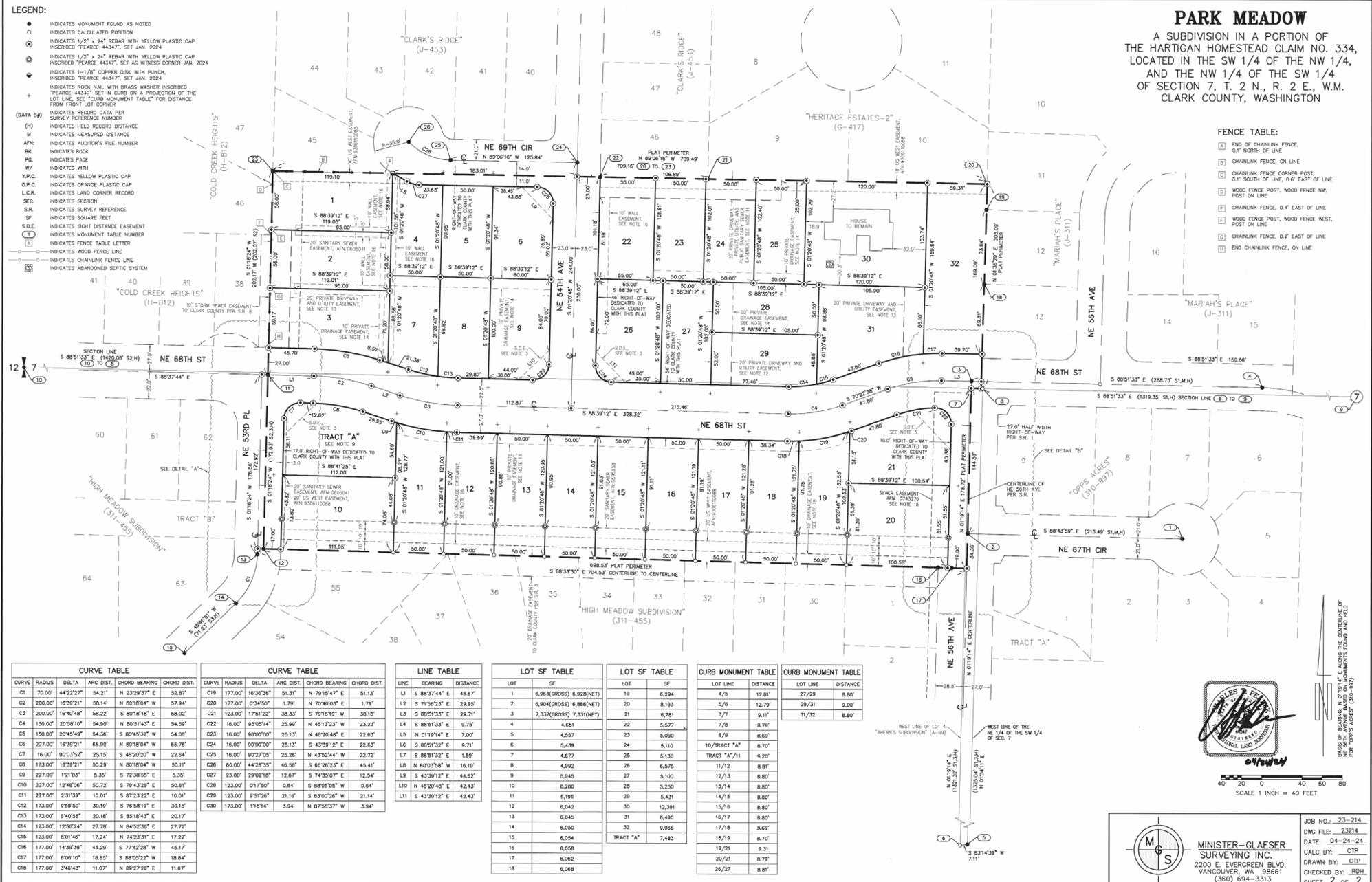
2/2

BK312 P30c

- LEGEND:**
- INDICATES MONUMENT FOUND AS NOTED
  - INDICATES CALCULATED POSITION
  - ⊙ INDICATES 1/2" x 24" REBAR WITH YELLOW PLASTIC CAP INSCRIBED "PEARCE 44347", SET JAN. 2004
  - ⊙ INDICATES 1/2" x 24" REBAR WITH YELLOW PLASTIC CAP INSCRIBED "PEARCE 44347", SET AS WITNESS CORNER JAN. 2004
  - ⊙ INDICATES 1-1/8" COPPER DISK WITH PUNCH, INSCRIBED "PEARCE 44347", SET JAN. 2004
  - ⊙ INDICATES ROCK NAIL WITH BRASS WASHER INSCRIBED "PEARCE 44347", SET IN CURB ON A PROJECTION OF THE LOT LINE, SEE "CURB MONUMENT TABLE" FOR DISTANCE FROM FRONT LOT CORNER
  - (DATA #) INDICATES RECORD DATA PER SURVEY REFERENCE NUMBER
  - (H) INDICATES HELD RECORD DISTANCE
  - (M) INDICATES MEASURED DISTANCE
  - AFN: INDICATES AUDITOR'S FILE NUMBER
  - BK: INDICATES BOOK
  - PG: INDICATES PAGE
  - W/ INDICATES WITH
  - Y.P.C. INDICATES YELLOW PLASTIC CAP
  - O.P.C. INDICATES ORANGE PLASTIC CAP
  - L.C.R. INDICATES LAND CORNER RECAP
  - SEC. INDICATES SECTION
  - S.R. INDICATES SURVEY REFERENCE
  - SF INDICATES SQUARE FEET
  - S.D.E. INDICATES SIGHT DISTANCE EASEMENT
  - INDICATES MONUMENT TABLE NUMBER
  - INDICATES FENCE TABLE LETTER
  - INDICATES WOOD FENCE LINE
  - INDICATES CHAINLINK FENCE LINE
  - INDICATES ABANDONED SEPTIC SYSTEM

**PARK MEADOW**  
 A SUBDIVISION IN A PORTION OF  
 THE HARTIGAN HOMESTEAD CLAIM NO. 334,  
 LOCATED IN THE SW 1/4 OF THE NW 1/4,  
 AND THE NW 1/4 OF THE SW 1/4  
 OF SECTION 7, T. 2 N., R. 2 E., W.M.  
 CLARK COUNTY, WASHINGTON

- FENCE TABLE:**
- END OF CHAINLINK FENCE, 0.1' NORTH OF LINE
  - CHAINLINK FENCE, ON LINE
  - CHAINLINK FENCE CORNER POST, 0.1' SOUTH OF LINE, 0.6' EAST OF LINE
  - WOOD FENCE POST, WOOD FENCE NW POST ON LINE
  - CHAINLINK FENCE, 0.4' EAST OF LINE
  - WOOD FENCE POST, WOOD FENCE WEST POST ON LINE
  - CHAINLINK FENCE, 0.2' EAST OF LINE
  - END CHAINLINK FENCE, ON LINE



**CURVE TABLE**

CURVE	RADIUS	DELTA	ARC DIST.	CHORD BEARING	CHORD DIST.
C1	70.00	44°22'27"	54.21'	N 23°29'37" E	52.87'
C2	200.00	16°39'21"	58.14'	N 80°18'04" W	57.94'
C3	200.00	16°40'48"	58.22'	S 80°18'48" E	58.02'
C4	150.00	20°58'01"	54.90'	N 80°51'43" E	54.59'
C5	150.00	20°45'49"	54.36'	S 80°45'32" W	54.06'
C6	227.00	16°39'21"	65.99'	N 80°18'04" W	65.76'
C7	16.00	90°03'52"	25.15'	S 46°20'20" W	22.64'
C8	173.00	16°39'21"	50.29'	N 80°18'04" W	50.11'
C9	227.00	1°21'03"	5.35'	S 72°38'50" E	5.35'
C10	227.00	12°48'06"	50.72'	S 78°43'29" E	50.61'
C11	227.00	2°31'39"	10.01'	S 87°23'22" E	10.01'
C12	173.00	9°59'30"	30.19'	S 78°58'19" E	30.15'
C13	173.00	6°40'58"	20.18'	S 85°18'43" E	20.17'
C14	123.00	12°56'24"	27.78'	N 84°25'36" E	27.72'
C15	123.00	8°01'46"	17.24'	N 74°23'31" E	17.22'
C16	177.00	14°59'38"	46.29'	S 77°42'28" W	45.17'
C17	177.00	8°08'10"	18.85'	S 88°05'22" W	18.84'
C18	177.00	3°45'43"	11.87'	N 88°27'28" E	11.87'

**CURVE TABLE**

CURVE	RADIUS	DELTA	ARC DIST.	CHORD BEARING	CHORD DIST.
C19	177.00	16°36'28"	51.31'	N 78°51'47" E	51.13'
C20	177.00	0°34'50"	1.79'	N 70°40'27" E	1.79'
C21	177.00	1°55'22"	36.33'	S 78°18'19" W	36.19'
C22	16.00	83°05'14"	25.93'	N 45°12'37" W	23.33'
C23	16.00	90°00'00"	25.13'	N 46°20'48" E	22.63'
C24	16.00	90°00'00"	25.13'	S 43°39'12" E	22.63'
C25	16.00	90°27'05"	25.28'	N 43°52'44" E	22.72'
C26	60.00	44°28'35"	46.58'	S 66°28'23" E	45.41'
C27	25.00	28°02'18"	12.67'	S 74°35'07" E	12.54'
C28	123.00	0°17'50"	0.64'	S 88°05'00" W	0.64'
C29	123.00	9°51'28"	21.16'	S 83°00'28" W	21.14'
C30	173.00	1°18'14"	3.94'	N 87°58'37" E	3.94'

**LINE TABLE**

LINE	BEARING	DISTANCE
L1	S 88°39'12" E	45.67'
L2	S 71°58'23" E	28.95'
L3	S 88°51'33" E	29.71'
L4	S 88°51'33" E	9.75'
L5	N 01°19'14" E	7.00'
L6	S 88°51'32" E	9.71'
L7	S 88°51'32" E	1.59'
L8	N 46°20'48" W	16.19'
L9	S 43°39'12" E	44.62'
L10	N 46°20'48" E	42.43'
L11	S 43°39'12" E	42.43'

**LOT SF TABLE**

LOT	SF
1	6,063(GROSS) 6,928(NET)
2	6,804(GROSS) 6,886(NET)
3	7,337(GROSS) 7,331(NET)
4	4,651
5	4,557
6	5,439
7	4,677
8	4,992
9	5,945
10	8,280
11	6,196
12	6,042
13	6,045
14	6,050
15	6,054
16	6,058
17	6,062
18	6,066

**LOT SF TABLE**

LOT	SF
19	6,294
20	8,183
21	6,781
22	5,577
23	5,980
24	5,110
25	5,130
26	6,575
27	5,100
28	5,250
29	5,431
30	12,391
31	8,490
32	9,966
TRACT "A"	7,483

**CURB MONUMENT TABLE**

LOT LINE	DISTANCE	LOT LINE	DISTANCE
1/1	4/5	12/29	8.80'
1/2	6/8	12/29	9.00'
3/1	9/11	31/22	8.80'
7/8	8/9		
8/9	8/9		
10/TRACT "A"	9/10		
TRACT "A"/11	8/7		
11/12	8/11		
12/13	8/10		
13/14	8/10		
14/15	8/10		
15/16	8/10		
16/17	8/10		
17/18	8/10		
18/19	8/10		
19/21	9/31		
20/21	8/7		
25/27	8/11		



SCALE 1" = 40 FEET



**MINISTER-GLAESER SURVEYING INC.**  
 2200 E. EVERGREEN BLVD.  
 VANCOUVER, WA 98661  
 (360) 694-3313

JOB NO.: 23-214.  
 DWG FILE: 23214.  
 DATE: 04-24-24.  
 CALC BY: CTP  
 DRAWN BY: CTP  
 CHECKED BY: RDH  
 SHEET 2 OF 2

2/2

BK312 P30c



**HAYWARD USKOSKI**  
& ASSOCIATES

December 28, 2023  
Project No. 1173.00

Mark Castle  
City of Vancouver  
415 W 6<sup>th</sup> Street  
Vancouver, WA 98660

Re: Partial Release of Sanitary Sewer Easement, AFN G743276

Dear Mr. Castle:

Hayward Uskoski and Associates, Inc. (HUA) has prepared this request on behalf of David Lampe, developer of the Park Meadow Subdivision (ENG-82440) to remove the sanitary easement across the front of Lots 20 and 21 as described in the attached exhibit.

Mr. Lampe is specifically requesting that the city move forward with a Partial Release of AFN G743276. The request would remove the portion of easement within the bounds of Park Meadow Subdivision, Lots 20 and 21.

With the construction of the Park Meadow Subdivision, the remaining ROW for NE 56<sup>th</sup> Avenue will be dedicated and will provide adequate access for the repair and maintenance of the existing sanitary line, removing the need for the easement across Lots 20 and 21.

Please let us know if we can provide additional information or assistance in processing the vacation.

Sincerely,

Hayward Uskoski and Associates, Inc.

Valerie Uskoski, PE  
Principal Engineer

Attachments: Exhibit

David Lampe  
Developer  
Manager, Park Meadow, LLC

G 743276

SEWER EASEMENT

1042143

Exhibit "A"

The Grantor, William A. Lindeman, a single man, for and in consideration of the payment of the sum of One Dollar (\$1.00) and other valuable consideration, receipt of which is hereby acknowledged, grant and conveys to the CITY OF VANCOUVER, a municipal corporation of the State of Washington, the Grantee, a permanent easement and right-of-way over, under and across the property lying west of and within 35 feet of the center line of N.E. 56th Avenue in Clark County Washington being part of the following described property:

Beginning at an iron pin at the N.E. corner of the Michael Hartigan Homestead Claim in Sec. 7, Twp. 2 N.R. 2 E. of the W. M.; running thence S. 628.55 feet to an iron pin on the E. line of said claim; thence S. 88 deg. 20' W. 614.66 feet to an iron pin in the center of the private road; thence N. 640.20 feet to an iron pin on the N. line of said claim thence N. 88 deg. 20' E. 614.50 feet to the place of beginning, containing 8.95 acres, more or less, known as Tract 3 of George Acre Tracts. Together with easement for road as follows: A strip of land one rod wide extending N to S along the W. side of the following described tract of land, to wit: Commencing 60 rods W. of the center of Sec. 7, Twp. 2 N. R. 2 E. of W. M. in Clark County, Washington; and running thence S. 80 rods; thence W. 20 rods; thence N. 80 rods; and thence E. 20 rods to place of beginning.

ALSO: Beginning at a point S. 88 deg. 20' W. 614.50 feet from the N.E. corner of the M. Hartigan Homestead Claim in Sec. 7, Twp. 2 N. R. 2 E. of W. M.; running thence S. 640.20 feet; thence W. 539.17 feet; thence N. 650.43 feet to the N. line of said Hartigan Claim; thence Easterly along the N. line of said claim 539.17 feet to the place of beginning, containing 7.99 acres.

ALSO: The east half of the following described tract: Beginning at a point 21.40 chains S. of the N.W. corner of Sec. 7, Twp. 2 N.R. 2 E. of W. M.; and running thence S. on the township line 18.60 chains to the east and west half section line through said Sec. 7; thence running E. on said half section line 21.53 chains; thence N. 18.60 chains; thence W. 21.53 chains to the point of beginning. The East half containing 20 acres, more or less, EXCEPT therefrom the five acre and 1.524 acre tracts heretofore sold to Robert R. McClure and wife and as shown or record in Books 137 at page 70, and Book 143 at page 466, Clark County, Washington, Deed Records. Balance containing 13.50 acres, more or less. EXCEPT portion taken by United States of America for Bonneville Power line. All in Clark County, Washington.

This easement is granted for the purpose of construction, repair, operation, and maintenance of sewer lines. The Grantee, its agents and contractors shall have the right to enter upon said premises in connection with any such purpose.

The Grantor further agrees that the Grantee, its agents and contractors, shall be held harmless for any damages caused to the property including, but not limited to, any plants, trees, vines or vegetation of any kind, fences or other natural or man made attachments to the property that may result from the installation or maintenance of said sewer line. The Grantee will however, give the Grantor reasonable notice before any such installations, repairs or maintenance are made until such time as the property becomes a public right of way.

The Grantor, on behalf of himself and all successors in interest, agrees and covenants to obtain written consent from the City of Vancouver prior to causing or allowing any form of construction upon the permanent easement areas described above.

DATED this 8th day of November, 1976

STATE OF WASHINGTON )  
                                  ) ss  
COUNTY OF CLARK        )

William Lindeman  
William A Lindeman

On this day personally appeared before me William A. Lindeman, to me known to be the individual described in and who executed the within and foregoing instrument, and acknowledged that he signed the same as his free and voluntary act and deed for the uses and purposes mentioned therein.

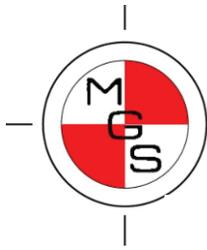
GIVEN under my hand and official seal this 8th day of November, 1976

FILED FOR RECORD  
CLARK CO. WASH.  
Pioneer National Title Ins. Co.  
NOV 15 12 38 PM '76

[Signature]  
NOTARY PUBLIC in and for the State of  
Washington, residing at Vancouver

Return to:  
DICK FOX City B/W Agent

AUDITOR  
RON DOTZAUER



**MINISTER-GLAESER  
SURVEYING INC.**

*2200 E. Evergreen Blvd., Vancouver, Washington 98661  
(360) 694-3313 (360) 694-8410 FAX*

**EXHIBIT "B"  
SANITARY SEWER EASEMENT AREA OF VACATION**

Vacation of a portion of that certain sanitary sewer easement recorded under Auditor's File No. G743276, records of Clark County, Washington lying within Lot 20 and Lot 21 of "PARK MEADOW" according to the plat thereof recorded in Book 312 of plats at Page 306, records of Clark County, Washington. Area of Vacation more particularly described as follows.

**BEGINNING** at the Southeast corner of Lot 20 of said "PARK MEADOW";

Thence North  $01^{\circ}19'14''$  East, 142.43 feet;

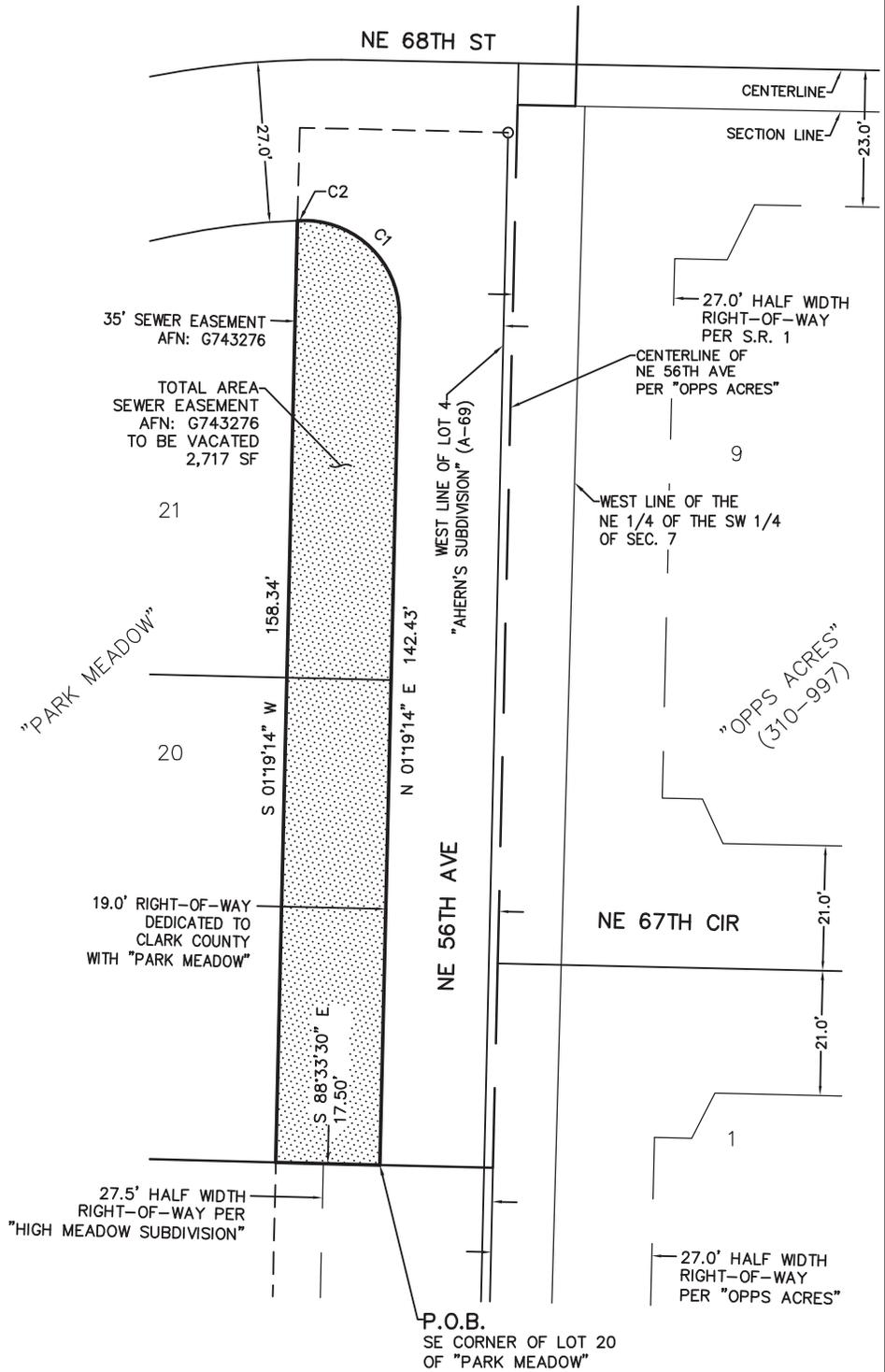
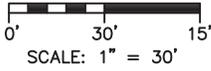
Thence along the arc of a tangent 16.00 foot radius curve to the left, the long chord of which bears North  $45^{\circ}13'23''$  West, for a chord distance of 23.23 feet through a central angle of  $93^{\circ}05'14''$ , for an arc distance of 25.99 feet;

Thence along a compound 123.00 foot radius curve to the left, the long chord of which bears South  $88^{\circ}05'05''$  West, for a chord distance of 0.64 feet through a central angle of  $00^{\circ}17'50''$ , for an arc distance of 0.64 feet;

Thence South  $01^{\circ}19'14''$  West, 158.34 feet;

Thence South  $88^{\circ}33'30''$  East, 17.50 feet to the **POINT OF BEGINNING**.

Containing 2,717 square feet, more or less.



CURVE TABLE				
CURVE	RADIUS	DELTA	ARC DIST.	CHORD BEARING
C1	16.00'	93°05'14"	25.99'	N 45°13'23" W
C2	123.00'	0°17'50"	0.64'	S 88°05'05" W
				CHORD DIST.
				23.23'
				0.64'

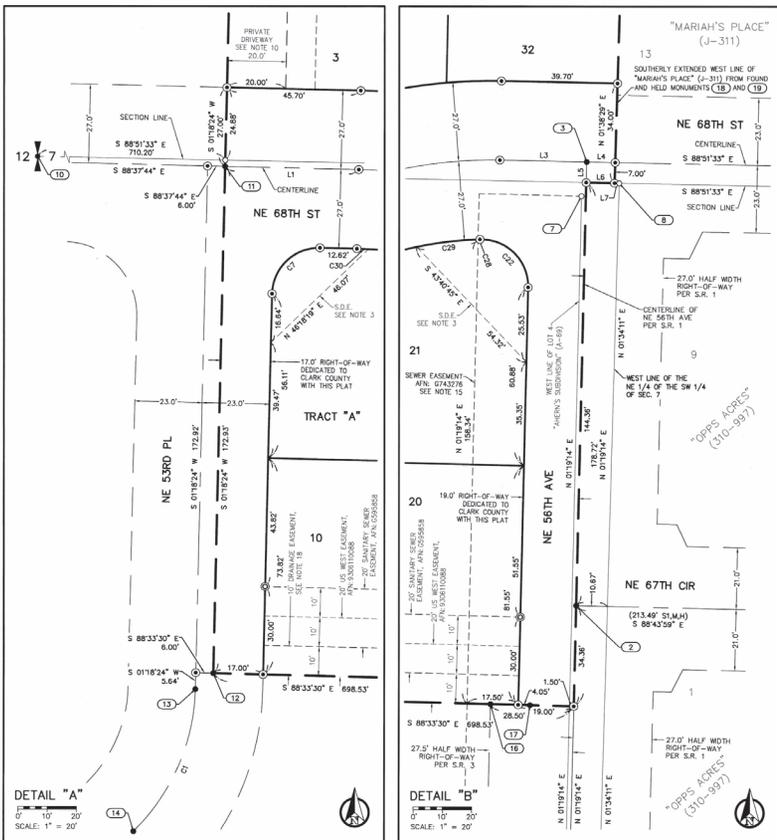
**MINISTER-GLAESER**  
**SURVEYING INC.**  
 2200 E. EVERGREEN BLVD.  
 VANCOUVER, WA 98661  
 (360) 694-3313

**EXHIBIT " C "**  
**SANITARY SEWER EASEMENT**  
**AREA OF VACATION**

SCALE: 1"=30'  
 JOB NO. 23-214  
 DATE: 02-01-2024  
 DWG FILE: 23214L2  
 DRAWN BY: CTP  
 SHEET: 1 OF 1

**PLAT NOTES:**

- PRIOR TO ISSUANCE OF OCCUPANCY PERMITS, SIDEWALKS SHALL BE CONSTRUCTED ALONG ALL THE RESPECTIVE LOT FRONTS.
- AN EASEMENT IS HEREBY RESERVED UPON AND UPON ALL TRACTS AND THE EXTERIOR SIX FEET OF ALL BOUNDARY LINES OF THE LOTS AND TRACTS ADJACENT TO PUBLIC HIGHWAYS, ROADS AND SIX (6) FEET ADJACENT TO ACCESS/UTILITY EASEMENTS FOR THE INSTALLATION, CONSTRUCTION, REPAIRING, OPERATING AND MAINTAINING OF WATER AND SEWER MAINS, WATER AND PUBLIC WATER EASEMENT. ALL LOTS CONTAINING PADMOUNT TRANSFORMERS ARE SUBJECT TO THE MINIMUM CLEARANCE REQUIREMENTS AS SHOWN IN THE PLAT. ALL PROPOSED BUILDING DESIGNS ON THESE LOTS MUST PROVIDE ADEQUATE CLEARANCE FOR ALL CONTIGUOUS MAINS. ALSO, A SEWER EASEMENT, AS NECESSARY TO COMPLY WITH ADA SLOPE REQUIREMENTS, SHALL BE RESERVED UPON THE EXTERIOR SIX (6) FEET ALONG THE FRONT BOUNDARY LINES OF ALL LOTS AND TRACTS ADJACENT TO PUBLIC STREETS.
- SIGHT DISTANCE EASEMENT GRANTED AND CONVEYED TO THE PARK MEADOW OF VANCOUVER HOMEOWNERS ASSOCIATION WITH THIS PLAT. SIGHT DISTANCE TRIANGLES SHALL BE MAINTAINED.
- ROOF AND CRAWL SPACE DRAINS FOR ALL LOTS OF THE DEVELOPMENT SHALL BE INSTALLED IN ACCORDANCE WITH THE APPROVED AS-BUILT PLANS, UNLESS A REVISED PLAN IS APPROVED BY THE COUNTY. THESE STORMWATER SYSTEMS WILL BE OWNED AND MAINTAINED BY THE PROPERTY OWNER(S) ON WHOSE LOT THE STORMWATER SYSTEM IS LOCATED.
- THE FOLLOWING PARTY(S) IS RESPONSIBLE FOR LONG-TERM MAINTENANCE OF THE PRIVATELY OWNED STORMWATER FACILITIES: PARK MEADOW OF VANCOUVER HOMEOWNERS ASSOCIATION.
- THE PROPERTY OWNERS SHALL NOT ALTER OR ADVERSELY IMPACT THE COUNTY OWNED DRAINAGE FACILITY ALONG THE SOUTHERN BOUNDARY LINE OF THIS SUBDIVISION.
- IF ANY CULTURAL RESOURCES AND/OR HUMAN REMAINS ARE DISCOVERED IN THE COURSE OF UNDERTAKING THE DEVELOPMENT ACTIVITY, THE DEPARTMENT OF ARCHAEOLOGY AND HISTORIC PRESERVATION IN CLATSOP AND CLATSOP COUNTY COMMUNITY DEVELOPMENT SHALL BE NOTIFIED. FAILURE TO COMPLY WITH THESE STATE REQUIREMENTS MAY CONSTITUTE A CLASS C VIOLATION, SUBJECT TO IMPROVEMENT AND/OR FINES.
- IN ACCORDANCE WITH CCC CHAPTER 40.810, IMPACT FEES SHALL BE ASSESSED FOR IMPLICATIONS ON SCHOOLS, PARKS AND TRANSPORTATION FACILITIES BASED FOR THE FOLLOWING DISTRICTS: VANCOUVER SCHOOL DISTRICT (VSD), PARK DISTRICT 7 (PD) AND ORGANIC SUB-AREA (OS). CONSISTENT WITH CCC 40.610.040, IMPACT FEES ARE CALCULATED USING THE RATES IN EFFECT AT THE TIME OF BUILDING PERMIT ISSUANCE.
- TRACT "A" IS A PUBLIC STORMWATER FACILITY CONVEYED TO CLARK COUNTY WITH THIS PLAT.
- PRIVATE DRIVEWAY AND UTILITY EASEMENT GRANTED AND CONVEYED WITH THIS PLAT TO BENEFIT LOTS 1, 2 AND 3 OF THIS PLAT. THE OWNERS OF LOTS 1, 2 AND 3 SHALL SHARE EQUALLY THE MAINTENANCE COSTS OF THE PRIVATE DRIVEWAY.
- 3,600 SQUARE FOOT, MORE OR LESS, PRIVATE DRIVEWAY AND UTILITY EASEMENT GRANTED AND CONVEYED WITH THIS PLAT TO BENEFIT LOTS 22, 23, 24 AND 25 OF THIS PLAT. THE OWNERS OF LOTS 22, 23, 24 AND 25 SHALL SHARE EQUALLY THE MAINTENANCE COSTS OF THE PRIVATE DRIVEWAY, ALSO TOGETHER WITH A PRIVATE STORMWATER DRAINAGE EASEMENT GRANTED AND CONVEYED TO THE PARK MEADOW OF VANCOUVER HOMEOWNERS ASSOCIATION WITH THIS PLAT OVER ITS ENTIRETY, ALSO TOGETHER WITH A PUBLIC STORMWATER EASEMENT TO CLARK COUNTY FOR INSPECTION PURPOSES ONLY OVER ITS ENTIRETY.
- PRIVATE DRIVEWAY AND UTILITY EASEMENT GRANTED AND CONVEYED WITH THIS PLAT TO BENEFIT LOTS 28 AND 29 OF THIS PLAT. THE OWNERS OF LOTS 28 AND 29 SHALL SHARE EQUALLY THE MAINTENANCE COSTS OF THE PRIVATE DRIVEWAY, ALSO TOGETHER WITH A PRIVATE STORMWATER DRAINAGE EASEMENT GRANTED AND CONVEYED TO THE PARK MEADOW OF VANCOUVER HOMEOWNERS ASSOCIATION WITH THIS PLAT OVER ITS ENTIRETY, ALSO TOGETHER WITH A PUBLIC STORMWATER EASEMENT TO CLARK COUNTY FOR INSPECTION PURPOSES ONLY OVER ITS ENTIRETY.
- THE DEVELOPER RETAINS THE OPTION TO ACCESS LOT 32 VIA SAID PRIVATE DRIVEWAY EASEMENT. IF DONE SO ALL RIGHTS TO THE PRIVATE DRIVEWAY EASEMENT SHALL ALSO BE GRANTED AND CONVEYED TO LOT 32 AND LOT 33 SHALL SHARE EQUALLY WITH LOTS 30 AND 31 THE MAINTENANCE COSTS OF THE PRIVATE DRIVEWAY. IF THE DEVELOPER GRANTS LAMINA VEHICULAR ACCESS TO LOT 32 FROM NE 68TH STREET ALL CURRENT AND FUTURE CLAIM OF RIGHTS TO AND USE OF THE PRIVATE DRIVEWAY EASEMENT BY LOT 32 ARE FORFEITED.
- PRIVATE STORMWATER DRAINAGE EASEMENT GRANTED AND CONVEYED TO THE PARK MEADOW OF VANCOUVER HOMEOWNERS ASSOCIATION WITH THIS PLAT, ALSO TOGETHER WITH A PUBLIC STORMWATER EASEMENT TO CLARK COUNTY FOR INSPECTION PURPOSES ONLY. EACH INDIVIDUAL LOT OWNER SHALL MAINTAIN THE STORMWATER FACILITIES WITHIN THE EASEMENT AREA TO THE EXTENT SUCH FACILITIES ARE LOCATED ON THE OWNERS LOT.
- 2,717 SQUARE FOOT, MORE OR LESS, PORTION OF EXISTING SANITARY SEWER EASEMENT GRAZER WITH LOTS 20 AND 21 TO BE VACATED BY THE CITY OF VANCOUVER BY SEPARATE INSTRUMENT AFTER THE RECORDING OF THIS PLAT. SEE DETAIL "B" ON SHEET 1.
- WALL EASEMENTS GRANTED AND CONVEYED WITH THIS PLAT. MAINTENANCE AND REPAIR OF RETAINING WALLS WITHIN THE LOTS IS ADDRESSED IN THE DECLARATION OF COVENANTS, CONDITIONS, RESTRICTIONS AND EASEMENTS FOR PARK MEADOW RECORDED WITH THIS PLAT.
- PUBLIC EASEMENT TO THE CITY OF VANCOUVER. THE EASEMENTS SHOWN AND CALLED OUT RELATED TO CITY OF VANCOUVER WATER AND SANITARY SEWER UTILITIES ARE GRANTED FOR THE FOLLOWING PURPOSES: CONSTRUCTING, INSTALLING, RECONSTRUCTING, ENLARGING, EXTENDING, REPAIRING, OPERATING, AND MAINTAINING OF ALL PIPE LINES AND APPURTENANCES, AND PROVIDING NEW SERVICE TO USERS OF SUCH SERVICE AS AUTHORIZED AND PERMITTED BY THE CITY OF VANCOUVER. THE CITY OF VANCOUVER GRANTS HEREIN, AND ITS AGENTS AND CONTRACTORS WILL HAVE THE RIGHT TO ENTER UPON THE PREMISES FOR SUCH PURPOSES. THE GRANTOR(S), ITS EXECUTORS, AGENTS, ASSIGNS AND SUCCESSORS IN INTEREST AGREE, AND CONVEY TO OBTAIN WRITTEN CONSENT FROM THE CITY OF VANCOUVER PRIOR TO ALLOWING THE CONSTRUCTION OF ANY IMPROVEMENTS, OR PRIOR TO PLANTING TREES OR OTHER TYPES OF VEGETATION, UPON THE PERMANENT EASEMENT AREA DESCRIBED AND SHOWN HEREIN.
- 10' WIDE DRAINAGE EASEMENT GRANTED AND CONVEYED TO CLARK COUNTY WITH THIS PLAT. THE PROPERTY OWNERS SHALL NOT ALTER OR ADVERSELY IMPACT THE DRAINAGE EASEMENT AREA.



**DECLARANT DECLARATION:**  
 THE UNDERSIGNED OWNER OR OWNERS OF THE INTEREST IN THE REAL ESTATE DESCRIBED HEREIN HEREBY DECLARE THIS MAP AND DEDICATE THE SAME FOR A COMMON INTEREST COMMUNITY NAMED "PARK MEADOW" PLAT COMMUNITY, AS THAT TERM IS DEFINED IN THE WASHINGTON UNIFORM COMMON INTEREST OWNERSHIP ACT, SOLELY TO MEET THE REQUIREMENTS OF THE WASHINGTON UNIFORM COMMON INTEREST OWNERSHIP ACT AND NOT FOR ANY PUBLIC PURPOSE. THIS MAP AND ANY PORTION THEREOF IS RESTRICTED BY LAW AND THE DECLARATION FOR "PARK MEADOW" RECORDED UNDER CLARK COUNTY RECORDING # 212588.

BY: David Lampe, Manager, 4/21/2024

**ACKNOWLEDGMENT:**  
 STATE OF WASHINGTON  
 COUNTY OF CLATSOP

BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF WASHINGTON, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED \_\_\_\_\_ TO ME KNOWN TO BE THE \_\_\_\_\_ MANAGER OF \_\_\_\_\_ THE ENTITY THAT EXECUTED THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED THE SAID INSTRUMENT TO BE THE FREE AND VOLUNTARY ACT AND DEED OF THE SAID ENTITY, FOR THE USES AND PURPOSES THEREIN MENTIONED, AND ON OATH STATED THAT HE IS AUTHORIZED TO EXECUTE THE SAID INSTRUMENT ON BEHALF OF THE SAID ENTITY.

WITNESS MY HAND AND SEAL HERETO AFFIXED ON THIS 25 DAY OF April, 2024.

SIGNED: \_\_\_\_\_ NOTARY PUBLIC IN AND FOR THE STATE OF WASHINGTON  
 RESIDING IN \_\_\_\_\_  
 MY COMMISSION EXPIRES: 06-28-2026  
 PRINT NOTARY NAME: Deanna K. Haake

DEANNA K. HAAKE  
 NOTARY PUBLIC #156692  
 STATE OF WASHINGTON  
 COMMISSION EXPIRES  
 JUNE 29, 2025

MINISTER AND GLAESER SURVEYING, INC. MAKES NO WARRANTIES AS TO MATTERS OF UNWRITTEN TITLE SUCH AS ADVERSE POSSESSION, ACQUISITION, ESTOPPLE, ETC.

A FIELD TRAVERSE WAS PERFORMED USING A THREE SECOND TOTAL STATION. THE FIELD TRAVERSE MET THE MINIMUM STANDARDS FOR SURVEYS AS DESCRIBED IN WAC 332-130-020. FOUR CORNERS WERE TIED RADIALLY FROM SAID TRAVERSE. ALL CORNERS NOTED AS FOUND WERE VISITED ON 08-23-2022.

**MONUMENT TABLE:**

- FOUND 1/2" IRON ROD W/P.P.C. "DENNY 20451", HELD, PER S.R. 1
- FOUND 1/2" IRON ROD W/P.P.C. "DENNY 20451", HELD, PER S.R. 1
- FOUND 1/2" IRON ROD W/P.P.C. "DENNY 20451", HELD, PER S.R. 1
- FOUND 1/2" IRON ROD W/P.P.C. "DENNY 20451", HELD, PER S.R. 1
- FOUND AND HELD CLARK COUNTY CONCRETE MONUMENT W/BRASS CAP AT THE SW CORNER OF THE NE 1/4 SW 1/4 OF SEC. 7, SET TO REPLACE 7"O.D. NAIL WITH SHINER" AS SHOWN IN S.R. 4, SEC. 7, L.C.R. BK. 12, PG. 157
- CALCULATED POSITION PER S.R. 1, OF A CONCRETE MONUMENT W/BRASS CAP AS SHOWN IN S.R. 4 AT THE SW CORNER OF LOT 4 OF "MARIAS' SUBDIVISION" (A-69)
- CALCULATED POSITION PER S.R. 1, OF A 3/4" IRON PIPE AS SHOWN IN S.R. 4 AT THE NW CORNER OF LOT 4 OF "MARIAS' SUBDIVISION" (A-69) AND AT THE NORTHEAST CORNER HARTIGAN CLAIM
- CALCULATED POSITION PER S.R. 1, OF A CLARK COUNTY CONCRETE MONUMENT W/BRASS CAP AT THE NW CORNER OF THE NE 1/4 SW 1/4 OF SEC. 7, NO EVIDENCE OF MONUMENT FOUND DURING THIS SURVEY, SEE L.C.R. BK. 3, PG. 86
- CALCULATED POSITION PER S.R. 1, S. 89°31'33" E (1319.35' SL)H FROM POINT (3)
- FOUND AND HELD 3-1/2" BRASS DISK "72N, RIE 512, R2E 57, D.DENNY 20417" SEE L.C.R. BK. 14, PG. 14 S. 89°31'33" E (1420.08' 52.4) TO POINT (3)
- FOUND 1/2" IRON ROD W/P.P.C. LLEGBLE, HELD, PER S.R. 2 AND 8
- FOUND 5/8" IRON ROD, W/P.P.C. LLEGBLE, HELD, PER S.R. 2
- FOUND 1/2" IRON ROD, NO CAP, HELD, PER S.R. 3
- FOUND 1/2" IRON ROD W/P.P.C. "BETHLE 28460", HELD, PER S.R. 3
- FOUND 1/2" IRON ROD W/P.P.C. "BETHLE 28460", HELD, PER S.R. 3
- FOUND 1/2" IRON ROD W/P.P.C. "BETHLE 28460", HELD, PER S.R. 3
- FOUND 5/8" IRON ROD, W/P.P.C. LLEGBLE, HELD FOR NORTHERN PER S.R. 2
- FOUND 1/2" IRON ROD W/P.P.C. "HART 12974", HELD FOR WEST LINE OF "MARIAS' PLACE" (J-311), S.R. 6, 1.30' WEST OF CALCULATED POSITION
- FOUND 3/4" IRON PIPE, HELD FOR NORTHERN PER S.R. 5 AND 6, N 89°06'16" W 0.33' FROM THE NE CORNER OF LOT 32 OF THIS PLAT
- FOUND 3/4" IRON PIPE, HELD FOR NORTHERN PER S.R. 5 AND 7
- FOUND 1/2" IRON ROD W/P.P.C. "LAWSON 11889", HELD, PER S.R. 7
- FOUND 1/2" IRON ROD W/P.P.C. "LAWSON 11889", HELD, PER S.R. 7
- FOUND 1/2" IRON ROD W/P.P.C. "LAWSON 11889", HELD, PER S.R. 7
- FOUND 1/2" IRON ROD W/P.P.C. "LAWSON 11889", HELD, PER S.R. 7
- FOUND 1/2" IRON ROD W/P.P.C. "LAWSON 11889", HELD, PER S.R. 7

**SURVEY REFERENCES:**

- "OPPS ACRES", BK. 310, PG. 997
- BESIDA SURVEY, BK. 054, PG. 089
- "PARK MEADOW SUBDIVISION", BK. 311, PG. 455
- MONTHLY SURVEY, BK. 024, PG. 054
- "HARTIGAN ESTABLISHMENT", BK. "07", PG. 417
- "MARIAS' PLACE", BK. "07", PG. 311
- "CANTON RIDGE", BK. "07", PG. 417
- "COLD CREEK HEIGHTS", BK. "04", PG. 812

**DEED REFERENCE:**  
 GRANTEE: DAVID LAMPE  
 GRANTEE: PARK MEADOW, LLC  
 APN: 612406  
 DATE: 06/07/2023

**SHEET INDEX:**  
 SHEET 1: DETAILS MONUMENT TABLE  
 SHEET 2: SUBDIVISION LINE AND CURVE TABLE CURVE MONUMENT TABLE SQUARE FOOT TABLE FENCE TABLE

- LEGEND:**
- INDICATES MONUMENT FOUND AS NOTED
  - INDICATES CALCULATED POSITION
  - ⊙ INDICATES 1/2" x 24" REBAR WITH YELLOW PLASTIC CAP INSCRIBED "PEARCE 44347", SET JAN. 2024
  - ⊕ INDICATES 1/2" x 24" REBAR WITH YELLOW PLASTIC CAP INSCRIBED "PEARCE 44347", SET AS WITNESS CORNER JAN. 2024
  - ⊖ INDICATES 1-1/8" COPPER DISK WITH PUNCH INSCRIBED "PEARCE 44347", SET JAN. 2024
  - ⊗ INDICATES ROOF NAIL WITH BRASS WASHER INSCRIBED "PEARCE 44347" SET IN CURB ON A PROJECTION OF THE LOT LINE. SEE "CURB MONUMENT TABLE" FOR DISTANCE FROM FRONT LOT CORNER
  - (DATA 5) INDICATES RECORD DATA PER SURVEY REFERENCE NUMBER
  - (H) INDICATES HELD RECORD DISTANCE
  - (M) INDICATES MEASURED DISTANCE
  - APN: INDICATES AUDITOR'S FILE NUMBER
  - BK: INDICATES BOOK
  - PG: INDICATES PAGE
  - W/P: INDICATES WITH
  - W/P.C. INDICATES WITH YELLOW PLASTIC CAP
  - O.P.C. INDICATES ORANGE PLASTIC CAP
  - L.C.R. INDICATES LAND CORNER RECORD
  - SEC. INDICATES SECTION
  - S.R. INDICATES SURVEY REFERENCE
  - S.F. INDICATES SQUARE FEET
  - S.D.E. INDICATES SIGHT DISTANCE EASEMENT
  - (T) INDICATES MONUMENT TABLE NUMBER
  - (L) INDICATES FENCE TABLE LETTER
  - INDICATES HOOD FENCE LINE
  - INDICATES CHAINLINK FENCE LINE
  - Ⓢ INDICATES ABANDONED SEPTIC SYSTEM

**PARK MEADOW**

A SUBDIVISION IN A PORTION OF THE HARTIGAN HOMESTEAD CLAIM NO. 334, LOCATED IN THE SW 1/4 OF THE NW 1/4, AND THE NW 1/4 OF THE SW 1/4 OF SECTION 7, T. 2 N., R. 2 E., W.M. CLARK COUNTY, WASHINGTON

**CLARK COUNTY PLANNING DIRECTOR:**  
 APPROVED BY: Primo Davis (KS) 5-1-2024  
 PLANNING DIRECTOR DATE

**CLARK COUNTY ASSESSOR:**  
 THIS PLAT MEETS THE REQUIREMENTS OF RCW 58.17.170, LAWS OF WASHINGTON, 1981, TO BE KNOWN AS PARK MEADOW  
 PLAT NO. 611938-14 CLARK COUNTY, WASHINGTON.

APPROVED BY: Peter W. Urbach by Hand 5-2-2024  
 CLARK COUNTY ASSESSOR DATE

**CLARK COUNTY MANAGER:**  
 APPROVED AND ACCEPTED BY THE COUNTY MANAGER, CLARK COUNTY, WASHINGTON THIS 25th DAY OF May 2024.

Kathleen Ebo  
 CLARK COUNTY MANAGER

**CLARK COUNTY ENGINEER:**  
Ken Fisher (KS) 5-1-2024  
 CLARK COUNTY ENGINEER DATE

**AUDITOR'S CERTIFICATE:**  
 FILED FOR RECORD THIS 2nd DAY OF May 2024  
 AT 10 O'CLOCK (AM) PM, IN BOOK 312 OF PLATS, AT PAGE 306  
 AT THE REQUEST OF PARK MEADOW LLC  
 AUDITOR'S FILE NUMBER 611938-14  
David Lampe  
 CLARK COUNTY AUDITOR

**SURVEYOR'S CERTIFICATE:**  
 THIS MAP CORRECTLY REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECTION IN CONFORMANCE WITH THE REQUIREMENTS OF THE SURVEY REORDERING ACT AT THE REQUEST OF PARK MEADOW LLC IN JUNE, 2023. I HEREBY CERTIFY THAT THIS MAP FOR "PARK MEADOW" IS BASED UPON AN ACTUAL SURVEY OF THE PROPERTY HERIN DESCRIBED, THAT THE BEARINGS AND DISTANCES ARE CORRECTLY SHOWN, THAT ALL INFORMATION REQUIRED BY THE WASHINGTON UNIFORM COMMON INTEREST OWNERSHIP ACT IS SUPPLIED HEREIN, AND THAT ALL HORIZONTAL AND VERTICAL BOUNDARIES OF THE UNITS, TO THE EXTENT SUCH BOUNDARIES ARE NOT DEFINED BY PHYSICAL MONUMENTS, SUCH BOUNDARIES ARE SHOWN ON THE MAP.

Charles T. Pearce  
 CHARLES T. PEARCE, PROFESSIONAL LAND SURVEYOR, DATE  
 PLAT NO. 44347



**ACKNOWLEDGMENT:**  
 STATE OF WASHINGTON  
 COUNTY OF CLATSOP

I CERTIFY THAT I KNOW OR HAVE SATISFACTORY EVIDENCE THAT CHARLES T. PEARCE IS THE PERSON WHO APPEARED BEFORE ME, AND SAID PERSON ACKNOWLEDGED THAT HE SIGNED THIS INSTRUMENT AND ACKNOWLEDGED IT TO BE HIS FREE AND VOLUNTARY ACT FOR THE USES AND PURPOSES MENTIONED IN THE INSTRUMENT.

WITNESS MY HAND AND SEAL HERETO AFFIXED ON THIS 24 DAY OF April 2024.

SIGNED: \_\_\_\_\_ NOTARY PUBLIC IN AND FOR THE STATE OF WASHINGTON  
 RESIDING IN \_\_\_\_\_  
 MY COMMISSION EXPIRES: 06-28-2026  
 PRINT NOTARY NAME: Deanna K. Haake

DEANNA K. HAAKE  
 NOTARY PUBLIC #156692  
 STATE OF WASHINGTON  
 COMMISSION EXPIRES  
 JUNE 29, 2025

MINISTER-GLAESER SURVEYING, INC.  
 2200 E. EVERGREEN BLVD.  
 VANCOUVER, WA 98661  
 (360) 694-3313

JOB NO.: 23-214  
 DWG FILE: 23214  
 DATE: 04-24-24  
 CALC BY: CTP  
 DRAWN BY: CTP  
 CHECKED BY: RDH  
 SHEET 1 OF 2

**Staff Report: 128-24**

**TO:** Mayor and City Council

**FROM:** Eric Holmes, City Manager

**DATE:** 7/1/2024

**SUBJECT** Felida Park Senior Housing and PACE Facility - Connecting Housing to Infrastructure Program Award

**Key Points**

- The City of Vancouver received \$3.49 million in Connecting Housing to Infrastructure Program (CHIP) funding from the Washington State Department of Commerce during the 2023 grant cycle to support the development of affordable housing through system development charges (SDC) and water and sewer infrastructure development.
- Specialized Housing Inc. has requested the City of Vancouver administer a \$949,473 CHIP grant, originally awarded to Clark County, which will support the Felida Park Senior Housing Project and the PACE facility.
- The Felida Park Senior Housing Project will provide 65 units of affordable housing for seniors earning at or below 50% of the area median income (AMI), with 33 units set aside for households earning at or below 30% AMI.
- This project is located outside Vancouver city limits but in Clark County. However, Clark County Community Development stated that they do not have the internal resources or capacity to manage the grant award. The City of Vancouver does have this capacity.
- The City of Vancouver will receive a management fee of \$28,484.19 (3% of the total award amount) to cover the costs associated with managing this grant.

**Strategic Plan Alignment**

**Housing and Human Needs** – meeting basic needs and partnering with organizations to support the community.

**Present Situation**

In 2023, the Washington State Department of Commerce opened its application for the Connecting Housing to Infrastructure Program (CHIP). CHIP supports the development of affordable housing through providing funding for system development charges (SDC) and water and sewer infrastructure development. In January 2024, the City of Vancouver received \$3.49 million in CHIP funding for four housing projects.

In early 2024, Specialized Housing Inc. approached the City of Vancouver to request administration of the infrastructure portion of their CHIP grant totaling \$949,473, originally awarded to Clark County. Clark County has indicated their inability to manage the grant due to a lack of capacity. Specialized Housing, Inc. received a total CHIP grant award of \$1,430,283, of which \$949,473 will support infrastructure development and the remaining \$480,810 will pay for system development charges (SDC). Clark County Public Works will remain responsible for the SDC portion of this grant.

This CHIP award will support the development of affordable senior housing and a Program of All-Inclusive Care for the Elderly (PACE) facility, the only one of its kind in Clark County. The project will provide 65 units of affordable housing for seniors earning at or below 50% of the area median income (AMI), with 33 units set aside for households earning at or below 30% AMI. This project is also supported by the Housing Trust Fund (HTF) and Low Income Housing Tax Credits (LIHTC) funding.

The Washington State Department of Commerce has provided an award letter reallocating the grant to the City of Vancouver. The grant award can only be used for the Felida Park Senior Housing Project, which is located in Clark County but outside city limits. The City of Vancouver will receive a management fee of \$28,484.19 (3% of the total award amount) paid by the developer to cover the costs associated with managing this grant. The funds will be provided to the developer as a low-interest loan. The City of Vancouver would be responsible for the administration of this loan. The Washington State Department of Commerce is responsible for the ongoing monitoring of this project.

### **Advantage(s)**

Contribute 65 units of affordable housing for seniors, which eases the housing burden within city limits.

### **Disadvantage(s)**

None

### **Budget Impact**

The acceptance of the \$949,473 CHIP grant will be accompanied by an administrative fee of \$28,484.19, which will cover the costs associated with managing the grant. The budget will need to be amended to include expenditures funded by the grant.

### **Prior Council Review**

None

### **Action Requested**

Approve a resolution authorizing the City of Vancouver to accept and administer the \$949,473 CHIP grant for the Felida Park Senior Housing Project and the PACE facility, and to approve the reallocation of this award from Clark County.

*Hayley Woodbridge, Associate Housing Project Coordinator, 360-487-7867; Samantha Whitley, Housing Programs Manager, 360-487-7952*

**ATTACHMENTS:**

- ▣ Resolution
- ▣ Award Letter- Vancouver Felida Park Sr. Housing.pdf
- ▣ Fee Letter from Specialized Housing Inc

July 1, 2024

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION relating to low-income housing; providing for acceptance of the 2023 Connecting Housing through Infrastructure Program (CHIP) funding award for the Felida Park Senior Housing and PACE Facility project and authorizing the City Manager to execute agreements and other related documents on behalf of the City of Vancouver for this award.

WHEREAS, Specialized Housing Inc. approached the City of Vancouver in early 2024 requesting the City administer their \$949,473 CHIP grant, which was awarded to Clark County, due to Clark County's lack of capacity to manage the grant; and

WHEREAS, the CHIP grant will support the Felida Park Senior Housing Project and the Program of All-Inclusive Care for the Elderly (PACE) facility, providing 65 units of affordable housing for seniors earning at or below 50% of the area median income (AMI), with 33 units set aside for households earning at or below 30% AMI; and

WHEREAS, the Washington State Department of Commerce has provided an award letter reallocating the grant to the City of Vancouver; and

WHEREAS, the City of Vancouver will receive an administrative fee of \$28,484.19 (3% of the total award amount) to cover the costs associated with managing the grant.

NOW, THEREFORE,

BE IT RESOLVED BY THE CITY OF VANCOUVER:

Section 1. The recitals set forth above are adopted as findings supporting the action of the City Council in adopting this resolution.

**RESOLUTION - 1**

Section 2. The CHIP Award for Felida Park Senior Housing and PACE Facility totaling \$949,473, attached hereto as Exhibit A and incorporated by reference, is hereby accepted.

Section 3. The City Manager is hereby authorized to execute agreements and other related documents on behalf of the City of Vancouver to accept the CHIP Award for the Felida Park Senior Housing project as referenced in the preceding section, and take any action consistent with and to enforce the terms thereof.

ADOPTED at regular session of the Council of the City of Vancouver, this 1st day of July 2024.

\_\_\_\_\_

Anne McEnery-Ogle, Mayor

Attest:

\_\_\_\_\_  
Natasha Ramras, City Clerk

Approved as to form:

\_\_\_\_\_  
Jonathan Young, City Attorney

**RESOLUTION - 2**



STATE OF WASHINGTON

DEPARTMENT OF COMMERCE

1011 Plum Street SE • PO Box 42525 • Olympia, Washington 98504-2525 • (360) 725-4000  
[www.commerce.wa.gov](http://www.commerce.wa.gov)

May 13, 2024

City of Vancouver

415 W 6th St Vancouver, WA 98660

Delivered via Email to Eric Holmes, City Manager: [cdbg@cityofvancouver.us](mailto:cdbg@cityofvancouver.us)

RE: Connecting Housing to Infrastructure (CHIP) Grant

Dear CHIP recipient:

I am pleased to inform you that the Felida Park Senior Housing + PACE project has been awarded \$1,430,283 in grant funds from the Connecting Housing to Infrastructure (CHIP) grant program. This award is made to Clark County for the system development charge reimbursement of \$480,810 and Clark County has now transferred \$949,473 to the city of Vancouver as the sponsoring jurisdiction for the water, sewer and stormwater utility improvements. Funding for this program is provided from the State Building Construction Account, and your grant will be governed by state building construction account rules. Projects funded with State Building Construction Account funds may only be used to cover eligible costs incurred during the period of July 1 2023, thru June 30, 2027, subject to re-appropriation by the Legislature. If re-appropriated, the project must be completed and invoiced by June 30, 2027.

This grant will be administered by the Washington Department of Commerce, Growth Management Services (GMS) unit. Before we disburse the funds, a contract with an agreed upon scope of work and budget will need to be executed between your organization and the Department of Commerce.

All pre-contracting requirements must be met prior to executing a contract and before drawing down any grant funds. If not already provided, these may include:

- Proof of site control.
- Commitment of other funds, and a project schedule showing affordable housing development be able to begin construction within 24 months of the grant award.
- Documentation of a program that will monitor affordability of units for a minimum of 25 years or securitization (covenant and/or note and deed of trust for affordable

housing units) if no other partner.

- For awards for system development charges, documentation of waived charges/fees or a letter of commitment that the fees will be waived and the timeframe for such waiver.
- For requests for utility improvement funding, documentation of state commercial prevailing wages on the utility portion of the affordable housing project. Also, for the purposes of utility contracts, you may subcontract, provided that a competitive process is used, and all contract requirements flow down to the subcontractor.
- Documentation of consultation with Department of Archeology and Historic Preservation (DAHP) and affected tribes is completed or in process, consistent with GEO 21-02. With this letter, Commerce delegates consultation authority to the grantee. Please complete the EZ-1 form and submit to DAHP, and ensure Commerce is included in subsequent communications.
- Risk assessment survey, if requested.
- Proof of insurance coverage, if requested by Commerce.

Once all pre-contracting requirements have been met, a contract will be prepared and sent to you for signature via DocuSign. Once executed, we will send the fully executed contract, along with invoicing instructions, and you will have access to the funds. This is a reimbursement-style grant, meaning no advance payments are provided, reimbursable costs are those that you or a subcontractor have already incurred.

Mischa Venables from our GMS housing programs will be in touch with you to develop the contract(s) and answer any questions you may have. Her email is [mischa.venables@commerce.wa.gov](mailto:mischa.venables@commerce.wa.gov), and her phone number is 360.725.3088.

Sincerely,



Dave Andersen, AICP  
Managing Director  
Growth Management Services

cc:

Mischa Venables, CHIP Project Manager, Growth Management Services  
Anne Fritzel, AICP, Housing Programs Manager, Growth Management Services



**SPECIALIZED HOUSING, INC.**

*Sent via Email*

Hayley Woodbridge  
Associate Housing Project Coordinator  
Community Development  
City of Vancouver, Washington  
[hayley.woodbridge@cityofvancouver.us](mailto:hayley.woodbridge@cityofvancouver.us)  
360-487-7867

May 21<sup>th</sup>, 2024

Re: Felida Park Senior Housing + PACE, Connecting Housing to Infrastructure Program (CHIP) Award, and City of Vancouver Monitoring Fee

Dear Hayley Woodbridge:

Specialized Housing Inc. (SHI) is the recipient of a total sum of \$1,430,283 in CHIP award funds. This Letter confirms that SHI agrees to provide payment to the City of Vancouver for the monitoring fee amount of 3% or \$28,484.19 from the total of \$949,473 of awarded funds for infrastructure work of the Felida Park Senior Housing + PACE project and for the administration of funds.

For further information or if you have any questions, you may contact me by phone at (503) 469-9248, ext. 1, or by email at [bmccarl@shibrc.com](mailto:bmccarl@shibrc.com).

Sincerely,

Brian McCarl  
Executive Director  
Specialized Housing Inc.

CC: Karina Angulo, SHI Transaction Manager, and Samantha Whitley, City of Vancouver, Community Development Manager

**4140 SW 109<sup>th</sup> Avenue  
Beaverton, Oregon 97005  
(503) 469-9248**



**Item #7.**

**TO:** Mayor and City Council  
**FROM:** Eric Holmes, City Manager  
**DATE:** 7/1/2024

**SUBJECT** Aviation Advisory Committee Appointments

**Present Situation**

The purpose of the Aviation Advisory Committee (AAC) is to provide advice and recommendations to the Airport Manager, City Manager, and City Council, as well as other city departments, regarding the management and operations of the Airport and other aviation related issues affecting Pearson Field Airport and the City of Vancouver.

Council Committee 1 recently interviewed candidates for three full-term vacancies on this committee and recommends the reappointment of Laura Krueger with a term expiration of May 15, 2027, and the appointment of Austin Merle and Joe Ong to full-term positions that would begin immediately and expire May 15, 2027.

Council Committee 2 recently interviewed candidates for this committee and recommends the mid-term appointment of Shon Lindley to a position that would begin immediately and expire May 15, 2025.

If there are no objections, this appointment will be presented for Council action at the at the Monday, July 1, Council meeting.

**Action Requested**

Reappoint Laura Krueger for a full-term with a term expiration of May 15, 2027. Appoint Austin Merle and Joe Ong to full-term positions that would begin immediately and expire May 15, 2027. Lastly, appoint Shon Lindley to a mid-term position that would begin immediately and expire May 15, 2025.

*Council Committee 1 & 2*

**ATTACHMENTS:**



**Item #8.**

**TO:** Mayor and City Council

**FROM:** Eric Holmes, City Manager

**DATE:** 7/1/2024

**SUBJECT** Approval of Claim Vouchers

**Action Requested**

Approve claim vouchers for June 17, 2024.

**ATTACHMENTS:**

- Claim Vouchers for July 1, 2024

**VOUCHER APPROVAL**

We, the undersigned council members of the City of Vancouver, Clark County, Washington, do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers listed below are approved for payment in the amount of:

**\$ 18,464,409.49** this 1st day of July 2024.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
COUNCILMEMBER

\_\_\_\_\_  
AUDITING OFFICER

\_\_\_\_\_  
COUNCILMEMBER

DATE	INCLUSIVE CHECK NUMBERS	CHECK TOTAL
June 10, 2024 - June 23, 2024	Accounts Payable Checks (see attached)	\$ 14,013,079.36
June 10, 2024 - June 23, 2024	Hansen City Payments (see attached)	\$ 27,056.53
June 10, 2024 - June 23, 2024	Visa Refunds (see attached)	\$ 13,392.56
June 10, 2024 - June 23, 2024	Payroll Checks (see attached)	\$ 4,410,881.04
<b>TOTAL</b>		<b>\$ 18,464,409.49</b>

# INVOICE PAYMENTS REPORT

<u>Category</u>	<u>Type</u>	<u>Reference</u>	<u>Date</u>	<u>Amount</u>	<u>Payee</u>	<u>Memo</u>
Supplier Payment	Check	19146	6/10/2024	6,238.04	Aflac	
Supplier Payment	Check	19147	6/10/2024	5,922.00	AFSCME Local #307	
Supplier Payment	Check	19148	6/10/2024	334.00	California State Disbursement Unit	
Supplier Payment	Check	19149	6/10/2024	1,033.50	Chapter 13 - Trustee	
Supplier Payment	Check	19150	6/10/2024	491.00	Hawaii SDU	
Supplier Payment	Check	19151	6/10/2024	774.90	IAM Local #1374	
Supplier Payment	Check	19152	6/10/2024	8,925.18	Life Insurance Company of North America	
Supplier Payment	Check	19153	6/10/2024	1,000.00	MFS Service Center Inc	
Supplier Payment	Check	19154	6/10/2024	4,208.63	OPEIU Local #11	
Supplier Payment	Check	19155	6/10/2024	814.00	Teamsters Local #58	
Supplier Payment	Check	19156	6/10/2024	262.50	UA Local #290	
Supplier Payment	Check	19157	6/10/2024	3,862.20	Western Conference of Teamsters	
Supplier Payment	Check	19158	6/10/2024	1,633.92	Western Metal Industry Pension Plan	
Ad Hoc Payment	Check	19159	6/12/2024	153.14	Bumgardner, Richard or Wendy	Utility Refunds: 0000002082-02
Ad Hoc Payment	Check	19160	6/12/2024	73.39	Burton, Joey or Kathy	Utility Refunds: 0031001800-11
Ad Hoc Payment	Check	19161	6/12/2024	63.74	Gannaway, Michael or Sally	Utility Refunds: 0035033730-04
Ad Hoc Payment	Check	19162	6/12/2024	103.89	Holland, Benjamin or Amy	Utility Refunds: 0000001995-04
Ad Hoc Payment	Check	19163	6/12/2024	128.00	Kiive, Nicholas	Utility Refunds: 0066037123-13
Ad Hoc Payment	Check	19164	6/12/2024	108.37	Nicole Foss or Melody Vickoren	Utility Refunds: 0066040100-07
Ad Hoc Payment	Check	19165	6/12/2024	213.44	Nylund Inc	Utility Refunds: 0022046400-03
Ad Hoc Payment	Check	19166	6/12/2024	205.30	Pacific Tech Construction Inc	Utility Refunds: 0000009126-13
Ad Hoc Payment	Check	19167	6/12/2024	28.77	Parnell, Christian	Utility Refunds: 0000002250-02
Ad Hoc Payment	Check	19168	6/12/2024	51.67	Professional Credit Service	Utility Refunds: 0003000303-01
Ad Hoc Payment	Check	19169	6/12/2024	83.64	Roth, Brian	Utility Refunds: 0000004310-02
Ad Hoc Payment	Check	19170	6/12/2024	347.00	Schwindel, Adam or Laura	Utility Refunds: 0146427400-05
Ad Hoc Payment	Check	19171	6/12/2024	100.06	Siebenthaler, Sharon	Utility Refunds: 0000002385-03
Ad Hoc Payment	Check	19172	6/12/2024	514.90	The Estate of Ward D Daggett	Utility Refunds: 0054025400-03
Supplier Payment	Check	19173	6/12/2024	1,967.50	Accurate Corporate Services Inc	
Supplier Payment	Check	19174	6/12/2024	3,307.50	Action Onsite Inc	
Supplier Payment	Check	19175	6/12/2024	398.23	Action Technology Systems	
Supplier Payment	Check	19176	6/12/2024	15,592.50	Afghan Associates Inc	
Supplier Payment	Check	19177	6/12/2024	2,188.40	A-Line Asphalt Maintenance Inc	
Supplier Payment	Check	19178	6/12/2024	798.00	Allegheny Answering Services	
Supplier Payment	Check	19179	6/12/2024	9,870.70	Allplay Systems LLC	
Supplier Payment	Check	19180	6/12/2024	38,479.80	Alpine Products Inc	
Supplier Payment	Check	19181	6/12/2024	136.00	American Sani-Can	
Supplier Payment	Check	19182	6/12/2024	1,335.00	Amex Products Inc	
Supplier Payment	Check	19183	6/12/2024	7,250.00	Andrew Prochniak	
Supplier Payment	Check	19184	6/12/2024	40,267.00	Arborscape Ltd Inc	
Supplier Payment	Check	19185	6/12/2024	5,000.00	Athlactron Holding	
Supplier Payment	Check	19186	6/12/2024	143.56	Brownells Inc	
Supplier Payment	Check	19187	6/12/2024	363.00	BSK Associates - Remit-To: Supplier BSK Associates	
Supplier Payment	Check	19188	6/12/2024	23,583.73	CECO Inc	
Supplier Payment	Check	19189	6/12/2024	11,832.15	Cellco Partnership - Remit-To: Cellco - Dallas	

\*Please contact Procurement Services if you would like to review the justification for EMERGENCY procurement.

# INVOICE PAYMENTS REPORT

<u>Category</u>	<u>Type</u>	<u>Reference</u>	<u>Date</u>	<u>Amount</u>	<u>Payee</u>	<u>Memo</u>
Supplier Payment	Check	19190	6/12/2024	2,500.00	CFM Strategic Communications, Inc.	
Supplier Payment	Check	19191	6/12/2024	3,150.00	Chanmi Development LLC	
Supplier Payment	Check	19192	6/12/2024	811.77	Chicago Title Company of WA	
Supplier Payment	Check	19193	6/12/2024	12,000.00	City of Portland - Remit-To: City of Portland International Raceway	
Supplier Payment	Check	19194	6/12/2024	30,479.15	Clark County - Remit-To: Clark County - Treasurer Vancouver	
Supplier Payment	Check	19195	6/12/2024	622.00	Clark Public Utility District No. 1	
Supplier Payment	Check	19196	6/12/2024	744.42	Clark Public Utility District No. 1	
Supplier Payment	Check	19197	6/12/2024	1,158.15	Clark Public Utility District No. 1	
Supplier Payment	Check	19198	6/12/2024	2,089.13	Clark Public Utility District No. 1	
Supplier Payment	Check	19199	6/12/2024	133.65	Clark Regional Wastewater District	
Supplier Payment	Check	19200	6/12/2024	208,504.14	Clary Longview LLC	
Supplier Payment	Check	19201	6/12/2024	3,000.00	Colliers International Holdings (USA) Inc.	
Supplier Payment	Check	19202	6/12/2024	23,184.89	Columbia Resource Company	
Supplier Payment	Check	19203	6/12/2024	14,622.86	Columbia Resource Company	
Supplier Payment	Check	19204	6/12/2024	215.46	Comcast Holdings Corporation - Remit-To: Comcast Business - City of Industry	
Supplier Payment	Check	19205	6/12/2024	32.94	Comcast Holdings Corporation - Remit-To: Comcast Business - City of Industry	
Supplier Payment	Check	19206	6/12/2024	113.59	Comcast Holdings Corporation - Remit-To: Comcast Business - City of Industry	
Supplier Payment	Check	19207	6/12/2024	118.59	Comcast Holdings Corporation - Remit-To: Comcast Business - City of Industry	
Supplier Payment	Check	19208	6/12/2024	101.85	Comcast Holdings Corporation - Remit-To: Comcast Business - City of Industry	
Supplier Payment	Check	19209	6/12/2024	193.33	Comcast Holdings Corporation - Remit-To: Comcast Business - City of Industry	
Supplier Payment	Check	19210	6/12/2024	153.66	Comcast Holdings Corporation - Remit-To: Comcast Business - City of Industry	
Supplier Payment	Check	19211	6/12/2024	151.15	Comcast Holdings Corporation - Remit-To: Comcast Business - City of Industry	
Supplier Payment	Check	19212	6/12/2024	108.33	Comcast Holdings Corporation - Remit-To: Comcast Business - City of Industry	
Supplier Payment	Check	19213	6/12/2024	674.17	Connecta Satellite Solutions LLC	
Supplier Payment	Check	19214	6/12/2024	9,014.65	Conсор North America Inc	
Supplier Payment	Check	19215	6/12/2024	1,833.23	Core and Main LP - Remit-To: Core and Main LP	

\*Please contact Procurement Services if you would like to review the justification for EMERGENCY procurement.

# INVOICE PAYMENTS REPORT

<u>Category</u>	<u>Type</u>	<u>Reference</u>	<u>Date</u>	<u>Amount</u>	<u>Payee</u>	<u>Memo</u>
Supplier Payment	Check	19216	6/12/2024	1,140.72	CUES Inc - Remit-To: CUES Inc - Cincinnati	
Supplier Payment	Check	19217	6/12/2024	63,334.49	Cummins Inc	
Supplier Payment	Check	19218	6/12/2024	614.64	CyberSource Corporation - Remit-To: CyberSource - Los Angeles	
Supplier Payment	Check	19219	6/12/2024	268.00	Dex Media West	
Supplier Payment	Check	19220	6/12/2024	2,899.71	Echo Electric LLC	
Supplier Payment	Check	19221	6/12/2024	1,256.83	Epic Land Solutions, Inc.	
Supplier Payment	Check	19222	6/12/2024	1,600.00	Eric Thomas Lanciault	
Supplier Payment	Check	19223	6/12/2024	963.05	Examworks Inc	
Supplier Payment	Check	19224	6/12/2024	56.52	Experian Marketing Solutions - Remit-To: Experian - Los Angeles	
Supplier Payment	Check	19225	6/12/2024	1,195.70	Fidelity National Title Co of Washington	
Supplier Payment	Check	19226	6/12/2024	100.00	Fourth Plain Forward	
Supplier Payment	Check	19227	6/12/2024	53,553.03	General Pacific Inc	
Supplier Payment	Check	19228	6/12/2024	5,122.30	Genuine Parts Company - Remit-To: NAPA - Vancouver	
Supplier Payment	Check	19229	6/12/2024	698.00	Geographic Technologies Group	
Supplier Payment	Check	19230	6/12/2024	555.79	Global Transportation Engineering Corporation	
Supplier Payment	Check	19231	6/12/2024	335,031.80	Grade Werks Excavating LLC	
Supplier Payment	Check	19232	6/12/2024	93,666.20	GreenWorks, P.C.	
Supplier Payment	Check	19233	6/12/2024	3,203.75	Groundwater Solutions, Inc.	
Supplier Payment	Check	19234	6/12/2024	12,082.00	H&H Wood Recyclers	
Supplier Payment	Check	19235	6/12/2024	1,035.00	HID Global Corporation	
Supplier Payment	Check	19236	6/12/2024	8,666.67	Hispanic Metropolitan Chamber	
Supplier Payment	Check	19237	6/12/2024	480.00	Immigrant and Refugee Community Organization	
Supplier Payment	Check	19238	6/12/2024	3,078.50	J.S. Held LLC	
Supplier Payment	Check	19239	6/12/2024	3,450.00	James Rickerd Day	
Supplier Payment	Check	19240	6/12/2024	19,670.06	Janus Youth Programs Inc	
Supplier Payment	Check	19241	6/12/2024	925.00	Jason C. Bailes PLLC	
Supplier Payment	Check	19242	6/12/2024	100.00	Kristi L. Stack	
Supplier Payment	Check	19243	6/12/2024	1,173.98	Kurita America Inc - Remit- To: US Water - Minneapolis	
Supplier Payment	Check	19244	6/12/2024	4,510.09	Lakeside Industries Inc - Remit-To: Lakeside - LB Seattle	
Supplier Payment	Check	19245	6/12/2024	300.00	Lester Griffin	
Supplier Payment	Check	19246	6/12/2024	2,542.55	Loomis Armored US LLC - Remit-To: Loomis - Palatine	
Supplier Payment	Check	19247	6/12/2024	880.56	McFarlanes Bark Inc	
Supplier Payment	Check	19248	6/12/2024	1,103.95	Morgan Holen and Associates LLC	
Supplier Payment	Check	19249	6/12/2024	390.39	Municipal Emergency Services Inc - Remit-To: Municipal Emergency Services - Chicago	
Supplier Payment	Check	19250	6/12/2024	495.68	National Safety Inc	
Supplier Payment	Check	19251	6/12/2024	7,217.00	Newco Inc.	
Supplier Payment	Check	19252	6/12/2024	98,543.61	Northside Ford Truck Sales, Inc	
Supplier Payment	Check	19253	6/12/2024	1,280.63	Northwest Natural Gas Company - Remit-To: NW Natural - Portland	
Supplier Payment	Check	19254	6/12/2024	1,707.03	One Call Concepts Inc	
Supplier Payment	Check	19255	6/12/2024	2,600.00	Otak Inc	

\*Please contact Procurement Services if you would like to review the justification for EMERGENCY procurement.

# INVOICE PAYMENTS REPORT

<u>Category</u>	<u>Type</u>	<u>Reference</u>	<u>Date</u>	<u>Amount</u>	<u>Payee</u>	<u>Memo</u>
Supplier Payment	Check	19256	6/12/2024	389,431.85	Owen Equipment Co - Remit-To: Supplier Owen Equipment Co	
Supplier Payment	Check	19257	6/12/2024	1,097.53	Pacific Northwest Pollution Prevention Resources Center	
Supplier Payment	Check	19258	6/12/2024	60,540.52	Parametrix, Inc	
Supplier Payment	Check	19259	6/12/2024	225.00	Performance Occupational Health Services, LLC	
Supplier Payment	Check	19260	6/12/2024	210.00	Porter W Yett Company	
Supplier Payment	Check	19261	6/12/2024	1,024.00	Portland Adventist Medical Center	
Supplier Payment	Check	19262	6/12/2024	72,870.81	PPC Solutions Inc	
Supplier Payment	Check	19263	6/12/2024	35,032.34	Prestige Truck Accessories	
Supplier Payment	Check	19264	6/12/2024	2,877.61	Qwest Corporation - Remit- To: Qwest Corp- Seattle	
Supplier Payment	Check	19265	6/12/2024	1,104.38	R & W Engineering Inc	
Supplier Payment	Check	19266	6/12/2024	9,062.08	Raimi & Associates, Inc.	
Supplier Payment	Check	19267	6/12/2024	12,180.00	Rapid Response Bio Clean Inc.	
Supplier Payment	Check	19268	6/12/2024	126,690.30	Safeware Inc.	
Supplier Payment	Check	19269	6/12/2024	56,102.50	Southwest Washington Humane Society	
Supplier Payment	Check	19270	6/12/2024	17,526.28	Stantec Consulting Services Inc - Remit-To: Stantec - Chicago	
Supplier Payment	Check	19271	6/12/2024	7.01	State of Oregon Department of Transportation - Remit-To: OR DMV - Salem	
Supplier Payment	Check	19272	6/12/2024	300.00	State of Washington Department of Licensing - Remit-To: Notary Public Program	
Supplier Payment	Check	19273	6/12/2024	65.75	Stericycle Inc - Remit-To: Shred-It	
Supplier Payment	Check	19274	6/12/2024	7.07	Stericycle Inc - Remit-To: Shred-It	
Supplier Payment	Check	19275	6/12/2024	1,130.48	Sunbelt Controls Inc - Remit-To: Sunbelt Controls - Pasadena	
Supplier Payment	Check	19276	6/12/2024	6,000.00	Tony Cloud Communications LLC	
Supplier Payment	Check	19277	6/12/2024	600.00	Triangle Resources Inc	
Supplier Payment	Check	19278	6/12/2024	12,287.00	Turner Electrical Services, LLC	
Supplier Payment	Check	19279	6/12/2024	126,552.33	TV Etc ESD 112	
Supplier Payment	Check	19280	6/12/2024	39.00	United Parcel Service	
Supplier Payment	Check	19281	6/12/2024	300.00	United States Postal Service - Remit-To: United States Postal Service Caples	
Supplier Payment	Check	19282	6/12/2024	4,413.34	Univar Solutions USA Inc - Remit-To: Supplier Univar Solutions USA Inc	
Supplier Payment	Check	19283	6/12/2024	120.00	Vancouver Aire LLC	
Supplier Payment	Check	19284	6/12/2024	108.68	Vestis Group, Inc - Remit- To: Vestis - Pasadena	
Supplier Payment	Check	19285	6/12/2024	733.77	W.B. Sprague Co. Inc.	
Supplier Payment	Check	19286	6/12/2024	2,695.00	Washington Amateur Softball Association	
Supplier Payment	Check	19287	6/12/2024	24,372.71	Waste Connections of Washington - Remit-To: Waste Connections - Vancouver	

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# INVOICE PAYMENTS REPORT

<u>Category</u>	<u>Type</u>	<u>Reference</u>	<u>Date</u>	<u>Amount</u>	<u>Payee</u>	<u>Memo</u>
Supplier Payment	Check	19288	6/12/2024	11,037.74	Waste Connections of Washington - Remit-To: Waste Connections - Vancouver	
Supplier Payment	Check	19289	6/12/2024	141,984.63	WSP USA Inc. - Remit-To: WSP USA Inc. Dallas	
Supplier Payment	Check	19290	6/12/2024	55.45	XPO Logistics Enterprise Services, Inc - Remit-To: XPO - Portland	
Supplier Payment	Check	19291	6/12/2024	10,091.71	YOLO Washington LLC	
Supplier Payment	Check	19292	6/12/2024	2,282.68	Zayo Group Holding Inc - Remit-To: Zayo Group Holding Inc	
Miscellaneous Payment	Check	19293	6/12/2024	48.00	24 Hour Fitness	Refund duplicate payment to INV#77012915
Miscellaneous Payment	Check	19294	6/12/2024	50.00	Best Western Premier	Refund of duplicate payment to INV #77021877
Miscellaneous Payment	Check	19295	6/12/2024	51.00	Clark College	Refund overpayment to INV#77062532
Miscellaneous Payment	Check	19296	6/12/2024	48.00	Crossroads Community Church	Refund duplicate payment to INV #77015883
Miscellaneous Payment	Check	19297	6/12/2024	45.00	Fort Vancouver Terrace Apartments	Refund overpayment to INV# 77022987
Miscellaneous Payment	Check	19298	6/12/2024	91.00	FRITO-LAY INC	Refund duplicate payment to INV#77063169
Miscellaneous Payment	Check	19299	6/12/2024	217.73	GREEN JOHN RAYMOND & GREEN ANN ALLEN TRUSTEES	RES-349861 (jobsite: 8221 NE 16th St.)
Miscellaneous Payment	Check	19300	6/12/2024	5.00	Hilton Hotel - Vancouver	Refund duplicate payment to INV#77012577
Miscellaneous Payment	Check	19301	6/12/2024	112.63	JAE INVESTMENTS, LTD.	Refund of overpayment to paid off loan #6000071
Miscellaneous Payment	Check	19302	6/12/2024	101.30	JAE INVESTMENTS, LTD.	Refund of overpayment to loan payoff.
Miscellaneous Payment	Check	19303	6/12/2024	112.63	JAE INVESTMENTS, LTD.	Refund overpayment of loan # 6000071
Miscellaneous Payment	Check	19304	6/12/2024	112.63	JAE INVESTMENTS, LTD.	Refund Overpayment of loan # 6000071
Miscellaneous Payment	Check	19305	6/12/2024	112.63	JAE INVESTMENTS, LTD.	Refund of overpayment of loan 6000071. Extra payment received 4-16-24
Miscellaneous Payment	Check	19306	6/12/2024	864.00	J H Kelly LLC	MPE-355522 (jobsite: 7401 E Mill Plain Blvd Vancouver, WA )
Miscellaneous Payment	Check	19307	6/12/2024	50.00	JLP DEVELOPMENT LLC	Refund of duplicate payment to INV #77024727
Miscellaneous Payment	Check	19308	6/12/2024	250.00	Journey Theater Arts Group	Damage Deposit Refund
Miscellaneous Payment	Check	19309	6/12/2024	152.00	LAM SALON	Refund overpayment to INV# 77020324
Miscellaneous Payment	Check	19310	6/12/2024	100.00	Northwest Neighborhood Association	2024 Resource Conservation Challenge
Miscellaneous Payment	Check	19311	6/12/2024	5.00	Novolex	Refund duplicate payment of INV#77026064
Miscellaneous Payment	Check	19312	6/12/2024	152.82	Olivia Carson	Refund of parking permit COV13687
Miscellaneous Payment	Check	19313	6/12/2024	50.00	PYTHIAN RETIREMENT HOME	Refund duplicate payment to INV #717315
Miscellaneous Payment	Check	19314	6/12/2024	100.00	Ryan Castro	Damage Deposit Refund
Miscellaneous Payment	Check	19315	6/12/2024	100.00	Steven Chen	TreeFund
Ad Hoc Payment	Check	19316	6/19/2024	254.46	Adewola,James	Utility Refunds: 0074000162-02
Ad Hoc Payment	Check	19317	6/19/2024	2,914.86	Bank of America NA	Utility Refunds: 0000008804-01
Ad Hoc Payment	Check	19318	6/19/2024	243.51	Boyd,Lauren	Utility Refunds: 0085048200-25

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Ad Hoc Payment	Check	19319	6/19/2024	171.00	Brad Thayer or Becca Gard	Utility Refunds: 0006024400-03
Ad Hoc Payment	Check	19320	6/19/2024	182.23	Broadway Commercial Properties LLC	Utility Refunds: 0014022400-06
Ad Hoc Payment	Check	19321	6/19/2024	129.99	Broadway Commercial Properties LLC	Utility Refunds: 0014022500-04
Ad Hoc Payment	Check	19322	6/19/2024	143.00	Brown,James T or Janet E	Utility Refunds: 0109012270-02 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	19323	6/19/2024	132.00	Brutton,Perry	Utility Refunds: 0138001820-03 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	19324	6/19/2024	510.75	Cassidy,Kelly or Dena	Utility Refunds: 0015005061-01
Ad Hoc Payment	Check	19325	6/19/2024	430.00	Cherhuayaing,James P	Utility Refunds: 0059042301-01 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	19326	6/19/2024	41.96	Christianson,Sharon	Utility Refunds: 0101000810-09
Ad Hoc Payment	Check	19327	6/19/2024	103.93	Crannell,Neil or Sherri	Utility Refunds: 0069041670-02
Ad Hoc Payment	Check	19328	6/19/2024	154.13	Flaig Revocable Living Trust	Utility Refunds: 0099049550-04
Ad Hoc Payment	Check	19329	6/19/2024	439.72	Gilbert,Richard or Marilyn	Utility Refunds: 0066046500-08
Ad Hoc Payment	Check	19330	6/19/2024	68.52	Green,Aaron	Utility Refunds: 0017039000-05
Ad Hoc Payment	Check	19331	6/19/2024	286.85	Green,Aaron or Joy	Utility Refunds: 0017039000-05
Ad Hoc Payment	Check	19332	6/19/2024	163.19	Hamilton,Grant A or Jaime	Utility Refunds: 0026073400-02
Ad Hoc Payment	Check	19333	6/19/2024	105.58	Heather Abeer Tallo Trustee of the Heather Abeer,Tallo Separate Property Trust	Utility Refunds: 0153000144-06
Ad Hoc Payment	Check	19334	6/19/2024	71.46	Hoffman,Magan or Travis	Utility Refunds: 0141005818-04
Ad Hoc Payment	Check	19336	6/19/2024	190.00	Jimmy B Ellis or Delores J Goodrich	Utility Refunds: 0089000940-03 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	19337	6/19/2024	832.00	Loquat Properties LLC	Utility Refunds: 0140004786-03
Ad Hoc Payment	Check	19338	6/19/2024	317.72	Markley,Thomas E	Utility Refunds: 0163001008-01 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	19339	6/19/2024	67.95	Mcintyre,Marci	Utility Refunds: 0042007108-02
Ad Hoc Payment	Check	19341	6/19/2024	109.45	Michael Davis or Richard D Monsen	Utility Refunds: 0111043214-06
Ad Hoc Payment	Check	19342	6/19/2024	10.99	Nancy S Morrison Trust	Utility Refunds: 0091011908-02
Ad Hoc Payment	Check	19343	6/19/2024	197.83	NW Management Exclusive, Inc	Utility Refunds: 0086017606-16
Ad Hoc Payment	Check	19344	6/19/2024	41.97	Nylund Inc	Utility Refunds: 0048058300-05
Ad Hoc Payment	Check	19345	6/19/2024	93.88	Nylund Inc	Utility Refunds: 0020022000-02
Ad Hoc Payment	Check	19346	6/19/2024	122.77	Ortiz,Megan or Christian	Utility Refunds: 0500001189-02

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Ad Hoc Payment	Check	19347	6/19/2024	383.26	Pavel or Galina Lubyanskiy	Utility Refunds: 0088005590-12 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	19348	6/19/2024	274.32	Peninsula Glass Company	Utility Refunds: 0500006784-01 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	19349	6/19/2024	258.68	Rau,Rebecca	Utility Refunds: 0139250200-03
Ad Hoc Payment	Check	19350	6/19/2024	117.33	Rissman,Gary or Beverly	Utility Refunds: 0068029500-10
Ad Hoc Payment	Check	19351	6/19/2024	155.33	Sarkkinen,Richard L or Nancy L	Utility Refunds: 0019073500-02
Ad Hoc Payment	Check	19352	6/19/2024	28.31	Silver,Ryan or Randi	Utility Refunds: 0000008210-02
Ad Hoc Payment	Check	19353	6/19/2024	5.77	Song,William	Utility Refunds: 0140004786-03
Ad Hoc Payment	Check	19354	6/19/2024	30.31	The Estate of Keith Alan Herman	Utility Refunds: 0065060200-13
Ad Hoc Payment	Check	19355	6/19/2024	217.00	The Estate of Nelda Lindell	Utility Refunds: 0015029400-02
Ad Hoc Payment	Check	19356	6/19/2024	91.31	Vicky or Pete Olson as Trustees of the Vicky and,Pete Olson Family Living Trust	Utility Refunds: 0061099625-02
Ad Hoc Payment	Check	19357	6/19/2024	73.32	Wall,Patricia L or Douglas K	Utility Refunds: 0069019000-01
Ad Hoc Payment	Check	19358	6/19/2024	130.00	Wood,Maureen M	Utility Refunds: 0020027300-09
Ad Hoc Payment	Check	19359	6/19/2024	174.37	Xu,Zhongxiang	Utility Refunds: 0045005180-01
Ad Hoc Payment	Check	19335	6/20/2024	81.91	Jason Camilo Mendoza Personal Rep of the Estate of,Roger L Rodriguez	Utility Refunds: 0054064596-05
Ad Hoc Payment	Check	19340	6/20/2024	22.09	Mendoza,Jason	Utility Refunds: 0054064596-05
Customer Refund	Check	19360	6/20/2024	2,000.00	ROBERT M. GREGG JR.	Overpayment of Monthly Tax portion due from customer.
Customer Refund	Check	19361	6/20/2024	780.00	SERGIO E SALOMONE	Refund for COV13391
Miscellaneous Payment	Check	19362	6/20/2024	131.25	Columbia River Mental Health Services	Refund for Community Room reservation.
Miscellaneous Payment	Check	19363	6/20/2024	44.00	Cultivate Wellness Services	Refund duplicate payment to INV #77063724
Miscellaneous Payment	Check	19364	6/20/2024	100.00	Forest Ridge Neighborhood Association	2024 Resource Conservation Challenge
Miscellaneous Payment	Check	19365	6/20/2024	120.00	Image Neighborhood	2024 RecycleU
Miscellaneous Payment	Check	19366	6/20/2024	286.11	JDI Construction NW LLC	RES-340765 (jobsite: 36 Algona Drive)
Miscellaneous Payment	Check	19367	6/20/2024	79.00	K West Apartments	Refund duplicate payment to INV# 7702621
Miscellaneous Payment	Check	19368	6/20/2024	2,500.00	La Bottega Inc.	Refund Business license fees - Business sold
Miscellaneous Payment	Check	19369	6/20/2024	76.84	MD Electrical Services	MPE-347361 (jobsite: 1710 SE 158th Ave)
Miscellaneous Payment	Check	19370	6/20/2024	100.00	Northwood Neighborhood Association	2024 Resource Conservation Challenge
Miscellaneous Payment	Check	19371	6/20/2024	100.00	Ogden Neighborhood Association	2024 Resource Conservation Challenge
Miscellaneous Payment	Check	19372	6/20/2024	10,685.64	Progressive Direct Insurance Company as Subrogee of NOEL, KEVIN E.	CLAIM PAYMENT - DOI: 01/20/24 - RISK
Miscellaneous Payment	Check	19373	6/20/2024	75.00	Recovery Village Vancouver	Refund duplicate payment to INV #77008734

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Miscellaneous Payment	Check	19374	6/20/2024	57.00	Southview Management	Refund duplicate payment to INV#77060665
Miscellaneous Payment	Check	19375	6/20/2024	416.20	Standridge Design	ENG-83591 (jobsite: 4416 NE 66th Ave)
Miscellaneous Payment	Check	19376	6/20/2024	4,987.98	Stephanie Ramirez	CLAIM PAYMENT - DOI: 03/20/2024 - RISK
Miscellaneous Payment	Check	19377	6/20/2024	91.00	Stoner Electric Inc	Refund duplicate payment to INV #77064873
Miscellaneous Payment	Check	19378	6/20/2024	91.00	Vanguard Fire and Supply Co.	Refund duplicate payment to INV #77064566
Miscellaneous Payment	Check	19379	6/20/2024	51.00	Xenia Zampolli	Refund business license fees - Business closed
Supplier Payment	Check	19380	6/20/2024	2,315.31	5 K Enterprises LLC	
Supplier Payment	Check	19381	6/20/2024	1,680.77	Accurate Corporate Services Inc	
Supplier Payment	Check	19382	6/20/2024	30.80	Airgas, Inc	
Supplier Payment	Check	19383	6/20/2024	10,244.67	AKS Engineering & Forestry LLC - Remit-To: Tualatin Address	
Supplier Payment	Check	19384	6/20/2024	13,179.30	AKS Engineering & Forestry LLC - Remit-To: Tualatin Address	
Supplier Payment	Check	19385	6/20/2024	263.00	Allegiance Benefit Plan Management Inc	
Supplier Payment	Check	19386	6/20/2024	53,915.20	Alpine Products Inc	
Supplier Payment	Check	19387	6/20/2024	210.00	ALS Global USA, Corp	
Supplier Payment	Check	19388	6/20/2024	34,409.81	Arborscape Ltd Inc	
Supplier Payment	Check	19389	6/20/2024	25,205.21	Athlactron Holding	
Supplier Payment	Check	19390	6/20/2024	8,110.73	CECO Inc	
Supplier Payment	Check	19391	6/20/2024	2,021.46	Chicago Title Company of WA	
Supplier Payment	Check	19392	6/20/2024	516.33	Christenson Electric, Inc.	
Supplier Payment	Check	19393	6/20/2024	3,686.48	Cintas	
Supplier Payment	Check	19394	6/20/2024	805.69	Clark County - Remit-To: Clark County - Treasurer Vancouver	
Supplier Payment	Check	19395	6/20/2024	1,134.48	Clark Public Utility District No. 1	
Supplier Payment	Check	19396	6/20/2024	62,141.38	Clary Longview LLC	
Supplier Payment	Check	19397	6/20/2024	7,650.82	Columbia Resource Company	
Supplier Payment	Check	19398	6/20/2024	121.84	Comcast Holdings Corporation - Remit-To: Comcast Business - City of Industry	
Supplier Payment	Check	19399	6/20/2024	118.59	Comcast Holdings Corporation - Remit-To: Comcast Business - City of Industry	
Supplier Payment	Check	19400	6/20/2024	8,026.59	CUES Inc - Remit-To: CUES Inc - Cincinnati	
Supplier Payment	Check	19401	6/20/2024	21,500.00	DHM LLC	
Supplier Payment	Check	19402	6/20/2024	4,342.97	Echo Electric LLC	
Supplier Payment	Check	19403	6/20/2024	300.00	ERF Company Inc	
Supplier Payment	Check	19404	6/20/2024	1,155.05	Fidelity National Title Co of Washington	
Supplier Payment	Check	19405	6/20/2024	2,176.00	Foster Garvey PC	
Supplier Payment	Check	19406	6/20/2024	686.89	Genuine Parts Company - Remit-To: NAPA - Vancouver	
Supplier Payment	Check	19407	6/20/2024	33,530.00	GeoTerra, Inc.	
Supplier Payment	Check	19408	6/20/2024	2,034.56	Gray & Osborne Inc	
Supplier Payment	Check	19409	6/20/2024	5,882.50	Groundwater Solutions, Inc.	
Supplier Payment	Check	19410	6/20/2024	2,349.00	H&H Wood Recyclers	
Supplier Payment	Check	19411	6/20/2024	24,180.99	Howmedica Osteonics Corp	
Supplier Payment	Check	19412	6/20/2024	5,799.15	Huntco Supply, LLC	
Supplier Payment	Check	19413	6/20/2024	3,977.08	Invintus Media LLC	
Supplier Payment	Check	19414	6/20/2024	23,250.00	James Wolfe	

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Supplier Payment	Check	19415	6/20/2024	31,362.87	KBT Distributing LLC	
Supplier Payment	Check	19416	6/20/2024	734.41	L.N. Curtis & Sons - Remit-To: Supplier L.N. Curtis & Sons	
Supplier Payment	Check	19417	6/20/2024	6,504.31	Lakeside Industries Inc - Remit-To: Lakeside - LB Seattle	
Supplier Payment	Check	19418	6/20/2024	2,268.75	Landkamer Consulting LLC	
Supplier Payment	Check	19419	6/20/2024	547.64	Langley's Ace Inc	
Supplier Payment	Check	19420	6/20/2024	45,638.79	Life Insurance Company of North America	
Supplier Payment	Check	19421	6/20/2024	6,802.50	LSW Architects PC	
Supplier Payment	Check	19422	6/20/2024	1,313.16	McFarlanes Bark Inc	
Supplier Payment	Check	19423	6/20/2024	4,020.00	Minister & Glaeser Surveying Inc	
Supplier Payment	Check	19424	6/20/2024	1,045.00	Nancy Pionk Coaching and Consulting, LLC	
Supplier Payment	Check	19425	6/20/2024	14,945.00	New Day Arborist	
Supplier Payment	Check	19426	6/20/2024	9,933.87	Northwest Natural Gas Company - Remit-To: NW Natural - Portland	
Supplier Payment	Check	19427	6/20/2024	400.00	Oregon Transportation Forum	
Supplier Payment	Check	19428	6/20/2024	1,540.00	Peter V Helzer	
Supplier Payment	Check	19429	6/20/2024	70.00	Porter W Yett Company	
Supplier Payment	Check	19430	6/20/2024	10,740.00	Prestige Care & Rehabilitation - Camas	
Supplier Payment	Check	19431	6/20/2024	18,000.00	Rapid Response Bio Clean Inc.	
Supplier Payment	Check	19432	6/20/2024	8,682.91	Ready Rebound, Inc.	
Supplier Payment	Check	19433	6/20/2024	2,271.99	Resolute Documentation Services	
Supplier Payment	Check	19434	6/20/2024	7,161.00	SafeFire LLC	
Supplier Payment	Check	19435	6/20/2024	1,420.26	Schachtel Corporation	
Supplier Payment	Check	19436	6/20/2024	159,202.02	Selectron Technologies, Inc	
Supplier Payment	Check	19437	6/20/2024	92.46	Software House International SHI - Remit-To: SHI - Dallas	
Supplier Payment	Check	19438	6/20/2024	7,521.76	SP Plus Corporation	
Supplier Payment	Check	19439	6/20/2024	48,895.26	State of Washington Department of Employment Security - Remit-To: State of Washington Department of Employment Security / Seattle	
Supplier Payment	Check	19440	6/20/2024	1,262.75	State of Washington State Patrol	
Supplier Payment	Check	19441	6/20/2024	53.37	Stericycle Inc - Remit-To: Shred-It	
Supplier Payment	Check	19442	6/20/2024	53.37	Stericycle Inc - Remit-To: Shred-It	
Supplier Payment	Check	19443	6/20/2024	53.37	Stericycle Inc - Remit-To: Shred-It	
Supplier Payment	Check	19444	6/20/2024	98.13	Stericycle Inc - Remit-To: Shred-It	
Supplier Payment	Check	19445	6/20/2024	36,145.00	Taylor Looney	
Supplier Payment	Check	19446	6/20/2024	700.00	Team HR, LLC	
Supplier Payment	Check	19447	6/20/2024	8,198.50	The Loudenback Corporation	
Supplier Payment	Check	19448	6/20/2024	998.97	Towing & Recovering Services Inc	
Supplier Payment	Check	19449	6/20/2024	1,557.89	Transunion Risk & Alternative Data Solutions Inc	
Supplier Payment	Check	19450	6/20/2024	12,758.01	Triple J Enterprises	

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Supplier Payment	Check	19451	6/20/2024	609.30	United States Department of Agriculture - Remit-To: USDA APHIS - St Louis	
Supplier Payment	Check	19452	6/20/2024	235.00	Vancouver Aire LLC	
Supplier Payment	Check	19453	6/20/2024	5,340.00	Vancouver National Historic Reserve Trust	
Supplier Payment	Check	19454	6/20/2024	108.68	Vestis Group, Inc - Remit-To: Vestis - Pasadena	
Supplier Payment	Check	19455	6/20/2024	244.59	W.B. Sprague Co. Inc.	
Supplier Payment	Check	19456	6/20/2024	5,327.52	Wallis Engineering PLLC	
Supplier Payment	Check	19457	6/20/2024	3,091.01	Walter E Nelson Company	
Supplier Payment	Check	19458	6/20/2024	1,500.00	Washington State Criminal Justice Training Commission	
Supplier Payment	Check	19459	6/20/2024	6,913.34	Waste Connections of Washington - Remit-To: Waste Connections - Vancouver	
Supplier Payment	Check	19460	6/20/2024	44,397.38	Wire Works LLC	
			<b>Check</b>	<b>3,308,543.33</b>		
Expense Payment	Direct Deposit	EFT-00250265	6/13/2024	49.25	Alex Emry	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00250266	6/13/2024	35.64	Andrew Nevue	Employee Reimbursement
Cash Advance Payment	Direct Deposit	EFT-00250267	6/13/2024	265.50	Jesse Martin	Travel Advance
Cash Advance Payment	Direct Deposit	EFT-00250268	6/13/2024	448.00	Heidi Scarpelli	Travel Advance
Cash Advance Payment	Direct Deposit	EFT-00250269	6/13/2024	185.00	Travis Brown	Travel Advance
Cash Advance Payment	Direct Deposit	EFT-00250270	6/13/2024	185.00	Dale Barnette	Travel Advance
Cash Advance Payment	Direct Deposit	EFT-00250271	6/13/2024	149.25	Anne McEnerny-Ogle	Travel Advance
Expense Payment	Direct Deposit	EFT-00250272	6/13/2024	135.82	Patsy Newton	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00250273	6/13/2024	157.62	David McGrath	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00250274	6/13/2024	16.38	Luigi Cartasegna	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00250275	6/13/2024	222.78	Alan Fivian	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00250276	6/13/2024	115.25	Daniel Avery	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00250277	6/13/2024	45.00	Troy Price	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00250278	6/13/2024	86.00	Jeremiah Jones	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00250279	6/13/2024	135.63	Eric Schadler	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00250280	6/13/2024	250.00	Ryan Pitts	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00250281	6/13/2024	10.00	Kelly Bice	Employee Reimbursement
Cash Advance Payment	Direct Deposit	EFT-00250353	6/21/2024	211.50	Matt Hoover	Travel Advance
Cash Advance Payment	Direct Deposit	EFT-00250354	6/21/2024	142.45	Jessica Trownsell	Travel Advance
Cash Advance Payment	Direct Deposit	EFT-00250355	6/21/2024	294.50	Edward Letarte	Travel Advance
Cash Advance Payment	Direct Deposit	EFT-00250356	6/21/2024	211.50	Danielle Wass	Travel Advance
Expense Payment	Direct Deposit	EFT-00250357	6/21/2024	501.68	Ty Stober	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00250358	6/21/2024	245.00	Owen Bacon	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00250359	6/21/2024	130.32	Jesse Avery	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00250360	6/21/2024	74.00	Brian Schaffer	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00250361	6/21/2024	316.74	Rebecca Kennedy	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00250362	6/21/2024	820.00	Darren McShea	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00250363	6/21/2024	106.00	Remy Thompson	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00250364	6/21/2024	448.86	Koko Olszewski	Employee Reimbursement

\*Please contact Procurement Services if you would like to review the justification for EMERGENCY procurement.

# INVOICE PAYMENTS REPORT

Category	Type	Reference	Date	Amount	Payee	Memo
Expense Payment	Direct Deposit	EFT-00250365	6/21/2024	35.00	Shannon Williams	Employee Reimbursement
			<b>Direct Deposit</b>	<b>6,029.67</b>		
Supplier Payment	EFT	EFT-00250216	6/10/2024	17,405.43	Allegiance Benefit Plan Management Inc	
Supplier Payment	EFT	EFT-00250217	6/10/2024	153.91	Legal Shield	
Supplier Payment	EFT	EFT-00250218	6/10/2024	33,415.39	IAFF Local #452	
Supplier Payment	EFT	EFT-00250219	6/10/2024	12,274.91	Vancouver Police Officer Guild	
Supplier Payment	EFT	EFT-00250220	6/10/2024	1,259.64	Vancouver Command Guild	
Supplier Payment	EFT	EFT-00250282	6/13/2024	1,503.84	Consolidated Supply Co	
Supplier Payment	EFT	EFT-00250283	6/13/2024	15,900.00	City Electric Co of WA	
Supplier Payment	EFT	EFT-00250284	6/13/2024	91,055.78	Do Good Multnomah	
Supplier Payment	EFT	EFT-00250285	6/13/2024	2,765.00	Brad Piesch Aggressive Enterprises, Inc	
Supplier Payment	EFT	EFT-00250286	6/13/2024	81.62	ZiPLY Fiber	
Supplier Payment	EFT	EFT-00250287	6/13/2024	6,383.94	Distinctive Landscape LLC	
Supplier Payment	EFT	EFT-00250288	6/13/2024	11,768.94	Hero Fence LLP	
Supplier Payment	EFT	EFT-00250289	6/13/2024	4,504.00	Jacobs Engineering Group Inc	
Supplier Payment	EFT	EFT-00250290	6/13/2024	13,974.24	Precision Painting & Construction LLC	
Supplier Payment	EFT	EFT-00250291	6/13/2024	17,350.00	Andrews Terry Jeffers LLP	
Supplier Payment	EFT	EFT-00250292	6/13/2024	63,483.53	Fehr & Peers	
Supplier Payment	EFT	EFT-00250293	6/13/2024	38,604.81	Power Systems West	
Supplier Payment	EFT	EFT-00250294	6/13/2024	1,470.49	Copiers Northwest Inc.	
Supplier Payment	EFT	EFT-00250295	6/13/2024	663.08	Loma Media Partners	
Supplier Payment	EFT	EFT-00250296	6/13/2024	9,552.01	His Masterpiece LLC	
Supplier Payment	EFT	EFT-00250297	6/13/2024	225.00	Jean-Pierre Parent	
Supplier Payment	EFT	EFT-00250298	6/13/2024	1,333.89	Lasko Printing Specialties Inc	
Supplier Payment	EFT	EFT-00250299	6/13/2024	7,690.00	PBS Engineering and Environmental Inc	
Supplier Payment	EFT	EFT-00250300	6/13/2024	723.10	HDR Engineering Inc - Remit-To: HDR Engineering - Chicago	
Supplier Payment	EFT	EFT-00250301	6/13/2024	23,000.00	Sazan Group, Inc	
Supplier Payment	EFT	EFT-00250302	6/13/2024	728.00	QuickCaption	
Supplier Payment	EFT	EFT-00250303	6/13/2024	25,000.00	Greater Portland Inc	
Supplier Payment	EFT	EFT-00250304	6/13/2024	3,247.51	Hermanson Company, LLC - Remit-To: Hermanson Company, LLC	
Supplier Payment	EFT	EFT-00250305	6/13/2024	955.50	Allegiance Benefit Plan Management Inc - Remit-To: Pensioners	
Supplier Payment	EFT	EFT-00250306	6/13/2024	6,417.50	Kearns & West Inc	
Supplier Payment	EFT	EFT-00250307	6/13/2024	13,161.11	FuelCare Inc	
Supplier Payment	EFT	EFT-00250308	6/13/2024	2,837.71	Accurate Investigation Services	
Supplier Payment	EFT	EFT-00250309	6/13/2024	31,459.91	Live Love Outreach	
Supplier Payment	EFT	EFT-00250310	6/13/2024	1,800.00	Rock Creek Communications, LLC	
Supplier Payment	EFT	EFT-00250311	6/13/2024	225.00	Mark Frazier	
Supplier Payment	EFT	EFT-00250312	6/13/2024	114.11	Praxair Distribution Inc	
Supplier Payment	EFT	EFT-00250313	6/13/2024	248,928.44	Madden Fabrication Inc.	
Supplier Payment	EFT	EFT-00250314	6/13/2024	623,279.91	Tapani Inc	
Supplier Payment	EFT	EFT-00250315	6/13/2024	2,361.28	Canopy Wellbeing	
Supplier Payment	EFT	EFT-00250316	6/13/2024	1,846.34	Fire Systems West	
Supplier Payment	EFT	EFT-00250317	6/13/2024	3,789.35	Northwest Staffing Resources Inc - Remit-To: Northwest Staffing Resources	
Supplier Payment	EFT	EFT-00250318	6/13/2024	4,121.31	Sharon Rice	
Supplier Payment	EFT	EFT-00250319	6/13/2024	300.00	James Kirkendall	
Supplier Payment	EFT	EFT-00250320	6/13/2024	863,035.00	Operations Management International Inc	
Supplier Payment	EFT	EFT-00250321	6/13/2024	751.20	The Suddath Companies	

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# INVOICE PAYMENTS REPORT

<u>Category</u>	<u>Type</u>	<u>Reference</u>	<u>Date</u>	<u>Amount</u>	<u>Payee</u>	<u>Memo</u>
Supplier Payment	EFT	EFT-00250322	6/13/2024	7,042.80	Environmental Science Associates	
Supplier Payment	EFT	EFT-00250323	6/13/2024	58,120.74	Brenda Lee Fairbanks - Remit-To: Brenda Lee Fairbanks	
Supplier Payment	EFT	EFT-00250324	6/13/2024	115,426.56	Halbert Construction Services LLC	
Supplier Payment	EFT	EFT-00250325	6/13/2024	4,022.50	CBG Communications Inc	
Supplier Payment	EFT	EFT-00250326	6/13/2024	225.00	Cindy Reed	
Supplier Payment	EFT	EFT-00250327	6/13/2024	225.00	Red Sea Road Consulting LLC	
Supplier Payment	EFT	EFT-00250328	6/13/2024	94,799.88	Share	
Supplier Payment	EFT	EFT-00250329	6/13/2024	51,292.00	Odyssey Contracting LLC	
Supplier Payment	EFT	EFT-00250330	6/13/2024	247.43	Linguava Interpreters Inc	
Supplier Payment	EFT	EFT-00250331	6/13/2024	95.00	T2 Systems Inc - Remit-To: T2- Atlanta	
Supplier Payment	EFT	EFT-00250332	6/13/2024	10,885.50	Brown and Caldwell - Remit-To: Brown & Caldwell - San Francisco	
Supplier Payment	EFT	EFT-00250333	6/13/2024	37,761.83	Nolan Merriman	
Supplier Payment	EFT	EFT-00250334	6/13/2024	480.00	Rotschy Inc	
Supplier Payment	EFT	EFT-00250335	6/13/2024	12,500.00	Kenneth Wallace Law PLLC	
Supplier Payment	EFT	EFT-00250336	6/13/2024	418.50	Vatten Plumbing LLC - Remit-To: Vatten Plumbing LLC	
Supplier Payment	EFT	EFT-00250337	6/13/2024	300.00	Dominick Rose	
Supplier Payment	EFT	EFT-00250338	6/13/2024	5,702.50	EnviroIssues Inc	
Supplier Payment	EFT	EFT-00250339	6/13/2024	8,266.03	Retail Lockbox Inc	
Supplier Payment	EFT	EFT-00250340	6/13/2024	5,069.75	Pitney Bowes Inc	
Supplier Payment	EFT	EFT-00250341	6/13/2024	105,939.74	Del Sol Inc	
Supplier Payment	EFT	EFT-00250342	6/13/2024	175,226.42	Halme Excavating Inc	
Supplier Payment	EFT	EFT-00250366	6/21/2024	1,761.48	PC Specialists Inc - Remit-To: TIG - San Diego	
Supplier Payment	EFT	EFT-00250367	6/21/2024	35,662.50	AgreeYa Solutions, Inc. - Remit-To: AgreeYa Solutions, Inc	
Supplier Payment	EFT	EFT-00250368	6/21/2024	14,446.99	PC Specialists Inc - Remit-To: TIG - San Diego	
Supplier Payment	EFT	EFT-00250369	6/21/2024	1,111.97	Hermanson Company, LLC - Remit-To: Hermanson Company, LLC	
Supplier Payment	EFT	EFT-00250370	6/21/2024	55,526.01	HDR Engineering Inc - Remit-To: HDR Engineering - Chicago	
Supplier Payment	EFT	EFT-00250371	6/21/2024	108,883.36	Do Good Multnomah	
Supplier Payment	EFT	EFT-00250372	6/21/2024	1,410.00	Haley & Aldrich, Inc	
Supplier Payment	EFT	EFT-00250373	6/21/2024	15,705.92	Northwest Staffing Resources Inc - Remit-To: Northwest Staffing Resources	
Supplier Payment	EFT	EFT-00250374	6/21/2024	9,595.00	StreamlineAM LLC	
Supplier Payment	EFT	EFT-00250375	6/21/2024	11,606.44	Rexel USA Inc	
Supplier Payment	EFT	EFT-00250376	6/21/2024	7,500.00	Arbutus Consulting LLC	
Supplier Payment	EFT	EFT-00250377	6/21/2024	64.17	Bound Tree Medical LLC	
Supplier Payment	EFT	EFT-00250378	6/21/2024	6,210.00	Tierra Right of Way Services LTD	
Supplier Payment	EFT	EFT-00250379	6/21/2024	18,743.53	Commonstreet Consulting, LLC	
Supplier Payment	EFT	EFT-00250380	6/21/2024	209,907.17	Operations Management International Inc	
Supplier Payment	EFT	EFT-00250381	6/21/2024	140.00	Brad Piesch Aggressive Enterprises, Inc	
Supplier Payment	EFT	EFT-00250382	6/21/2024	323.13	MacKay Sposito Inc	
Supplier Payment	EFT	EFT-00250383	6/21/2024	4,642.85	The Amy VanCamp Experience LLC	
Supplier Payment	EFT	EFT-00250384	6/21/2024	7,516.83	Waxie's Enterprises Inc	

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# INVOICE PAYMENTS REPORT

<u>Category</u>	<u>Type</u>	<u>Reference</u>	<u>Date</u>	<u>Amount</u>	<u>Payee</u>	<u>Memo</u>
Supplier Payment	EFT	EFT-00250385	6/21/2024	934.82	CoStar Reality Information Inc.	
Supplier Payment	EFT	EFT-00250386	6/21/2024	367.75	PBS Engineering and Environmental Inc	
Supplier Payment	EFT	EFT-00250387	6/21/2024	93,981.25	CBRE, Inc.	
Supplier Payment	EFT	EFT-00250388	6/21/2024	683,501.95	Advanced Excavating Specialists LLC	
Supplier Payment	EFT	EFT-00250389	6/21/2024	430,006.33	Rotschy Inc	
Supplier Payment	EFT	EFT-00250390	6/21/2024	10,875.44	Better Air Northwest, LLC	
Supplier Payment	EFT	EFT-00250391	6/21/2024	1,863.88	Columbia West Engineering	
Supplier Payment	EFT	EFT-00250392	6/21/2024	750.00	Pacific Talent Inc	
Supplier Payment	EFT	EFT-00250393	6/21/2024	6,453.75	Del Sol Inc	
Supplier Payment	EFT	EFT-00250394	6/21/2024	11,310.25	Otak Inc	
Supplier Payment	EFT	EFT-00250395	6/21/2024	812.00	Freedom independent Living Home Care Inc.	
Supplier Payment	EFT	EFT-00250396	6/21/2024	4,613.52	Fire Systems West	
Supplier Payment	EFT	EFT-00250397	6/21/2024	185.70	Praxair Distribution Inc	
Supplier Payment	EFT	EFT-00250398	6/21/2024	73,716.06	Thrive2Survive	
Supplier Payment	EFT	EFT-00250399	6/21/2024	19,163.75	Brown and Caldwell - Remit-To: Brown & Caldwell - San Francisco	
Supplier Payment	EFT	EFT-00250400	6/21/2024	442.96	Western Water Works Supply Co Inc	
Supplier Payment	EFT	EFT-00250401	6/21/2024	3,246.75	Kearns & West Inc	
Supplier Payment	EFT	EFT-00250402	6/21/2024	27,326.91	Pacific Landscape Services Inc	
Supplier Payment	EFT	EFT-00250403	6/21/2024	19,784.15	Limeade, Inc	
Supplier Payment	EFT	EFT-00250404	6/21/2024	3,444.00	Clark and Sons Excavating Inc	
Supplier Payment	EFT	EFT-00250405	6/21/2024	32,748.77	City Electric Co of WA	
Supplier Payment	EFT	EFT-00250406	6/21/2024	100.00	Queer Youth Resource Center	
Supplier Payment	EFT	EFT-00250407	6/21/2024	3,056.65	Distinctive Landscape LLC	
			<b>EFT</b>	<b>4,844,392.90</b>		
Supplier Payment	Manual Wire		6/10/2024	34,432.50	Vancouver Firefighters Union Health & Welfare Trust	
Supplier Payment	Manual Wire		6/10/2024	70,735.88	Washington State Firefighters	
Supplier Payment	Manual Wire		6/10/2024	21,919.29	Western States Health & Welfare Trust	
Supplier Payment	Manual Wire		6/10/2024	604.00	Oregon SDU	
Supplier Payment	Manual Wire		6/10/2024	7,057.95	Washington SDU	
Supplier Payment	Manual Wire		6/10/2024	327,237.92	International City Management Association Retirement Corporation	
Supplier Payment	Manual Wire		6/10/2024	61,290.10	State of Washington Department of Retirement Systems (DRS)	
Supplier Payment	Manual Wire		6/10/2024	287,791.19	Blue Cross Blue Shield of Oregon	
Supplier Payment	Manual Wire		6/10/2024	23,260.10	Washington Dental Service	
Supplier Payment	Manual Wire		6/10/2024	274.01	Keybank National Association	
Supplier Payment	Manual Wire		6/11/2024	1,340,241.01	Internal Revenue Service	
Supplier Payment	Manual Wire		6/11/2024	201.04	Allegiance Benefit Plan Management Inc - Remit-To: COBRA	
Supplier Payment	Manual Wire		6/12/2024	48,718.60	State of Oregon Department of Revenue	
Supplier Payment	Manual Wire		6/12/2024	15,133.21	Bank Of America N.A. - Remit-To: Charlotte NC	
Procurement Card Payment	Manual Wire		6/12/2024	1,117,943.89	CoV JPM Procurement Card	
Supplier Payment	Manual Wire		6/13/2024	962,388.03	State of Washington Department of Retirement Systems (DRS)	

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# INVOICE PAYMENTS REPORT

<u>Category</u>	<u>Type</u>	<u>Reference</u>	<u>Date</u>	<u>Amount</u>	<u>Payee</u>	<u>Memo</u>
Supplier Payment	Manual Wire		6/14/2024	921,469.28	Clark County - Remit-To: Clark County - Treasurer Vancouver	
Supplier Payment	Manual Wire		6/14/2024	72,083.23	Liberty Mutual Group Inc.	
Supplier Payment	Manual Wire		6/17/2024	19,742.50	Washington Dental Service	
Supplier Payment	Manual Wire		6/17/2024	212,206.24	Blue Cross Blue Shield of Oregon	
Supplier Payment	Manual Wire		6/17/2024	4,534.02	Superion, LLC	
Supplier Payment	Manual Wire		6/17/2024	153.90	Bank Of America N.A. - Remit-To: Account Analysis	
Supplier Payment	Manual Wire		6/20/2024	67,378.23	Liberty Mutual Group Inc.	
Supplier Payment	Manual Wire		6/21/2024	1,653.24	VSP Vision Care Inc	
Supplier Payment	Manual Wire		6/21/2024	6,938.29	Washington Dental Service	
Supplier Payment	Manual Wire		6/21/2024	91,073.56	Blue Cross Blue Shield of Oregon	
Supplier Payment	Manual Wire		6/21/2024	137,652.25	Reliastar Life Insurance Co	
			<b>Manual Wire</b>	<b>5,854,113.46</b>		
			<b>Checks</b>	<b>3,308,543.33</b>		
			<b>Direct Deposit</b>	<b>6,029.67</b>		
			<b>EFT</b>	<b>4,844,392.90</b>		
			6/17/2024	21,150.46	City Payments	Posted 06-10-24 to 06-16-24
			6/24/2024	5,906.07	City Payments	Posted 06-17-24 to 06-23-24
			<b>Hansen Total</b>	<b>27,056.53</b>		
			6/17/2024	2,996.60	Miscellaneous	Parks Class Refunds FCC 06-10-24 to 06-16-24
			6/17/2024	5,698.39	Miscellaneous	Parks Class Refunds MCC 06-10-24 to 06-16-24
			6/24/2024	3,448.08	Miscellaneous	Parks Class Refunds FCC 06-17-24 to 06-23-24
			6/24/2024	1,249.49	Miscellaneous	Parks Class Refunds MCC 06-17-24 to 06-23-24
			<b>VISA Total</b>	<b>13,392.56</b>		
			<b>Payroll Total</b>	<b>4,410,881.04</b>		
			<b>GRAND TOTAL</b>	<b>18,464,409.49</b>		

\*Please contact Procurement Services if you would like to review the justification for EMERGENCY procurement.



**Staff Report: 105-24**

**TO:** Mayor and City Council

**FROM:** Eric Holmes, City Manager

**DATE:** 7/1/2024

**SUBJECT** South Cascade Terrace Subdivision

**Key Points**

- The applicant, Ginn Development Group, requests approval of a 60 single-family narrow lot subdivision and zone change from R-9 Lower Density Residential to R-17 Lower Density Residential on a 4.46-acre tract of land located south of the intersection of SE 192nd Avenue and SE Mill Plain Blvd.
- The zone change was reviewed against the following approval criteria listed in VMC 20.285: Consistency with applicable policies of the Vancouver strategic and comprehensive plan. That a change in circumstances has occurred since the existing designation was established.
- The subdivision was reviewed against the approval criteria listed in VMC 20.320.020.A.2.
- Per VMC 20.210-1, zone changes to the next highest zone require a Type IV process and recommendation by the Hearing Examiner to the City Council for final approval. The Hearing Examiner has determined the proposed development will meet all applicable approval criteria and is recommending that City Council approve the subdivision and zone change.
- An appeal of the SEPA Final Determination of Nonsignificance was filed in accordance with VMC 20.790.640 and subsequently denied by the Hearing Examiner.

**Strategic Plan Alignment**

**Housing and Human Needs** – meeting basic needs and partnering with organizations to support the community.

**Present Situation**

On April 16, 2024, a public hearing was conducted before the Hearings Examiner. On May 9, 2024, the Hearings Examiner issued findings, conclusions and recommendations. Her findings/recommendation are that both the zone change ordinance and subdivision should be APPROVED by City Council.

Additionally, on the April 16, 2024, the SEPA appeal was heard by the Hearing Examiner and subsequently DENIED on May 9, 2024.

**Advantage(s)**

- Approval of the proposed R-17 Lower Density Residential zoning provides more housing units and options than the existing R-9 zoning.
- Approval will allow for development in an area currently served by public utilities.

**Disadvantage(s)**

There will be additional traffic generated by the development. However, the City has reviewed the traffic impacts that the proposal will generate and determined there is adequate capacity on city streets to accommodate the anticipated increased traffic.

**Budget Impact**

None

**Prior Council Review**

June 3, 2024 - Council Consent Agenda

**Action Requested**

On Monday, July 1, 2024, subject to second reading and quasi-judicial public hearing, approve the ordinance.

*Kristian Corbin, Senior Planner, 360-487-7818*

**ATTACHMENTS:**

- ▢ Presentation
- ▢ Ordinance
- ▢ April 16, 2024 - Hearing Staff Report
- ▢ Hearings Examiner's Findings and Conclusion



# South Cascade Terrace Subdivision

**Kristian Corbin**  
Senior Planner  
Community Development  
July 1, 2024

# South Cascade Terrace Subdivision

PRJ-169060/LUP-83894

## Proposal

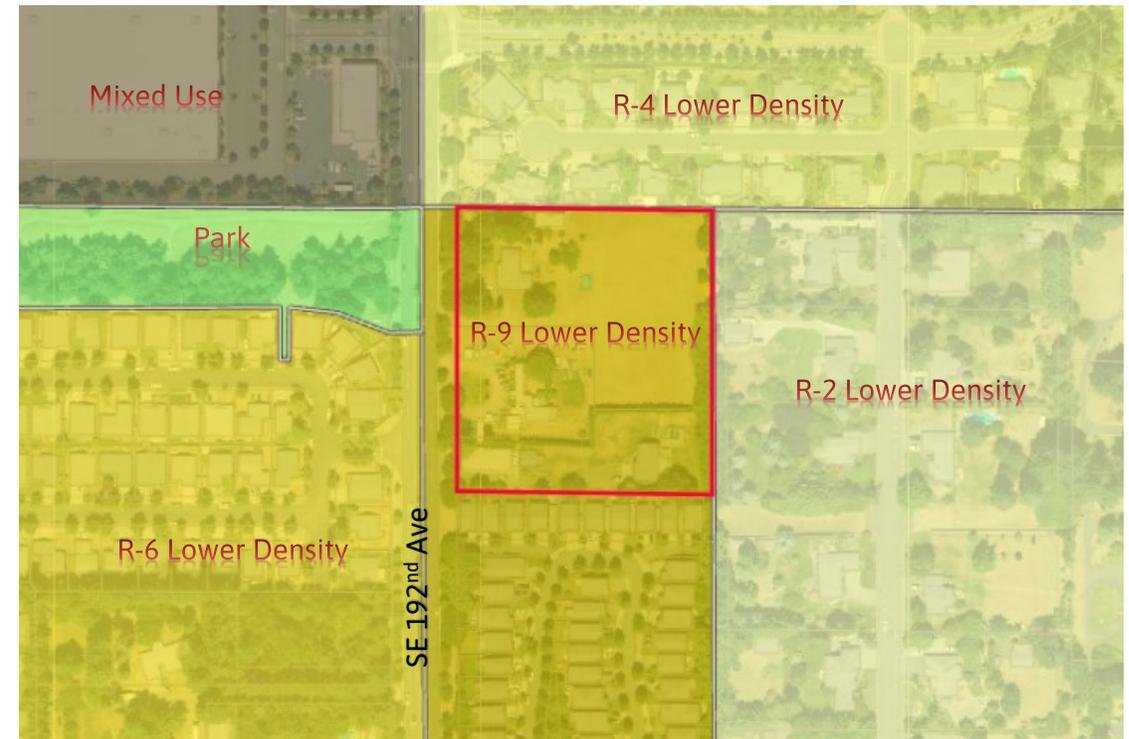
- Proposed Zone Change from R-9 Lower Density to R-17 Lower Density
- 60 Lot Subdivision



# South Cascade Terrace Subdivision

## Current Zoning Map

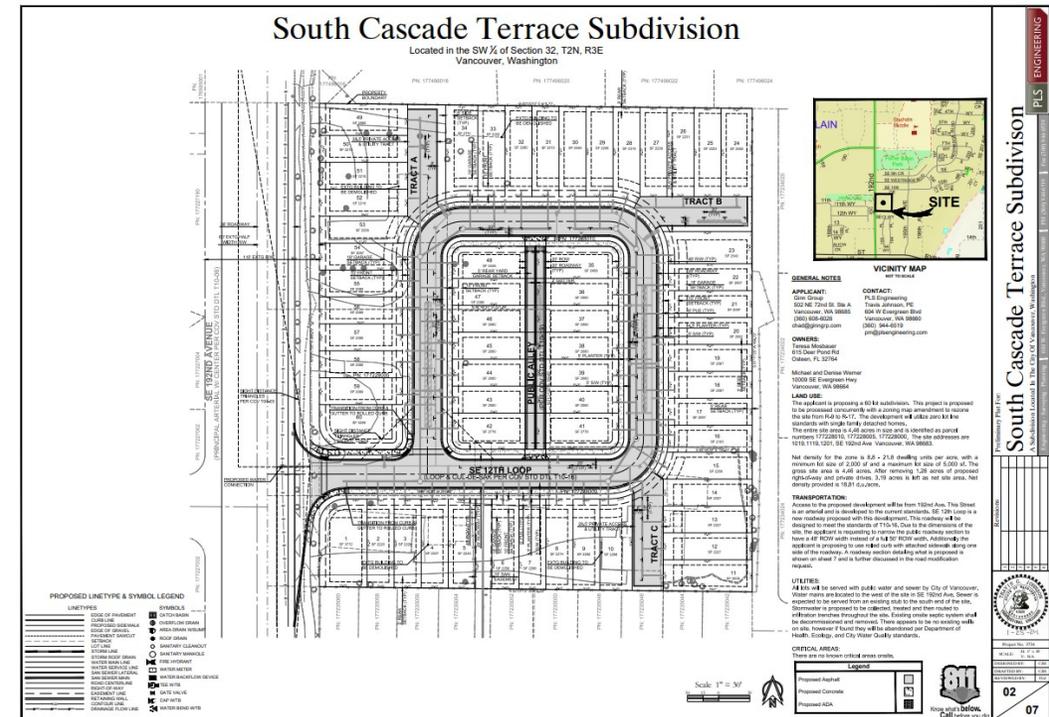
- Currently zoned R-9 Lower Density Residential
- Proposed zoning R-17 Lower Density Residential



# South Cascade Terrace Subdivision

## Text and Map Amendment Approval Criteria VMC 20.285

- Consistency with applicable policies of the Vancouver strategic plan and comprehensive plan
- Changes in circumstances since the existing designation was established.



# South Cascade Terrace Subdivision

## Text and Map Amendment Approval Criteria VMC 20.285

### Comprehensive Plan Consistency

- Comprehensive Plan designation  
Urban Low Density
- R-17 District is Lower Density  
Residential

### Changes in Circumstances

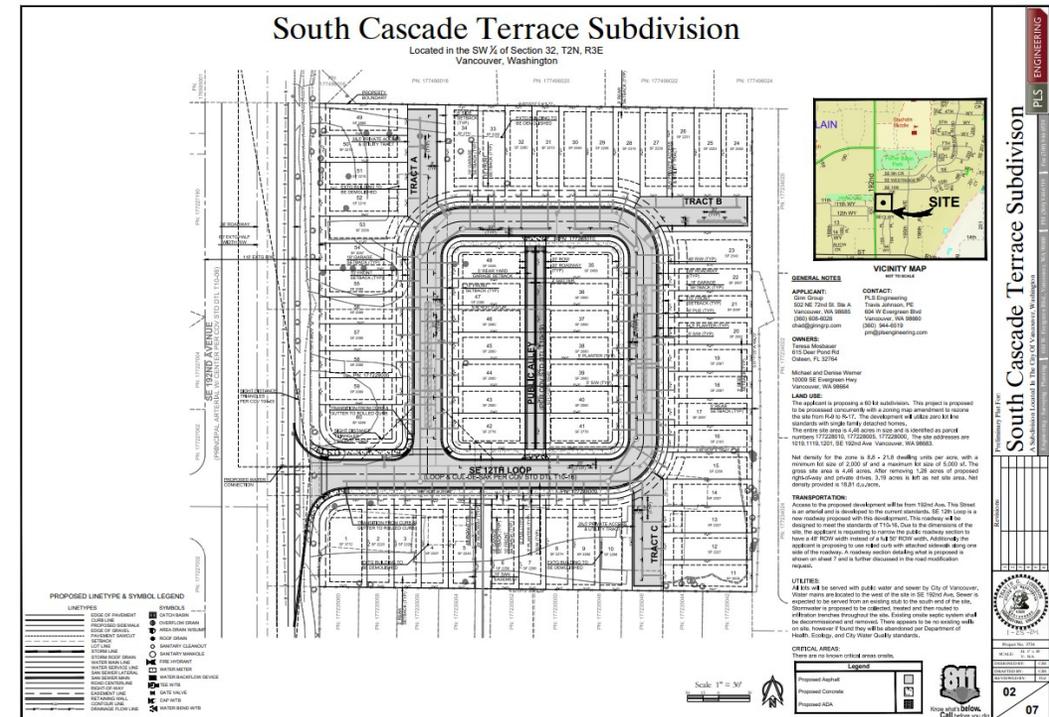
- 2022 Housing Code Policy Updates
  - Need for housing
  - Maintaining incremental  
changes



# South Cascade Terrace Subdivision

## Plat and Subdivision Approval Criteria VMC 20.320

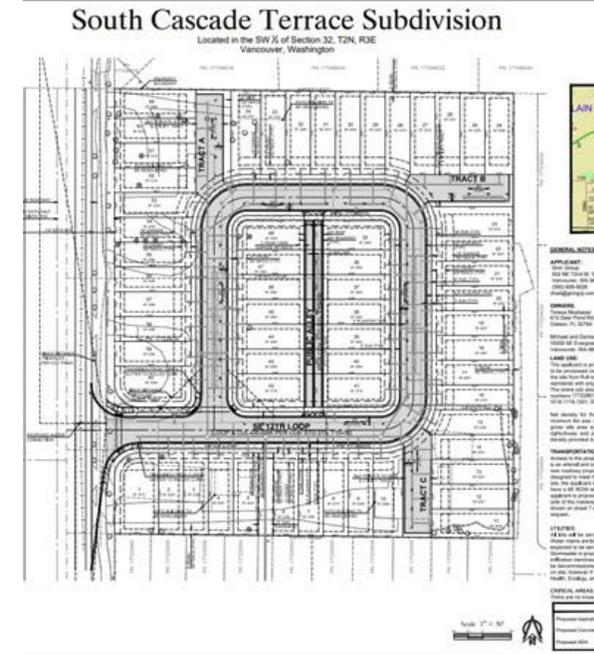
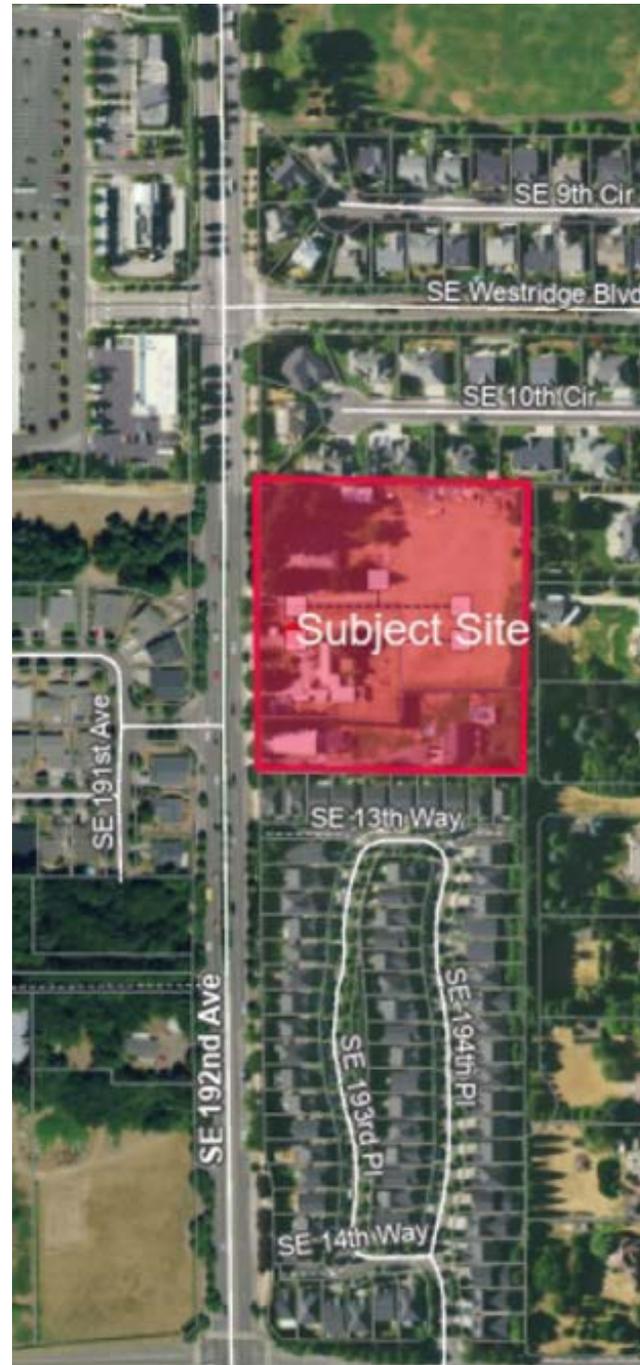
- Subdivision VMC 20.320
- Narrow Lot Development VMC 20.927



# South Cascade Terrace Subdivision

## Hearing Examiner Recommendation

- Hearing Examiner recommends **approval** of the zone change from R-9 Lower Density Residential to R-17 Lower Density Residential and;
- **Approval** of the 60-lot subdivision.



# South Cascade Terrace Subdivision



[Kristian.corbin@cityofvancouver.us](mailto:Kristian.corbin@cityofvancouver.us)



06/03/2024 (Date of First Reading)  
07/01/2024 (Date of Public Hearing)

ORDINANCE NO. M- [Ordinance Number]

AN ORDINANCE rendering findings and issuing a decision on the South Cascade Terrace zone change from R-9 Lower Density Residential to R-17 Lower Density Residential; and a 60-lot subdivision; and providing for severability and an effective date.

**WHEREAS**, on April 16, 2024, a hearing was held before the Vancouver Hearings Examiner regarding the approval of the zone change from R-9 Lower Density Residential to R-17 Lower Density Residential and 60 lot subdivision for the South Cascade Terrace Subdivision and

**WHEREAS**, on May 9, 2024, the Vancouver Hearing Examiner recommended approval of the zone change from R-9 Lower Density Residential to R-17 Lower Density Residential and 60 lot subdivision for the South Cascade Terrace Subdivision under File PRJ-169060/LUP-83894; and

**WHEREAS**, the zone change and subdivision is consistent with the Comprehensive Plan and the underlying zoning of the property.

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY OF VANCOUVER:

**Section 1. Findings.**

ORDINANCE - 1

- I. The Vancouver Hearing Examiner has found that all of the following criteria have been met, with conditions:

Pursuant to VMC 20.285.060, the approval criteria for a standalone zoning map amendment (i.e., a map amendment not involving a comprehensive plan amendment) require demonstration of the following:

1. How the proposal is more consistent with applicable policies of the Vancouver strategic plan and comprehensive plan than the existing designation; and
2. That a change in circumstances has occurred since the existing designation was established.

Pursuant to VMC 20.320.040, to obtain approval of a preliminary subdivision, the Applicants must demonstrate compliance with the following criteria:

A. Public facilities provision. Appropriate provisions to the extent necessary to mitigate an impact of the development have been made for transportation, water, storm drainage, erosion control and sanitary sewage disposal methods that are consistent with the City's current ordinances, standards and plans;

B. Proposed improvements. Appropriate provisions have been made for proposed streets, alleys and public ways, utilities and other improvements that are consistent with the City's current ordinances, standards and plans, and Department of Health and/or Washington State Department of Transportation standards and plans, where applicable;

C. Open space and dedications. Appropriate provisions to the extent necessary to mitigate an impact of the development have been made for open space, parks, schools, dedications, easements and reservations;

D. Physical characteristics. The design of the proposed short subdivision or subdivision site has taken into consideration the physical features of the site, including but not limited, to topography, soil conditions, susceptibility to flooding, inundation or swamp conditions, steep slopes or unique natural features such as wildlife habitat or wetlands;

E. Re-platting of existing subdivisions. When re-platting an existing subdivision, the short subdivision or subdivision shall comply with all of the terms and conditions of the existing subdivision's conditions of approval;

F. Compliance with all requirements of this title. The proposed short subdivision or subdivision complies with all applicable requirements of this title unless modified through the approval;

G. Compliance with State requirements. That the proposed short subdivision or subdivision complies with the requirements of RCW 58.17.110.

H. Narrow Lot Additional Criteria. Land divisions which contain one or more residential lots having a width of less than 40 feet shall meet additional criteria of VMC 20.927.030.A, B, and C.

Pursuant to VMC 20.927.030, in order for the City to grant approval of a preliminary short subdivision or subdivision that proposes narrow lots, the Applicant shall demonstrate compliance with the following criteria:

A. Conflicts on narrow lots shall be eliminated. The development has been designed to eliminate conflicts between on-site and off-site improvements and features associated with narrow lots. Specifically, the location, size, and design of features including driveways, public and private utilities (water, fire hydrants, sewer, roof infiltration, gas, cable, phone, electricity, etc.), on-street parking spaces, street trees, existing trees, light

poles, common mailboxes, street signs, etc., shall be considered in the design of the development and coordinated to eliminate conflicts with one another and meet minimum spacing requirements.

B. Adequate guest parking shall be provided. The development has been designed to provide for at least one guest parking space for every three narrow lots in the development. Such spaces may be located on-street (on local access or loop classification roadways only) or in common parking areas subject to the development standards of VMC 20.927.040.A(2).

C. Solid waste and recycling collection and access shall be provided. The development shall be designed to provide for safe access and maneuvering by solid waste and recycling collection vehicles to designated collection points for each lot.

II. City Council hereby adopts the foregoing findings and the findings of the Vancouver Hearings Examiner contained in the Findings, Conclusions, and Recommendation, which are attached hereto and hereby incorporated by reference, as its own.

III. City Council further finds that, consistent with the incorporated Hearings Examierns Findings, Conclusions, and Recommendation, that appropriate provisions are made for the public health, safety, and general welfare and for such open spaces, drainage ways, streets or roads, alleys, other public ways, transit stops, potable water supplies, sanitary wastes, parks and recreation, playgrounds, schools and schoolgrounds and all other relevant facts, including sidewalks and other planning features that assure safe walking conditions for students who only walk to and from school; and (b) the public use and interest will be served by the platting of such subdivision and dedication.

## **Section 2. Legal Description.**

ORDINANCE - 4

The legal description of the lands referred to in the ordinance is as follows:

Tax Lots 177228010, 177228005 and 177228000, located in the SW Quarter of Section 32, Township 2N, Range 3E of the Willamette Meridian, Clark County, Washington.

**Section 3. Approval Granted.**

Based upon the foregoing findings, as well as the findings contained in Staff Report No. PRJ-169060/LUP-83894, which are hereby incorporated by reference, approval of the South Cascade Terrace zone change from R-9 Lower Density Residential to R-17 Lower Density Residential; and approval of a 60-lot subdivision is hereby granted, with the conditions outlined in the Hearing Examiner’s Findings, Conclusions, and Recommendation, incorporated above by reference.

**Section 4. Severability.**

If any provision of this ordinance or its application to any person or circumstance is held invalid, the remainder or the application of the provisions to other persons or circumstances is not affected.

**Section 5. Effective Date.**

This ordinance shall take effect fifteen (15) days after passage and publication.

DATE OF FINAL PASSAGE by the Vancouver City Council: \_\_\_\_\_.

SIGNED this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Anne McEnery-Ogle, Mayor

Attest:

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Natasha Ramras, City Clerk

Approved as to form:

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Jonathan Young, City Attorney

ORDINANCE - 6

SUMMARY

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE rendering findings and issuing a decision on the South Cascade Terrace zone change from R-9 Lower Density Residential to R-17 Lower Density Residential; and a 60-lot subdivision. The full text of this ordinance will be mailed upon request. Contact Raelyn McJilton, Records Officer at 487-8711, or via [www.cityofvancouver.us](http://www.cityofvancouver.us) (Go to City Government and Public Records).

ORDINANCE - 7



**STAFF REPORT**

**Staff Report and Recommendation to the Hearing Examiner**

<b>Project Name</b>	South Cascade Terrace Subdivision - PRJ-169060/LUP-83894
<b>Report Date</b>	April 2, 2024
<b>Hearing Date</b>	April 16, 2024
<b>Proposal</b>	A proposed 60 single-family narrow lot subdivision and zone change from R-9 Lower Density Residential to R-17 Lower Density Residential on a 4.46-acre tract of land. The subject site is located south of the intersection of SE 192nd Avenue and SE Mill Plain Blvd. The application was reviewed via the Type IV process.
<b>Location</b>	1019, 1119 and 1201 SE 192nd Avenue
<b>Contact</b>	Travis Johnson PLS Engineering 604 W. Evergreen Blvd. Vancouver, Washington 98660
<b>Applicant</b>	Chad Stewart Ginn Group LLC 502 NE 72nd Street Vancouver, Washington 98665
<b>Property Owner</b>	Ginn Group 502 NE 72nd Street Vancouver, Washington 98665
<b>Staff</b>	Kristian Corbin, Senior Planner Eric Hahn, Transportation Cale Baker, Fire Giff Hancock, Water Catherine Morey, Sewer Mark Hazuka, Stormwater Patricia Clerf, Building
<b>Approval Criteria:</b>	Text and Map Amendments – VMC 20.285 Subdivision – VMC 20.320.040 Narrow Lot Development – VMC 20.927

**SEPA  
Determination** Final Determination of Nonsignificance

**Staff  
Recommendation** Preliminary zoning change and subdivision approval with conditions. Project conditions and/or required revisions are identified in the conclusion of this report.

**RECOMMENDATION**

This report to the hearing examiner is a recommendation from Community Development Department. The examiner may adopt, modify or reject this recommendation. The hearing examiner recommendation will be forwarded to City Council for a final decision.

For questions or additional information, you may contact the case manager by telephone at 360-487-7818, or by e-mail at [Kristian.corbin@cityofvancouver.us](mailto:Kristian.corbin@cityofvancouver.us).

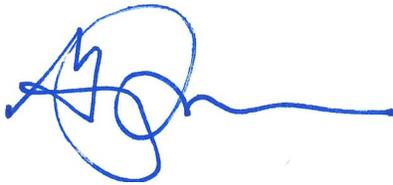


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Report Prepared by  
Kristian Corbin, Senior Planner/Case Manager

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April 2, 2024  
Date



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Greg Turner, Manager  
Land Use Planning

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April 2, 2024  
Date

## BACKGROUND

### Project Summary

The proposal is to develop a 60-lot subdivision on 4.46-acre tract of land. Additionally, the proposal includes a zone change from R-9 Lower Density Residential to R-17 Lower Density residential which requires a Type IV Land Use review. The applicant selected to apply Narrow Lot Development (VMC 20.927) and Zero Lot Line (VMC 20.910.050) standards to this development. South Cascade Terrace was reviewed against these additional standards and addressed later in this report. The site is relatively flat and contains no mapped critical areas as listed in VMC 20.740 Critical Areas Protection.

Access to the lots will be from SE 192nd Avenue to the west.

Notice of Applicant/Hearing procedures was followed by Staff in accordance with VMC 20.210.060(E) (Exhibit 5). Subsequently the mandated public comment period per VMC 20.210.060(F) for 30 calendar days after the notice of application is mailed and published was followed. Dates of the Municipal Code procedures are listed in the Procedural History” table listed below.

### General Site Information

Zoning District	R-9 Low Density Residential
Adjacent Zoning Designation	North: R-4 Low Density Residential South: R-9 Low Density Residential East: R-2 Low Density Residential West: R-6 Low Density Residential/Park
Comprehensive Plan Designation	Urban Lower Density (UL)
Parcel Size	PID 177228010 – 2.47 acres (107,593 sq. ft.) PID 177228005 - 0.92 acres (40,075 sq. ft.) PID 177228000 – 1.08 acres (47,045 sq. ft.) Total area: 4.46 acres (194,713 sq. ft.)
Adjacent Land Uses	North, South, East, West: Single Dwellings, Detached
Access Roads	SE 192nd Avenue (to the east)
Existing Vegetation	Trees and grasses
Existing Structures	Single Dwellings, Detached
Topography	Relatively flat
Geologic Hazards	No mapping indicators
Seismic Hazard	NEHRP Class: C
Habitat and Species Impacts	No mapping indicators
Flood Plains	Outside flood area
Wetlands	No mapping indicators
Archaeology	Moderate – High (Archaeological Site Buffer: Yes)
Drainage Basin	Burnt Bridge
Wellhead Protection	No mapping indicators
Soils	Non-Hydric/LgB
Park Impact Fee District	District C
School Impact Fee District	Evergreen
Impacted Schools	Illahee Elementary School; Shahala Middle School, Union High School
Traffic Impact Fee District	Cascade
Transportation Analysis Zone	418
Sewer District	Vancouver

Water District	Vancouver
Fire Service	Vancouver

**Procedural History**

Activity	Case #	Date
Pre-application conference	PIR-83739	10/26/2023
Application submitted	LUP-83894	12/26/2023
Application determined fully complete		2/1/2024
Notice of application and notice of public hearing		2/9/2024
SEPA determination: DNS		3/12/2024
Hearing Date		4/16/2024

**APPLICABLE REGULATIONS**

**Vancouver Municipal Code**

VMC Chapters 11.80 Street Standards; 11.90 Transportation; 11.95 Transportation Concurrency; 14.04 Water and Sewer Use Regulations; 14.16 Water and Sewer Service Connections; 14.24 Erosion Control; 14.25 Stormwater Control; 14.26 Water Resource Protection; 16.04.160 Water Supply and Fire Hydrants; 16.04.150 Fire Apparatus Access; 16.04.170 through 16.04.210 Fire Protection Systems; 16.04.010 Premises Identification; 20.210 Decision Making Procedures; 20.320 Subdivisions; 20.915 Impact Fees; 20.770 Tree Conservation; 20.410 Lower Density Residential Districts; 20.925 Landscaping and Open Storage; 20.945 Parking and Loading; and 20.790 State Environmental Policy Act Regulations.

**Comprehensive Plan**

**Public Works Publications**

General Requirements & Details for Water Main Construction  
 General Requirements & Details for Sewer Main Construction

**Other**

RCW 58.17  
 Manual on Uniform Traffic Control Devices

**ANALYSIS**

Staff reviewed the proposal for compliance with applicable regulations, code criteria and standards in order to determine whether all potential impacts will be mitigated by the requirements of the code.

**AGENCY AND PUBLIC COMMENTS**

**Clark County Public Health**

**On-Site Sewage Treatment Systems (CCC 24.17, WAC 246-272A, CCC 40.370, RCW 58.17)**

**Finding:** All on-site sewage systems located during development of this plat must be properly abandoned with documentation submitted to CCPH prior to final plat approval. Proper abandonment of the systems requires tank pumping by a licensed pumper, breaking in the tank lids, and filling the cavities with compacted soil. Any cesspools, drywells, or pump chambers discovered on the site must also be abandoned in this manner.

The proposed development must be served by public sewer. A copy of the final acceptance letter (or equivalent) from the purveyor shall be submitted with the Mylar (final plat).

**Water Systems (WAC 173-160, WAC 246-290, CCC 40.370, RCW 58.17)**

A municipal water supply is proposed for this development. No existing water well is noted in the application or observed in the field by CCPH.

Water wells may exist at the site. Any well discovered during development must be legally decommissioned by a licensed well driller per WAC 173-160-381. Decommissioned wells must be shown on the final plat.

The proposed development must be served by public water. A copy of the final acceptance letter (or equivalent) from the purveyor shall be submitted with the Mylar (final plat).

**Department of Ecology**

A letter was received from the Department of Ecology dated March 8, 2024 (Exhibit 14). The email contains standards for solid waste management, toxics cleanup and water quality. **The applicant shall comply with these requirements during construction.**

**Evergreen Public Schools**

A letter was received from Evergreen Public Schools dated Nov. 3, 2023 (Exhibit 13). The letter contains information on school capacity and bus transportation. **The applicant shall be aware that those prospective residents of this subdivision understand that busing will not be provided for the area since the elementary school, middle school and high school are within a half mile.**

**Public Comment**

Per VMC 20.210.060(F), a period of 30 calendar days after the Notice of Application is required, for public comment. The Notice of Application and Public Hearing (Exhibit 5) was sent Feb. 9, 2024 and the comment period closed March 11, 2024 at 4:00 p.m. Electronic messages were received during that time and the following comments were received:

**Public Comment:** Concerns about the reasoning behind the zone change from R-9 to R-17

**Staff Response:** The zone change from R-9 lower density residential to R-17 lower density residential addresses the goals and polices of the City's 2022 Housing Code Updates. The intent of the updates was to address middle housing needs within city limits.

Additionally, it limits the types of multi-family development within the single-family urban fabric of the surrounding area. The zone change addresses the housing need while being mindful of minimizing abrupt changes to the existing community. Further information on how the proposal meets the goals and strategies of the city are discussed by staff and the applicant later in this report under the Text and Map Amendment Section.

**Public Comment:** A concerns about how the proposed development would accommodate common space, green space and consideration of water management/environmental impacts.

**Staff Response:** Though this type of development does not require common open space, it is in proximity to a local park and standard lot coverage maximums will be enforced at building permit to ensure each lot has open space. The City's water engineers have reviewed the proposal and deemed the existing infrastructure to be adequate for this development. The proposal required a SEPA (State Environmental Policy Act) which was reviewed by both the City of Vancouver and the State of Washington Department of Ecology. Based on available records, there are no environmental sensitive areas or critical areas mapped on the subject site as listed in VMC 20.740. The project adheres to the development standards listed in the proposed R-17

zoning and no request has been made by the applicant for any modifications that would create unnecessary impacts to the environment. Therefore, a Determination of Nonsignificance and subsequently, a Final Determination of Nonsignificance was issued by staff for this proposal.

**Public Comment:** Traffic intrusion on existing neighborhood streets and cut through traffic specifically through along SE 195th

**Staff Response:** The City will be removing the U-turn restrictions at Westridge and 192nd Avenue. This will allow residents of the development to travel southbound on 192nd Avenue without having to go around the block. Additionally, the City has installed traffic calming on 195th Avenue prior to this application.

**Public Comment:** A concern was raised about adequate fire coverage and means of fire separation for the amount of lots proposed in this development.

**Staff Response:** The proposal was reviewed by City of Vancouver Fire and was found to meet their code requirements. Additionally, a Fire Response plan is required prior to civil plan approval. Each individual building will be reviewed against the building code during building permit review.

## FINDINGS

### **VMC Title 20 Land Use and Development Code**

#### **20.210 Decision Making Procedures**

**Finding:** Type IV - Per Table 20.210-1, approval of a zoning map amendments requires a Type IV process. Preliminary subdivisions requires a Type III process. Per VMC 20.210.020(D), concurrent review is required to utilize the highest type of procedure that applies to any of the applications. The Type IV procedure was used for this application.

As noted in the procedural history section above, staff followed the required notification procedures and review timelines for a Type IV development application.

#### **20.285 Text and Map Amendments**

Per VMC 20.285.040(C)(2), standalone zoning map changes that propose to shift from one residential zoning designation to the next most or least intensive designation, and are accompanied by a proposed subdivision, shall be reviewed by the hearing examiner. The proposed change from R-9 Lower Density Residential to R-17 Lower Density Residential is the next most least intensive designation.

#### **VMC 20.285.060 Approval Criteria – Standalone Zoning Map Amendments**

Zoning map amendments not involving associated comprehensive plan map amendments shall demonstrate the following:

1. How the proposal is more consistent with applicable policies of the Vancouver strategic plan and comprehensive plan than the existing designation

#### **Applicant Response: Consistency with Vancouver Strategic Plan**

The City adopted a 2023-2029 Strategic Plan earlier this year that included eight focus areas. This narrative below shows how the proposal is consistent with five of the applicable focus areas:

#### **Transportation and Mobility**

The development will improve transportation and mobility in and around the site with proposed internal streets with sidewalks. SE 192nd Avenue is fully developed abutting the

site. C-Tran operates several bus routes along SE 192nd Avenue with the nearest stop approximately 315 feet north of the site. C-Tran operates bus rapid transit along SE Mill Plain Boulevard, with the nearest stop approximately ½ mile northwest of the site. The site is within the urban areas of the County and there is adequate roadway infrastructure to support the proposed development.

### **Housing and Human Needs**

The proposed development would bring an additional 60 single family homes to the market. These homes would be affordable to a large portion of the community as they would be smaller efficient homes on compact lots. These proposed homes would contribute to the diverse range of housing options within the city and help make home ownership attainable.

### **Vibrant and Distinct Neighborhoods**

The proposed development will integrate well with the existing residential neighborhood that consists of a wide range of housing. There are single-family homes on larger lots to the north and east of the site, as well as to the west across SE 192nd Avenue. South of the site are single-family homes on narrow lots, similar to this proposal. The site itself will provide a relatively private looped road community that will foster social cohesion.

### **Safe and Prepared Community**

Emergency services will be provided by the Vancouver Police Department and Fire District. The nearest Fire Station is approximately 1 mile west of the site. The proposed site is also within an urban area that is served by public water. The site will be designed with fire hydrants that meet the spacing requirements of the current fire codes. The proposed homes will also meet the current building codes that continually include updates that improve the performance of buildings during natural disasters, including earthquakes.

### **Climate and Natural Systems**

The proposed site development will include energy efficient homes. This will likely include smaller homes that maximize the utility of spaces while cutting down on overall building size. The homes will also be equipped with high efficiency heat pump HVAC and water heater systems. The HVAC systems will include air conditioning to improve livability during the summer months. 134 trees are also proposed to be planted to improve long-term tree canopy over the site. The site will include stormwater systems that will collect and treat stormwater from pollution generating surfaces. All stormwater is proposed to be infiltrated into the ground.

### **2022 Housing Code Updates**

In response to the 2016-2021 strategic plan and the 2016 Affordable Housing Task Force recommendations, the City Council studied and approved housing code updates in 2022. This code update resulted in the creation of the R-17 zone to provide additional housing options, and improve affordability within the city.

The Housing Code Updates webpage states the following as a purpose of the update: "Vancouver, like many communities, is facing a housing crisis. As the city continues to grow, there is a desire and need for new types of housing that would allow residents to live more affordably while also maintaining neighborhood livability. However, current city zoning rules prohibit many of these housing options. Changes to the development code can create opportunities for the private sector to deliver a more diverse, affordable housing stock."

The project goals of the housing update are stated as the following:  
 “The goal of the project is to update City codes to allow for different, smaller and more affordable types of housing choices. Many are recommended in the Affordable Housing Task Force report (2016) and many are similar to what is allowed in Clark County and other Washington cities nearby and statewide.”

The specific goals include:

- Allowing for the development of diverse housing types to meet changing demographic needs and consumer preferences
- Expanding market rate, middle income, and affordable housing choices
- Maintaining neighborhood livability with incremental, rather than wholesale, change
- Providing more opportunities for people to live near where they work and attend school, and reduce costly commutes
- Facilitating development in areas with full existing public services

The current proposal is consistent with this plan and will help meet the City’s goals. The subdivision proposal associated with the zone change will accomplish the following:

- The project will add diversity to the housing options in the immediate vicinity of the site.
- It will provide middle income housing geared toward families wanting to live in the City of Vancouver.
- The rezone is only an incremental change in density and will blend with existing development in the immediate area. There is a small lot single family development to the east, apartments to the north, multifamily zoned land to the west, and a highway to the south
- The site is located in the middle of the urban area of Vancouver and is surrounded by existing development.
- The project in is an area with full existing public services.

**Consistency with the Comprehensive Plan**

This request is consistent with the purpose of the existing Comprehensive Plan designation:

Table 1-5. Vancouver comprehensive plan land use designations

Comprehensive Plan designation	Corresponding Zoning	General Intent
<b>Residential</b>		
Urban Lower Density	R-2, R-4, R-6, R-9	Predominantly single-family detached residential development, with some allowances for duplexes, townhouses, and single-family homes on small lots using infill standards

Both the R-9 and R-17 zones are Urban Lower Density, though the R-17 zone was adopted in 2022 and does not appear in the 2021 text above. The general intent of the zone includes allowances for smaller lots and homes (including townhomes). The intent of the new R-17 zone and the proposed development is to provide efficient middle housing.

This request furthers the Community Development policies on page 1-14 to 1-15 of the Comprehensive Plan: *“CD-2 Efficient development patterns Encourage efficient development throughout Vancouver to ensure achievement of average density of 8 units per acre set by countywide planning policies. Encourage higher density and more intense development in areas that are more extensively served by facilities, particularly transportation and transit services.”*

Response

- The site is in an urban area and with access to all required urban services including adequate transportation services. The nearest public transportation is approximately 315 feet to the north on Mill Plain Blvd. This is a short walk from the site.

*“CD-3 Infill and redevelopment- Where compatible with surrounding uses, efficiently use urban land by facilitating infill of undeveloped properties, and redevelopment of underutilized and developed properties. Allow for conversion of single to multi-family housing where designed to be compatible with surrounding uses.”*

Response

- This is a relatively small infill project, where the intent is to convert the existing underutilized land into an efficient housing project.

In addition, the request fulfills both CD-9, facilitating compatible uses adjacent to each other, and CD-10, placing housing near services (complementary land uses).

Chapter 3 of the Comprehensive Plan contains the City’s Housing element. The Plan recognizes the need for diverse housing:

*“As the baby boom generation ages over the next 20 years, there is likely to be a greater need and demand for smaller units, retirement homes, and assisted living.”*

Page 3-3.

The plan notes that most residential housing is single-family housing (57%). *Id.* Housing affordability is also a City concern:

*“The Growth Management Act requires local jurisdictions to demonstrate that regulations allow and encourage housing for all economic segments of the community. Table 3-3 provides a breakdown of local households by income ranges, and the general share of Vancouver housing they can afford to buy or rent without having to spend more than 30% of their income.”*

There are several policies that would be furthered by this request, including:

*H-1 Housing options*

*“Provide for a range of housing types and densities for all economic segments of the population. Encourage equal and fair access to housing for renters and homeowners.”*

*H-2 Affordability*

*“Provide affordable housing by formulating innovative policies, regulations and practices, and establishing secure funding mechanisms. Target affordability programs toward households with incomes below the median.”*

**Staff Response:** The City’s Comprehensive Plan indicates this area to be Urban Low Density. Based on the requested R-17 Lower Density Residential zoning, the proposal meets the intent of the comprehensive plan.

Concerns from the public were raised about the density of the zone change. Per VMC 20.410.030, the R-17 district currently places limitations on multi-family housing types only permitting up to four dwelling units subject to density standards. Though by definition, the R-17 does permit multi-

family options, the limitations do not allow larger housing types that are permitted in our higher density residential zones.

2. That a change in circumstances has occurred since the existing designation was established.

**Applicant response:** The housing and affordability crisis represents a change in circumstance since the existing zoning designation was established. Well-planned site-specific rezone requests are a way to increase the housing supply in the urban areas of the city. This increase in housing supply will help improve affordability within the city.

Approval of this rezone request will result in a development that can be served by existing urban public services and will provide more flexibility in density and housing types, resulting in more affordable housing.

**Staff Response: Adherence to the 2022 housing code goals and policy updates adopted by City Council**

This proposal was reviewed against the specific goals of the Housing Code Updates. In summary, these goals are: adding flexibility to the private market to develop a range of housing types to meet changing demographic needs, expanding middle income and workforce housing choices, maintaining neighborhood livability with incremental rather than wholesale change, provide citizens with opportunities to live near where they work/attend school, and encourage efficient development in areas with existing public services.

As previously mentioned, the requested R-17 zoning does permit a wider range of housing types than the current zoning. Specifically, three-family and four-family dwellings. This allows more housing options for changing demographics, incomes levels and the general workforce within lower density residential areas.

Changing from R-9 Lower Density Residential to R-17 Lower Residential is an incremental change. Though it does allow for higher density and different housing types, it limits large multi-family development in the existing neighborhoods/communities.

**Conclusion:** Staff concurs with the applicant and finds the proposal adheres to both the comprehensive plan and housing goals adopted by the City Council in 2023.

**20.320 Subdivisions**

**Finding:** Per VMC 20.320.020.A.2, the hearing examiner shall approve, approve with conditions or deny an application for subdivision preliminary plat by means of a Type III procedure using approval criteria contained in VMC 20.320.040.

**Approval Criteria** Per 20.320.040 VMC, to receive approval of a preliminary subdivision, the applicant must demonstrate compliance with the following criteria:

A. Public facilities provision

*Appropriate provisions to the extent necessary to mitigate an impact of the development have been made for transportation, water, storm drainage, erosion control and sanitary sewage disposal methods that are consistent with the City's current ordinances, standards and plans.*

**Applicant Response:** There are adequate public facilities at or near the site to support the development. Mitigation is not required for the minor traffic impacts of the development will produce in the area. See the Transportation Impact Study prepared by Lancaster Mobley

included with this application. Public water access is available at the site and there is adequate capacity to support the development with minimal impacts. Onsite stormwater will be managed according to the applicable standards. Any offsite impacts will be negligible. A grading plan has been included with the application. A SWPPP is included in the Stormwater report. Applicable regulations will be followed to minimize the risk of erosion related impacts. Public sanitary sewer is available at the site and will be extended to serve all the proposed lots.

**Finding:** Staff concurs with the applicant.

B. Proposed improvements

*Appropriate provisions have been made for proposed streets, alleys and public ways, utilities and other improvements that are consistent with the City's current ordinances, standards and plans, and Department of Health and/or Washington State Department of Transportation standards and plans, where applicable.*

**Applicant Response:** The proposed improvements are consistent with the City's current ordinances, standards, and plans.

**Finding:** The frontage along existing 192nd Avenue and newly constructed SE 12th Loop will adhere to transportation standards and the road modification as approved by city staff. The new internal street will be constructed to City of Vancouver standards. Utilities and stormwater management provisions will be extended through the site. Existing sewer and water systems have sufficient capacity to serve this development and stormwater will be managed in accordance with adopted codes and regulations.

C. Open space and dedications

*Appropriate provisions to the extent necessary to mitigate an impact of the development have been made for open space, parks, schools, dedications, easements and reservations.*

**Applicant Response:** Impact fees will be paid for parks and schools to offset potential impacts.

**Finding:** Provisions for the acquisition and maintenance of parks, open space, and schools will be provided with the payment of school and park impact fees, paid upon the issuance of building permits. The applicant will be required to provide any necessary easements for sidewalks, streetlights and utility extensions prior to final plat approval.

D. Physical characteristics

*The design of the proposed short subdivision or subdivision-site has taken into consideration the physical features of the site including but not limited to topography, soil conditions, susceptibility to flooding, inundation or swamp conditions, steep slopes or unique natural features such as wildlife habitat or wetlands*

**Applicant Response:** The subdivision design has taken into account the physical characteristics of the site. There are no critical areas on-site to be retained.

**Finding:** The site is relatively flat and does not contain unique features such as wetlands or priority habitat; there are no known geological challenges on this site. The physical characteristics of the subject site appear to have been taken into consideration.

E. Re-platting of existing subdivisions

*When re-platting an existing subdivision, the short subdivision or subdivision shall comply with all of the terms and conditions of the existing subdivision's conditions of approval.*

**Applicant Response:** There are no known existing subdivision conditions that apply to the proposed project.

**Finding:** This is not a re-plat of an existing subdivision.

F. Compliance with all requirements of this title

*The proposed short subdivision or subdivision complies with all applicable requirements of this title unless modified through the approval.*

**Applicant Response:** The proposal complies with the application requirements of VMC Title 20 as indicated at the end of the narrative.

**Finding:** The provisions of this title, including narrow lot development standards, have been met or will be met as conditioned.

G. Compliance with state requirements

*That the proposed short subdivision or subdivision complies with the requirements of RCW 58.17.110.*

**Applicant Response:** The subdivision complies with the requirements of RCW 58.17.110 as indicated at the end of the narrative.

**Finding:** The comprehensive plan identifies goals and policies that guide development in the City of Vancouver for the benefit of the public health, safety and general welfare. The proposed plat complies with these goals and policies by providing new housing units affordable to a large segment of the population at anticipated densities; by providing the necessary infrastructure to serve the development, including the payment of impact fees for schools, parks and transportation; and by demonstrating all applicable laws can be complied with as conditioned.

The proposed plat will assist in the expansion of the city's housing supply; it will facilitate development in an area that is largely developed and has urban services; it will implement city goals promoting development while limiting urban sprawl.

Students residing in this development will attend Evergreen Public Schools: Union High School, Shahala Middle School, and Illahee Elementary School. Students will walk to all three schools per the school district as they do not provide busing for the area. Any future bus stop locations will be determined by the school district. See letter from Evergreen Public Schools (Exhibit 13).

This project complies with RCW 58.17.110.

H. Narrow lot Additional Criteria

*Land divisions which contain one or more residential lots having a width of less than 40 feet shall meet additional criteria of VMC 20.927.030A, B and C.*

**Applicant Response:** This subdivision complies with the additional criteria for narrow lots as displayed in VMC 20.927. This section of the code is discussed below in more detail.

**Finding:** As discussed later in this report, the applicant has shown the capability to meet the criteria of VMC 20.927.030A, B and C.

**20.320.070(A) Subdivision Layout and Required Improvements**

- a) **Street improvement standards.** *All proposed street and street improvements shall comply with the provisions of Title 11 and approved transportation standards details on file with Transportation Services.*

**Applicant Response:** All proposed streets comply with VMC 11 and the approved transportation standard details.

**Finding:** As stated in the Transportation section of this report, proposed street improvements will comply with the provisions of Title 11, subject to the conditions of approval.

- b) **Blocks.** *The length, width and shape of blocks shall be designed with due regard to providing adequate building sites for the use contemplated; consideration of the needs for convenient access, circulation, control, safety of motor vehicular, bicycle and pedestrian traffic and recognition of limitations and opportunities of topography.*

**Applicant Response:** Block lengths proposed provide for convenient access and circulation. There are no opportunities to improve block length at the site, but the proposed access will be convenient for the future residents.

**Finding:** No blocks are being created with this subdivision.

- c) **Blocks – sizes.** *Blocks shall not exceed 1,300 feet in length between street lines, except blocks adjacent to arterial streets or unless a previous adjacent layout or topographical condition justifies variation. The recommended minimum distance between intersections of arterial streets is 1,800 feet. Minimum length of a block shall not be less than 180 feet.*

**Applicant Response:** The site is surrounded by existing development and bound by SE 192nd Avenue to the west. There are no opportunities to create “blocks” with the proposed development.

**Finding:** No blocks are being created with this subdivision.

- d) **Easements**

- 1. **Utility lines.** *Easements for sewers, drainage, water lines, electric lines or other public use utilities shall be provided. The size and location of the easement shall be reviewed and approved by the appropriate utility provider.*

**Applicant Response:** Easements are shown on plan for access and utilities. Utility easements will be reviewed and approved by the appropriate utility provider.

**Finding:** All water, storm, and sanitary sewer lines constructed within the public right of way do not require easements. However, if these lines, hydrants, water meters or other utilities are constructed outside the public right of way, dedication or easements will be required prior to final plat approval.

- 2. **Watercourses.** *If a subdivision is traversed by a watercourse, such as a drainage way, channel or stream, there shall be provided a stormwater easement for the width of the watercourse plus 15 feet on each side of the watercourse. Streets or parkways parallel to a major watercourse may be required.*

**Finding:** No watercourse traverses the property.

3. **Pedestrian/bicycle ways in and through residential subdivisions.** *In blocks over 800 feet in length, a pedestrian/bicycle way with a minimum width of 16 feet shall be required through the middle of the block when required by the Transportation Manager for public convenience and safety; 12 feet of the 16-foot corridor shall be paved in a durable material. If unusual conditions require blocks longer than 1,200 feet in length, two pedestrian/bicycle ways shall be required. When required by the Transportation Manager for public convenience and safety, pedestrian ways shall be required to connect cul-de-sacs or to pass through unusually shaped lots.*

**Finding:** No blocks are being created with this subdivision.

- e) **Flag lots.** *Flag lots may be permitted, provided that the minimum width of the flag stem is 15 feet for a single lot and 20 feet for a shared flag access. No more than four lots may be accessed from a single flag stem.*

**Applicant Response:** No flag lots are proposed with this development.

**Finding:** No flag lots are proposed with this development.

- f) **Lot side lines.** *Side lines, as far as practical, shall run at right angles to the street on which the lot faces.*

**Applicant Response:** The side lot lines run at right angles to the proposed streets.

**Finding:** Where practical and for the majority of the proposed lots, the side lot lines run at right angles to the street.

- g) **Lot frontage.** *With the exception of flag lots, all lots shall abut on a public or private street with a minimum frontage of not less than 20 feet.*

**Applicant Response:** All lots meet the minimum frontage requirements of 20 feet.

**Finding:** All lots have at least 20 feet of frontage.

- h) **Parks and playgrounds.** *The review authority shall see that appropriate provision is made for parks and playgrounds to serve the proposed subdivision.*

**Applicant Response:** Park impact fees will be paid at the time of building permit issuance for each lot.

**Finding:** Park impact fees, assessed for each new residence, are to be used for the acquisition of new parklands and improvements to existing parks.

- i) **Narrow Lot Land Divisions.** *Land divisions which contain one or more residential lots having a width of less than 40 feet shall meet the development standards of VMC [20.927.040](#).*

**Applicant Response:** The narrow lots comply with VMC 20.927. Additional discussion of this section has been provided below.

**Finding:** The narrow lots comply with VMC 20.927.

- j) **Existing trees.** All subdivision developments shall comply with the tree and vegetation management provisions contained in Chapter 20.770 VMC Tree Conservation.

**Applicant Response:** Existing trees have been addressed with the tree plan provided with this application and are also discussed below.

**Finding:** The proposal complies with the tree ordinance as conditioned in this report.

**Public improvements.** Public improvements, which are installed by the developer either as a requirement of this approval or at his own option, shall conform to the requirements, improvement standards, specifications, inspections and procedures of Title 20.

**Finding:** The applicant has submitted preliminary utility plans for public improvements. These have been reviewed and noted with necessary corrections. Civil engineering plans will be required to be submitted for review and approval. All public improvements are required to be constructed, inspected and accepted by the City of Vancouver prior to recording the final plat.

**20.420.030-1 Higher Density Residential District Use Table**

**Finding:** The proposed zoning for the site is R-17 Lower Density Residential subject to the terms and conditions listed in VMC 20.420. The proposal for single-dwelling detached units is permitted outright.

**20.420.040 Minimum and Maximum Densities**

Per VMC 20.410.040-1, the subject site is proposed to be zoned R-17. Allowed net density in the R-17 district ranges between 8.8 – 21.8 units per acre.

As noted in the table below, the combined maximum number of units allowed on the site per the base zoning is 69, while the minimum required is 28. The applicant is proposing 60 total units.

Zone	Total Buildable Area	Minimum Units Allowed	Maximum Units Allowed
R-17	3.19 acres	28	69

The density proposed (60 units) falls within the acceptable range of minimum 28 units; maximum 69 units.

**20.430.040 Development Standards**

**Finding:** Development standards for the R-17 district are identified in this chapter. As proposed, the development is in compliance with these standards.

Standards	Required	Proposed
Minimum lot size	2,000 sq. ft.	2,080 sq. ft. (min.)
Maximum lot coverage	65%	Reviewed at Building Permit
Minimum lot width	25'	26'
Minimum lot depth	65'	80'
<b>Minimum setbacks</b>		
Front Yard	10'	Reviewed at Building Permit
Rear Yard	5'	Reviewed at Building Permit
Side Yard	0' or 5'*	Reviewed at Building Permit

Maximum height	35'	Reviewed at Building Permit
Minimum landscaping requirements (percentage of total net area).	10%	Reviewed at Building Permit

*\* For each additional 10 feet of building height, or fraction thereof, over 25 feet, add two feet to the setback to a maximum of 10 feet on each side or rear yard.*

**20.710 Archaeological Resource Protection**

**Finding:** An archaeological predetermination was conducted on the site by Archaeological Services LLC dated Nov. 6, 2023. The predetermination found no evidence of archaeological materials on the site. The report was reviewed by the City’s contract archaeologist who concurred with the findings.

Place the following on the final plat: **If any cultural resources are discovered in the course of undertaking the development activity, the Department of Archaeology and Historic Preservation in Olympia and the City of Vancouver Community Development Dept. shall be notified. Failure to comply with these State requirements may constitute a Class C felony, subject to imprisonment and/or fines.**

**Conclusion:** As conditioned, the proposal meets the requirements of this section.

**20.770 Tree, Vegetation, and Soil Conservation**

**Finding:** Per VMC 20.770.080(A), a minimum of 30 tree units per acre for new development. The subject site is 4.46 acres which requires a minimum of 134 tree units to be planted. The applicant has submitted a tree plan in accordance with VMC 20.770.050(B)(5) that depicts a total of 134 tree units to be planted. This meets the minimum requirements of this section.

*Be advised, tree units counts will be assessed for each individual lot at the time of building permit submission. Ensure that each lot meets the minimum requirement of 30 units per acre by equally distributing newer tree units.*

Comments from the Urban Forester

**Prior to final plat approval, the following note shall be placed on the final plat, “Development within this subdivision is subject to an approved tree plan. Tree removal is subject to approval by the City of Vancouver. Street trees must be planted prior to occupancy per the approved plan”.**

**Prior to civil approval, Rocky Mountain Maple is too small to count toward tree density, select an approved tree from the CDD Tree and Landscape List.**

**Prior to civil approval, show tree and root protection on Grading Plans for street trees and off-site trees. Silt fencing shall go around tree and root protection areas not along the property lines and through tree and root protection areas.**

**Conclusion:** As conditioned, the proposal meets the requirements of this section.

**20.790 SEPA**

**Finding:** The applicant submitted an environmental checklist for a review (Exhibit 4). Staff issued a Notice of Application and Optional SEPA Determination of Nonsignificance (DNS) Feb. 9, 2024. A Final Notice of Determination of Nonsignificance (DNS) was issued March 12, 2024.

The appeal period ended March 26, 2024. A procedural SEPA appeal was filed by David Rehmann dated March 26, 2024 (Exhibit 15). The appellant is appealing the Determination of

Nonsignificance stating that traffic safety concerns along 195th Avenue have not been addressed and that speed information was not listed in the Traffic Study submitted by the applicant. Thus, asserting that the information was incomplete for demonstrating compliance with the SEPA.

**Staff Response:** The procedural SEPA appeal is listed in VMC 20.790.640(C)(1). A procedural appeal addresses the official's compliance with the provision of SEPA, the SEPA rules and this Chapter with respect to the following:

- a. Determination of nonsignificance;
- b. Determination of significance;
- c. Adoption or issuance of a Final Environmental Impact Statement.

Staff issued a Determination of Nonsignificance (see exhibit 5) and subsequently issued a final Determination of Nonsignificance (see exhibit 6). Additionally, staff followed the SEPA procedural process listed in VMC 20.790.230 Optional DNS Process.

**Staff recommends denial of the procedural SEPA appeal.** Staff finds the appellant's concerns about the content of the traffic study and staff assessment of public safety would be a substantive appeal as listed in VMC 20.790.640(C)(2) since it disagrees with an action or omission with respect to the conditioning or denying of a proposal. Staff followed all procedural requirements. Additionally, staff communicated the difference between a procedural SEPA appeal and a substantive SEPA appeal to the appellant, and the appellant elected to file a procedural SEPA appeal.

Furthermore, staff disagrees with the appellant's assessment of the traffic study submitted by the applicant. The traffic study included all required elements for staff to conduct a review and provide a recommendation of approval subject to the conditions listed in this report. Additionally, the U-turn restrictions along 192nd Avenue will be removed in conjunction with this proposal to further discourage additional traffic along 195th Avenue. 195th Avenue is a public road.

**Conclusion:** Staff recommends denial of the procedural SEPA appeal.

#### **20.910.050 Zero Lot Line Developments**

**Finding:** The applicant is proposing a zero lot line development for the subdivision. Per VMC 20.910.050(A), each of these lots shall be either zero or, at least five feet. Adherence to zero lot line development shall be reviewed at building permit.

#### **20.915 Impact Fees**

**Finding:** This project is subject to park, transportation, and school impact fees. This site is in the Evergreen School district requiring \$6,432 per dwelling unit; Park District C, \$5,232 per dwelling unit; and the Cascade transportation zone \$291 per average daily trip (ADT). Impact fees will be calculated at current rate in effect at the time of building permit submittal and collected prior to building permit issuance.

**The following note shall be placed on the plat: Pursuant to VMC 20.915, Park, School and Traffic impact fees will be calculated at time of building permit application and shall be due and payable at the time the building permit is issued, except as provided in Section 20.915.075. Notwithstanding the foregoing, all impact fees shall be recalculated for building permit applications that have not been issued within one year of submittal.**

**Conclusion:** As conditioned, the proposal meets the requirements of this section.

### **20.925 Landscaping**

**Finding:** Street trees are required for all projects fronting on a public street or private street. All street trees must be at least two inches in size or greater and have high heads which means no lower branches. Any deviation shall be approved by the City' urban forester.

The submitted landscape plan and narrow lot plan depict street trees along SE 192nd Avenue and newly proposed SE 12th Loop. This meets street tree requirements.

Ten percent of the net lot area of each lot shall be landscaped. Compliance with these requirements will be verified at the time of building permit review for each of the lots.

### **20.927 Narrow Lot Development**

**Finding:** Per VMC 20.927.030, all of the lots in this subdivision are 40 feet or less in width which requires adherence to the narrow lot development chapter.

#### **20.927.030 Narrow Lot Development Approval Criteria**

A. Conflicts on narrow lots shall be eliminated.

**Applicant Response:** The development has been designed to eliminate conflicts between on-site and off-site improvements. Driveways, public and private utilities (water, fire hydrants, sewer roof infiltration, gas, cable, phone, electricity, etc.), on-street parking spaces, street trees, existing trees, light poles, common mailboxes, street signs, etc., have been considered in the design of the development and any conflicts have been eliminated.

**Findings:** The applicant has submitted a narrow lot plan showing that utilities, driveways, street trees, etc. have been located and designed to minimize conflicts with one another.

B. Adequate guest parking shall be provided.

**Applicant Response:** The development has been designed to provide ample street parking. By utilizing an alley to serve lots 35-48, there will be no driveways along one side of the loop road. Parking will be allowed along one side of the loop road, resulting in at least 30 on-street parking spaces, in addition to several parking spaces possible within the private/joint driveway easements, exceed the requirement for 20 guest parking spaces.

**Findings:** Per VMC 20.927.030(B), guest parking shall be one parking space provided per every three narrow lots. Such spaces may be located on-street or in common parking areas. Based on the proposed 60 lots, 20 guest parking spaces are required. The applicant proposes 30 on-street parking spaces along SE 12th Loop and three parking spaces each located within Tracts A, B and C. The total amount of 39 guest parking spaces meets the requirements of this section.

C. Solid waste and recycling collection and access shall be provided.

**Applicant Response:** The development has been designed to provide for safe access and maneuvering by solid waste and recycling collection vehicles along public roadways. Solid waste collection areas will be located in front of each lot on the adjacent street. The carts can be set out either on the street or over the curb/planter. General locations of collection areas are shown on the narrow lot plans.

**Finding:** Grouped trash set out area set-outs for lots accessed by Tracts A, B and C are shown on plans. Each lot has a driveway and garage that could be used for cart storage on non-collection days (see the 003 Preliminary Narrow Lot Plan. pdf V1).

Per [VMC 20.927.040 \(A\)\(3\)\(c\)](#) where collection is not feasible on each lot, a designated common collection point to serve up to four lots, located no further than 150 feet from any lot it serves, may be provided. Common collection points shall be shown on the solid waste and recycling plan and sized to accommodate the carts and bins associated with the city's garbage, yard debris and recycling collection system. System specifics may be obtained from the City's Solid Waste Services department.

#### 20.927.040 Narrow Lot Development Standards

1. On and off-site improvements plan required.

**Findings:** The applicant has submitted a development plan showing that utilities, driveways, street trees, etc. have been located and designed to minimize conflicts with one another. The plan shows street widths, planter strips, sidewalks, light poles, fire hydrants and mailboxes. City water and sanitary sewer have reviewed placement of lines and meters to each narrow lot.

2. Standards for guest parking in common areas.

**Findings:** Per VMC 20.927.030(B), guest parking shall be one parking space provided per every three narrow lots. The applicant is proposing 20 lots which equates to seven required guest parking spaces. Guest parking spaces may be located within a common parking area or, on-street on local access or loop classification roadways. As previously mentioned, the applicant is proposing 39 total guest parking spaces.

3. Standards for solid waste and recycling access and collection.

**Findings:** Where access is not feasible common collection points shall be established and are noted on the plans. Where collection is not feasible in front of the residence or via an alley, a designated common collection point will be established. As previously mentioned, the applicant depicted solid waste cart pick up areas on the Narrow Lot Plan however, adjustments to the layout will be required prior to civil plan approval. Further details on solid waste are addressed later in this report.

4. Standards for alleys and lots with alley access.

**Findings:** The plan depicts a 20-foot public right of way that provides garage access to all adjacent lots. The alley provides adequate access for solid waste and emergency response vehicles mentioned later in this report.

5. Shared driveways

**Findings:** There are no proposed shared driveways for this development.

6. Narrow driveways

**Finding:** The applicant submitted a Narrow Lot Plan depicting driveway greater than 10 feet in width. Per VMC 20.927.040(6)(a), narrow driveways shall be no wider than 10 feet measured at the driveway throat, unless the applicant demonstrates on the development

plan that a wider driveway will not result in conflicts. Staff has reviewed the preliminary development plans and has determined no conflicts will result from the wider driveways as shown. Staff has no issues with the proposed driveway greater than 10 feet in width

**Conclusion:** As conditioned, the proposal meets the requirements of this section.

#### **20.945 Parking and Loading**

**Finding:** Each new single-family residence will require one off-street parking space. The space must be a minimum of 9 feet wide by 17 feet deep, paved and located outside of the minimum setbacks. Each lot will be reviewed for compliance with this requirement at the time of building permit.

**Conclusion:** As conditioned, the applicant meets the requirements of this section.

#### **20.970 Solid Waste Disposal and Recycling**

**Finding:** Narrow lot developments are subject to specific standards with regard to solid waste collection established by VMC 20.927.

#### **Concerning Cart Set Out**

**Finding:** The proposed South Cascade Terrace Subdivision with 60 lots will have to plan for future garbage and recycling service. Each lot will be most likely served as a single-family customer; each will have cart for garbage, a cart for recycling and a bin for glass. Organics collection, using an additional cart is optional. As proposed, the collection will take place on SE 12th Loop and in the alley. The applicant has illustrated on plans cart set out location for each lot. However, cart set-out must be shown on the driveway or sidewalks along SE 12th Loop in order to meet fire emergency access width requirements on SE 12th Loop.

Grouped set-outs for lots accessed by Tracts A, B and C are shown on plans. Each lot has a driveway and garage that could be used for cart storage on non-collection days. **(003 Preliminary Narrow Lot Plan. pdf V1).**

Per [VMC 20.927.040 \(A\)\(3\)\(c\)](#) where collection is not feasible on each lot, a designated common collection point to serve up to four lots, located no further than 150 feet from any lot it serves, may be provided. Common collection points shall be shown on the solid waste and recycling plan and sized to accommodate the carts and bins associated with the city's garbage, yard debris and recycling collection system. System specifics may be obtained from the city's Solid Waste Services department.

Per [VMC 20.927.040 \(A\)\(3\)\(g\)](#) collection points shall be illustrated on plans and show footprints of all intended carts using dimensions from city-provided solid waste receptacle standards. See <https://www.cityofvancouver.us/publicworks/page/solid-waste-development-review> for Solid Waste Access and Design Standards.

Per [VMC 20.927.040 \(A\)\(3\)\(h\)](#) each lot must have storage space outside of the right of way for carts when not set out for collection day.

**Condition:** Prior to final civil approval the applicant shall revise plans to show cart set-out locations on the driveway or sidewalks along SE 12th Loop in order to meet fire emergency access width requirements on SE 12th Loop.

**Conclusion:** The proposal shall be modified to satisfy solid waste requirements for providing adequate cart set out, as conditioned.

### **Concerning Solid Waste Collector Access**

**Finding:** The proposed 20-foot wide alley and 28-foot wide road appear sufficient for collection trucks to safely access and service the development. Turnaround appears feasible using the proposed SE 12th Loop. **(011 Turning Movements. Pdf V1)**

Per **VMC 20.927.040 (A)(3)(c)** all circulation and turnaround designs must be feasible using city-provided solid waste truck turning modelling templates and truck specifications. Collection vehicles shall be able to circulate the development and service receptacles with minimal backing required.

**Advisory Note:** Road width must meet Transportation standards to allow parking on one side and provide sufficient space for Solid Waste truck turning.

**Conclusion:** The proposal has satisfied solid waste requirements for providing collector access.

### **11.04 Transportation – Street Numbering and Naming**

**Finding:** The applicant is proposing a 60-lot subdivision utilizing the narrow lot development standards for the construction of single-family detached zero lot line homes. The project is located at the west end of NE 46th Street. The site address is 1019, 1119 and 1201 SE 192nd Avenue. There are three existing single-family homes on the site that will be demolished. Access to most of the lots will be by way of a new looped public street extending from SE 192nd Avenue, access to several lots in the corners of the subdivision will be by way of short private streets connecting to the new looped street. Additionally, rear-yard access will be provided to the central lots by way of a private alley running through the middle of the looped street.

As described above, the proposed lots will take access by way of a new public street loop. **Per the standards and requirements for street naming provided in VMC 11.04, the south segment of the proposed loop shall be named SE 12th Way, and the north segment shall be named SE 11th Way. The west segment of the loop shall be named SE 193rd Place, and the east segment shall be named SE 194th Place.**

**Conclusion:** The proposed development meets the requirements of VMC 11.04 as conditioned.

### **11.70 Transportation – Concurrency**

**Finding:** The applicant is proposing a 60-lot subdivision utilizing the narrow lot development standards for the construction of single-family detached zero lot line homes. The project is located at the west end of NE 46th Street. The site address is 1019, 1119 and 1201 SE 192nd Avenue. There are three existing single-family homes on the site that will be demolished. Access to most of the lots will be by way of a new looped public street extending from SE 192nd Avenue, access to several lots in the corners of the subdivision will be by way of short private streets connecting to the new looped street. Additionally, rear-yard access will be provided to the central lots by way of a private alley running through the middle of the looped street.

The applicant submitted a Transportation Analysis report, dated Dec. 13, 2023, from Lancaster Mobley. The report included trip generation, trip distribution, sight distance analysis, and turn-lane warrant analysis. Trip generation rates in the TIA were based on the Institute of Transportation Engineers (ITE) Trip Generation Manual, 11th Edition, utilizing Land Use Code 210 (Single-Family Detached Housing). Based on this information, the proposed project will generate 570 new ADT, including 43 new a.m. peak hour trips and 57 new p.m. peak hour trips.

The results of the turn-lane warrant analysis indicate that a northbound right-turn taper or pocket is warranted at the entry intersection on SE 192nd Avenue. As a result of this analysis, the applicant is proposing a right-turn taper at this intersection. During review of this proposed intersection treatment, City staff determined the proposed taper would allow unacceptable vehicle speeds at the crossing of the existing multi-use path. Additionally, it was determined that vehicles entering in the right-turn taper may temporarily block the sight distance for exiting vehicles, creating a potential hazard. Therefore, City staff requires that the intersection be designed with a right-turn pocket, rather than a taper.

The applicant also submitted a separate intersection capacity analysis memo, dated Feb. 28, 2024, from Lancaster Mobley. The results of the intersection analysis indicate that all study intersections will operate within the adopted standards under existing and future traffic conditions with full build-out of the proposed subdivision. Additionally, the memo included analysis of the potential impacts related to the removal of existing U-turn restrictions at the northbound leg of SE 192nd Avenue and SE Westridge Boulevard, and at the southbound leg of SE 192nd Avenue and SE 15th Street. The results of this analysis indicate that these U-turn restrictions will not cause intersection capacity failure and will not create vehicle queues exceeding existing queueing capacity. Therefore, these U-turn restrictions can be safely removed. The City’s Traffic Engineering office intends to schedule the removal of these U-turn restrictions as part of upcoming field work.

Pursuant to VMC 11.70.090, the segment of 192nd Avenue between SR-14 and NE 18th Street is designated as a Category 1 Concurrency corridor, which stipulates that the corridor is operating at or above the City’s adopted level of service standards. Based on the traffic report, the proposed development will generate 36 new p.m. peak hour trips to this corridor. This is not anticipated to cause the corridor to drop below the adopted level of service standard.

The proposed use is located within the 418 Transportation Analysis Zone. The proposed project contributes p.m. peak hour trips to the following Transportation Management Zones:

Corridor Name	Corridor Limit	PM Peak Trips
Mill Plain Blvd.	I-205 to 136 <sup>th</sup> Ave.	9
Mill Plain Blvd.	136 <sup>th</sup> Ave. to 164 <sup>th</sup> Ave.	12
Mill Plain Blvd.	164 <sup>th</sup> Ave. to 192 <sup>nd</sup> Ave.	19
164 <sup>th</sup> /162 <sup>nd</sup> Avenue	SR 14 to SE 1 <sup>st</sup> St.	4
164 <sup>th</sup> /162 <sup>nd</sup> Avenue	SE 1 <sup>st</sup> St. to Fourth Plain Blvd	5
NE 18 <sup>th</sup> Street	112 <sup>th</sup> Avenue to 138 <sup>th</sup> Avenue	1
NE 18 <sup>th</sup> Street	138 <sup>th</sup> Avenue to 162 <sup>nd</sup> Avenue	2
136 <sup>th</sup> / 137 <sup>th</sup> Ave.	Mill Plain Blvd. to NE 28 <sup>th</sup> St.	1
192 <sup>nd</sup> Avenue	SR-14 to NE 18 <sup>th</sup> Street	36

Based on the above table, **prior to the issuance of civil plan approval, the applicant shall pay concurrency modeling fees totaling \$1,500.** Pursuant to the applicant’s information, the project will not distribute trips to any other Transportation Management Zones.

The applicant’s traffic analysis provides distribution of trips used to establish the proportionate share contribution towards off-site traffic mitigation projects pursuant to VMC 11.80.080(C). A list of the intersection(s) slated for proportionate share contributions is as follows:

<b>Proportionate Share Project Name</b>	<b>Fee Rate</b>	<b>Number of Trips</b>	<b>Proportionate Share Cost</b>
SE 176 <sup>th</sup> Ave & SE 20 <sup>th</sup> St	\$400 per PM peak hour trip	1	\$400
NE 192 <sup>nd</sup> Ave & NE 13 <sup>th</sup> St	\$400 per PM peak hour trip	5	\$2,000
SE 192 <sup>nd</sup> Ave & SE 34 <sup>th</sup> St	\$150 per PM peak hour trip	8	\$1,200
192 <sup>nd</sup> Ave & SR-14 ramp terminals	\$2,000 per PM peak hour trip	5	\$10,000
NE 187 <sup>th</sup> Ave & NE 18 <sup>th</sup> St	\$1,200 per PM peak hour trip	3	\$3,600
NE 162 <sup>nd</sup> Ave & NE 9 <sup>th</sup> St	\$1,500 per PM peak hour trip	5	\$7,500
NE 192 <sup>nd</sup> Ave & NE 9 <sup>th</sup> St	\$1,100 per PM peak hour trip	6	\$6,600
NE 187 <sup>th</sup> Ave & SE 1 <sup>st</sup> St	\$ 1,100 per PM peak hour trip	2	\$2,200
<b>Total Proportionate Share Cost</b>			<b>\$33,500</b>

**Based on the above table, prior to the issuance of civil plan approval, the applicant shall pay proportionate share fees totaling \$33,500.**

Transportation Impact Fees (TIF) are imposed per VMC 20.915. See the section of this staff report addressing VMC 20.915 for calculation of TIF. The submitted documentation fulfills the City's requirements for concurrency analysis.

**Conclusion:** The proposed development meets the requirements of VMC 11.70 as conditioned.

### **11.80 Transportation – Street & Development Standards**

**Finding:** The applicant is proposing a 60-lot subdivision utilizing the narrow lot development standards for the construction of single-family detached zero lot line homes. The project is located at the west end of NE 46<sup>th</sup> Street. The site address is 1019, 1119 and 1201 SE 192<sup>nd</sup> Avenue. There are three existing single-family homes on the site that will be demolished. Access to most of the lots will be by way of a new looped public street extending from SE 192<sup>nd</sup> Avenue, access to several lots in the corners of the subdivision will be by way of short private streets connecting to the new looped street. Additionally, rear-yard access will be provided to the central lots by way of a private alley running through the middle of the looped street.

Southeast 192<sup>nd</sup> Avenue is designated a principal arterial which requires a minimum 50 feet half-width right of way and 35 feet paved street half-width per city standard plan T10-06. The existing road along the property frontage of SE 192<sup>nd</sup> Avenue includes asphalt roadway, curb, gutter, detached multi-use path, street lighting, and storm drainage.

Southeast 192<sup>nd</sup> Avenue received a pavement overlay in November 2022. Pursuant to VMC 11.80.100 B., a street cut prohibition is in effect through November 2027. The applicant proposes to cut the street to install utilities and/or construct the required frontage improvements. To deviate from the 5-year street-cut moratorium, this proposed work requires a minor road modification pursuant to VMC 11.80.160. The applicant has submitted a minor road modification request for the proposed work and Transportation staff has reviewed and approved the request.

**Prior to civil plan approval, the applicant must include the City of Vancouver standard advanced pavement restoration requirements on the civil drawings. Prior to the issuance of subdivision approval, the applicant shall comply with all requirements set forth on the civil drawings pursuant to the minor road modification approval.**

**Prior to the issuance of subdivision approval, the applicant shall provide the following improvements to SE 192nd Avenue, per City of Vancouver standards:**

- **Construct a northbound right-turn pocket at the intersection of SE 192nd Avenue and SE 12th Way.**
- **Remove all existing driveway accesses.**
- **There are open sidewalk code cases against the development parcels along SE 192nd Ave. (SWK-84424 and SWK-84425). The applicant must repair the sidewalk deficiencies along the project frontage to ensure ADA compliance and conduct a street tree evaluation to determine if the existing trees are causing sidewalk trip hazards. For questions regarding the repairs that are required to be made contact the Operations Department at [sidewalks@cityofvancouver.us](mailto:sidewalks@cityofvancouver.us)**
- **The proposed development is located within one mile of a school. Therefore, all existing pedestrian routes shall be protected until completion of construction. A right of way construction permit is required for any project that intends to close or alter a sidewalk or curb ramp for construction purposes. Each permit must include a Pedestrian Traffic Control Plan (PTCP). In general, the PTCP must limit sidewalk closures and avoid detouring of pedestrians to the opposite side of the street during construction. The designers of the PTCP must make every effort to allow pedestrians to continue using the sidewalk on the same side of the street as the construction project, if possible. PTCPs will be evaluated on a case-by-case basis, specific requirements will vary depending on location**
- **Street lighting must be installed or upgraded to current standards, see street lighting comments below.**
- **Install traffic control devices as warranted, and storm drainage as required by the city stormwater ordinance.**

The internal looped public street in the subdivision is comprised of four segments: SE 11th Way, SE 12th Way, SE 193rd Place, and SE 194th Place. All these segments are designated as Loop/Cul-De Sac streets, which typically requires a minimum 50 feet full-width right of way and 28 feet paved street width, per city standard plan T10-16. The street standard also requires both sides of the street to be built with vertical curb, detached 5-foot sidewalk, and 5-foot planter strip. The applicant has submitted a request for a road modification to reduce the total right of way width to 48 feet and allow rolled curbing with 5-foot curb-tight attached sidewalk on one side of the street. The other side of the street would be constructed with the standard curb and detached sidewalk. **This road modification request has been reviewed and approved by City staff.**

Per VMC 11.80.110.B(1), driveways providing access to non-arterial streets must be spaced a minimum of five feet from the nearest property line. The applicant has submitted a request for a road modification to allow driveways in this narrow-lot subdivision to be located approximately 1.5 feet from the property line. **This road modification request has been reviewed and approved by City staff.**

**Prior to the issuance of subdivision approval, the applicant must provide the following improvements for all four segments of the looped public street:**

- **Dedicate 48 feet of right of way and install an asphalt street with 28-foot paved width. Install rolled curb and gutter, and 5-foot curb-tight attached sidewalk on one side of the street, per the applicable City standards and the conditions of the approved road modification. The attached sidewalk must be thickened to six inches, minimum. On the other side of the street install curb, gutter, and detached sidewalk, per T10-16.**
- **Construct a new intersection on SE 192nd Ave. with 35-foot curb return radii and standard directional ADA ramps, per the applicable City standards.**
- **Install a stop sign with stop bar at the intersection with SE 192nd Ave. to stop-control westbound traffic approaching the intersection. Also install a stop sign and stop bar at the intersection of SE 12th Way and SE 193rd Place to stop-control southbound traffic approaching the intersection.**
- **Install ‘No Parking – Fire Lane’ signs at appropriate spacing along one side of the looped street.**
- **Street lighting must be installed to current standards, see street lighting comments below.**
- **Install traffic control devices as warranted, and storm drainage as required by the city stormwater ordinance.**

The lots located in the central block will have rear-yard access provided by way of a private alley running through the middle of the block. **Prior to the issuance of final subdivision approval, the applicant shall dedicate a private alley easement with adequate width to protect the private alley and must install City of Vancouver standard alley improvements including a 20-foot paved alley width, inverted crown section, a 2-foot concrete gutter pan in the center of the ally, and storm drainage as required by the city stormwater ordinance. Also, must install ‘No Parking – Fire Lane’ signs at appropriate spacing along both sides of the alley.**

As discussed above, several lots will be accessed by way of private streets. The applicant shall, at a minimum, meet the applicable requirements of VMC 11.80.050 and city standard plan T10-18. Per VMC Table 11.80.070.C-3, a private street serving no more than four dwellings which is less than 200 feet long – as measured from the intersecting curb line to the end of the private street – is not required to have a turnaround. Therefore, the applicant is not required to construct a turnaround at the terminus of any of the proposed private streets. **Prior to the issuance of final subdivision approval, the following improvements to the private streets must be provided, per City of Vancouver standards:**

- **Dedicate an appropriate easement or tract at least 15 feet wide and install a minimum 12-foot-wide paved street surface, per T10-18. (The applicant may increase the width of the street, if desired or if required by the fire dept.)**
- **If the paved street width is less than 28 feet, must install “No Parking – Fire Lane” signs on both sides of the street.**

Per VMC 11.80.050 (H), a statement with the following language is required on the face of any plat or short plat containing a private street:

*WARNING: City of Vancouver has no responsibility to improve or maintain the private streets contained within or private streets providing access to the property described in this plat, nor does the City of Vancouver have responsibility for any of the infrastructure associated with the roadway such as sidewalks, drainage facilities, streetlights, curbs, or landscaping.*

Per VMC 11.80.050 (I), where private streets are included in plats/subdivisions that include conditions, covenants and restrictions (CCRs), the CCRs must include the following statement:

**WARNING:** City of Vancouver has no responsibility to improve or maintain the private streets contained within or private streets providing access to the property described in this plat, nor does the City of Vancouver have responsibility for any of the infrastructure associated with the roadway such as sidewalks, drainage facilities, streetlights, curbs, or landscaping.

The CCRs also must include terms and condition of responsibility for liability, maintenance, maintenance methods, standards, distribution of expenses, remedies for noncompliance with the terms of the agreement, right of use easement, and other considerations.

Per VMC 11.80.050 (J), the City will not maintain streets, signs, streetlights, or drainage improvements associated with a private street. Prior to final inspection and approval of a private street, a maintenance agreement must be recorded with the Clark County Auditor as a covenant running with the land for any and all parcels served, or potentially served. The agreement must set forth the terms and conditions of responsibility for liability, maintenance, maintenance methods, standards, distribution of expenses, remedies for noncompliance with the terms of the agreement, right of use easements, and other considerations. The agreement also must include the creation of a private street maintenance fund and the annual assessment.

Street lighting is required on public streets per VMC 11.80.090 and on private streets per VMC 11.80.050(L). Any substandard street lighting shall be required to be upgraded to current City standards as part of this project. Street lighting shall be installed and/or updated to meet the design standards per city standard plans T21-01A through T21-01D. If the applicant proposes to retain the existing lighting or install lighting that exceeds the maximum spacing requirement a photometric analysis will be required to ensure the lighting level standards are met. If the maximum spacing per T21-01A is met, the photometric analysis is not necessary.

When required, photometrics shall be analyzed in zones. Zones for each direction of travel of a straight roadway are done in luminance method. Intersections, sidewalks, and curved roadway sections are their own zones and done in illuminance. Average maintained luminance is measured in candela per square meter. Veiling luminance shall be shown. Average maintained illuminance is measured in foot-candles. Stationing is a required item on the lighting plans. IES files for lighting software can be obtained from lighting manufacturer. Use lighting materials from the City of Vancouver approved material list.

New lights will be LED and existing HPS lights will be retrofitted to LED unless otherwise noted by Traffic. Any new or existing lights that are within 10 feet of primary power and/neutral lines, will require the developer to raise the power lines. The developer will need to work with Clark Public Utilities for requirements and costs.

**Conclusion:** The proposed development meets the requirements of VMC 11.80 as conditioned.

#### **14.04 Water**

**Finding:** There is an existing 12-inch Ductile Iron (DI) water main in SE 192nd Avenue.

The applicant is proposing to connect to the existing 12-inch main in SE 192nd Avenue and extend an 8-inch main on-site. They are proposing to loop the new 8-inch ZDI main through the site to serve the required fire hydrant, meters, backflow devices.

Additional requirements may be outlined during the detailed site plan review process, meeting the water requirements as detailed in the *General Requirements & Details for the Design and Construction of Water, Sanitary Sewer and Surface Water Systems* (latest revision).

**Conclusion:** The submitted plans indicate the requirements can be met.

#### **14.06 Sanitary Sewer**

**Finding:** Existing public sewer is available south of the site, in an existing public sewer easement, on parcel identification 177235054. The public sewer easement was recorded with the Quail Crossing Plat (Book 311, Page 419).

The subject parcels are to be served by the Fisher's Grove Pump Station. Parcels discharging to Fisher's Grove Pump Station are subject to a sewer pump surcharge fee of \$635 per equivalent dwelling unit (EDU). The fee is due at the time of connection.

Developments are typically required to extend public sewer to and through the site, and across frontages (VMC 14.04.280). In this case, public sewer needs to be extended to and through the site to serve each proposed residential lot. Public sewer that is not placed in the right of way must be in a public sewer easement dedicated to the City of Vancouver. Codes and standards require a minimum of one 4-inch diameter sewer service lateral from public sewer to each residential lot (VMC 14.08.50; 14.16.010).

The existing septic systems shall be decommissioned in accordance with Clark County Public Health requirements.

The application was reviewed for sanitary sewer in February 2024. Sanitary sewer service is discussed on page 15 of the narrative. A preliminary utility plan is shown on page 6 of the drawings. The proposal generally satisfies the code's service requirements.

#### **Sanitary Sewer Conditions: (Prior to Civil Plan Approval)**

Complete the sanitary sewer design on the civil drawings. The design shall be completed in accordance with the City of Vancouver's *General Requirements and Details for the Design and Construction of Public Sanitary Sewers*. Address redline comments and submit the final design for civil plan approval.

#### **(During Construction)**

Secure construction permits and schedule and attend a pre-construction meeting. Construct new public sewer and service laterals as shown on the approved plans. Satisfy construction services inspection requirements and secure construction acceptance.

Satisfy submittal and other requirements itemized in the Notification of Civil Plan Approval and secure final civil project acceptance.

#### **(Prior to Final Occupancy)**

Pay sewer application fees, Fisher's Grove Pump Station surcharge fee of \$635 per EDU, and system development charges. Secure connection permits and connect the new building sewers to the new laterals in accordance with the plumbing code.

**Sanitary Sewer Conclusions:** The applicant has demonstrated the standards for public sewer can be met as conditioned.

#### **14.24 Erosion Control**

**Finding:** The site is currently partially developed. The site will be disturbed with the construction of the subdivision. A preliminary erosion control plan was submitted with the preliminary civil plans.

**A Construction Stormwater Pollution Prevention Plan (SWPPP) must be submitted to the City prior to civil plan approval.**

**Conclusion:** The applicant has demonstrated the City of Vancouver erosion control ordinance can be met.

**14.25 Stormwater**

**Finding:** New impervious area will be created with the development of the subdivision.

The proposed development is a qualifying project for minimum requirements 1 - 9. Calculations have been submitted with the preliminary civil engineering plans indicating the amount of new impervious surface being created.

Washington State Department of Ecology Minimum Requirement 6: Runoff Treatment will be satisfied by using Contech Stormwater Management Storm Filter catch basins to treat runoff from the pollution generating surfaces.

The applicant proposes to infiltrate runoff in underground infiltration facilities satisfying Washington State Department of Ecology Minimum Requirement 7: Flow Control.

**All UIC wells are required to be registered with Washington State Department of Ecology. Proposed public UIC wells shall receive Washington State Department of Ecology UIC Program rule authorization prior to civil plan approval. Provide a copy of the authorization in the final stormwater report during the plan review process. A copy of the registration application will be accepted if rule authorization notification has not been received from Ecology within 60 days of application for well registration. Registration forms shall include the following ownership, facility/site information, and NPDES number for proposed public UICs.**

**The on-site stormwater facilities in the private tracts will be owned by the property owners. An easement in the form of a covenant running with the land shall be dedicated to the City of Vancouver around the stormwater facilities for access and inspection.**

**Conclusion:** The applicant has demonstrated the City of Vancouver stormwater ordinance can be met.

**Fire Title 16**

**Finding: VMC Title 16 -16.04.010 -Adoption of the International Fire Code. (IFC)**

The following IFC chapters were evaluated during this review where applicable: Ch. 3 Fire Code General Requirements, Ch. 4 Emergency Planning and Preparedness, Ch. 5 Fire Service Features, Ch. 6 Building Services and Systems, Ch. 7 Fire and Smoke Protection Features, Ch. 9 Fire Protection and Life Safety Systems, Ch 33 Fire Safety During Construction and Demolition, and VMC 16.04.010 – 16.04.290.

**Site Specific Matter not yet Addressed**

**Not yet Addressed** – Fire hydrants: Fire flow and locations/spacing requirements are unknown. One hydrant is shown and does not meet the distance requirements.

**Prior to Civil Plan Approval**

1. Add a note on the water utility pages as follows: Underground fire sprinkler supply mains shall be installed only by contractors in compliance with WAC 212-80 and endorsed in accordance with VMC 16.04.095 under separate permit.

2. Provide a fire response plan including the following:
  - Fire hydrant locations related to the project.
  - Fire lane marking locations and details.
  - Aerial apparatus location along one side of the building shown as hashed area (where applicable).
  - Vehicle gate locations (where applicable).
  - Emergency vehicle tracks.
  - Fire Department Connection location.
  - Sprinkler riser location(s).
  - Fire-pump location (where applicable).
  - Fire alarm panel room location.
  - Fire Command Center location or Fire Control Room (where applicable).
  - Electrical and gas utility control room location(s).
  - Electrical meter and gas meter location(s).
  - Generator location.
  - Mechanical room location(s).
  - Knox-Box location (at main entry, or at fire protection equipment exterior door where adjacent to a fire lane).
  - Standpipes and floor control valves.
  - Location of elevator and stairwell shafts
  - Roof access door/hatch location (where standpipes and sprinkler floor control valves are required, this shaft shall be the roof access shaft).
  - Fire access doors (where applicable)
  - Emergency or standby power generator location (where applicable).
  - Hazardous materials locations (if known or where applicable).
  - Fuel dispensing locations
  - Anticipated hazards to emergency operations (overhead power lines, slopes/cliffs or hazardous processes)
  - Presence of car stackers (where applicable)
  - Hash line the required fire rated walls.

#### **Prior to Combustible Construction**

1. All fire hydrants for emergency use shall be established and maintained clear for emergency use.
2. Fire apparatus access roads shall be established.

#### **During Construction**

1. Temporary address signage shall be visible and legible from the street fronting the property for emergency response during construction.
2. Fire hydrants shall not be obstructed in any manner.
3. Fire apparatus access roads shall be maintained clear for emergency response.
4. FDC/Standpipes shall be provided and accessible during construction, if applicable.
5. Fire Extinguishers and no smoking signs shall be provided during construction.

#### **Building Title 17**

**Finding:** 17.08.090 a building department plan review and permit will be required for this project. Building shall comply with the applicable codes listed in 17.08.010 in effect at the time of building permit application. A complete building code review of plans is not performed during site plan review. Filing of building permit application with required fees and review material is

required for a complete building code review. At this time, plans and information necessary to verify compliance with all applicable building code provisions is neither required nor provided.

**Finding:** Plans provided propose to construct 60 detached single-family residential lots on 4.46 acres with zero lot line development standards.

**Finding:** Single-Family Dwelling: Per IRC R302, exterior walls, opening, penetrations and projections shall be as per Table R302.1(1) or if equipped with fire sprinklers, then Table R302.1(2) shall apply. Eaves may not extend closer than two feet to a property line. No part of the structure including but not limited to siding, trim, gutters, or footings may extend beyond the property lines.

Washington State Codes and Amendments: <http://www.sbccc.wa.gov/sbccindx.html>. Please note the **2021 I-Codes & WA Amendments anticipated as of March 15, 2024.**

### **Design Requirements**

Seismic Design Category D-1, Wind 97 MPH (Vult) Exposure B, Minimum Ground and Roof Snow Load 25 psf, Frost depth 12 inches.

**Finding:** Demolition (DMO) permits are required to remove structures larger than 120 square feet of any size connected to utilities.

**Finding:** Separate permits and engineering are required for retaining walls on each individual parcel when over four feet measured from the bottom of the footing to the top of the wall or of any height supporting a surcharge.

**Finding:** Separate permits are required for all grading.

**Prior to final grading: Condition of approval:** A final summary report by the geotechnical engineer of record shall be prepared and submitted to the City of Vancouver that states that the project soils were prepared in accordance with the governing geotechnical report and construction documents. Provide a current report with lot specific conditions and compaction test results by final grading. Please send to [planreview@cityofvancouver.us](mailto:planreview@cityofvancouver.us).

**Finding:** The proposed site plan appears acceptable for building codes related issues and accessibility issues; however, a complete building plan review will be required to determine final compliance.

**Conclusion:** As submitted, the project can be reviewed for building code issues related to the site plan. The site plan review process is a separate and distinct process from the building permit process.

## RECOMMENDATION

Based upon the findings herein, the criteria for approval have been satisfactorily met or shall be met as conditioned, and no significant adverse impacts have been identified. Staff concludes this request meets the applicable requirements of the zoning district, comprehensive plan and other applicable codes and recommends zone change and subdivision approval with conditions as noted below and throughout this staff report. This approval does not grant the right to permits but only determines the site can meet the requirements of the applicable ordinance as described in this report.

## CONDITIONS OF APPROVAL

### Prior to Civil Plan Approval

1. Upload the civil plan review set showing the revisions requested as well as all necessary reports (geotechnical, hydrology, traffic analysis, road modification, etc.). Include a detailed site plan in the civil plan review set. For questions on these requirements please contact 360-487-7804.
2. Grading plan review fees will be due upon submittal of civil plans for review. Contact Permit Center staff at 360-487-7802 to obtain a fee quote.
3. Add the following note to the grading plans stating: "In the event that archaeological deposits are encountered during construction, work shall be halted immediately, and the City of Vancouver's Community Development Department and the Washington State Department of Archaeology and Historic Preservation shall be notified in order for the findings to be investigated and assessed by a professional archaeologist."
4. Revise the landscape plan to remove the Rocky Mountain Maple with a tree from the approved CDD Tree and landscape list.
5. Show tree and root protection on Grading Plans for street trees and off-site trees. Silt fencing shall go around tree and root protection areas not along the property lines and through tree and root protection areas.
6. Revise plans to show cart set-out locations on the driveway or sidewalks along SE 12th Loop in order to meet fire emergency access width requirements on SE 12th Loop.
7. Revise the street naming as follows: the south segment of the proposed loop shall be named SE 12th Way, and the north segment shall be named SE 11th Way. The west segment of the loop shall be named SE 193rd Place, and the east segment shall be named SE 194th Place.
8. Pay concurrency modeling fees totaling \$1,500.
9. Pay proportionate share fees totaling \$33,500.
10. Include the City of Vancouver standard advanced pavement restoration requirements on the civil drawings.
11. Complete the sanitary sewer design on the civil drawings. The design shall be completed in accordance with the City of Vancouver's General Requirements and Details for the Design and Construction of Public Sanitary Sewers. Address redline comments and submit the final design for civil plan approval.
12. Provide a Construction Stormwater Pollution Prevention Plan (SWPPP) to the City.
13. The on-site stormwater facilities in the private tracts will be owned by the property owners. An easement in the form of a covenant running with the land shall be dedicated to the City of Vancouver around the stormwater facilities for access and inspection.
14. Add a note on the water utility pages as follows: Underground fire sprinkler supply mains shall be installed only by contractors in compliance with WAC 212-80 and endorsed in accordance with VMC 16.04.095 under separate permit.
15. Provide a fire response plan.

### **Prior to Commencing Public Improvement Construction**

16. All fire hydrants for emergency use shall be established and maintained clear for emergency use.
17. Fire apparatus access roads shall be established.
18. A final summary report by the geotechnical engineer of record shall be prepared and submitted to the City of Vancouver that states that the project soils were prepared in accordance with the governing geotechnical report and construction documents. Provide a current report with lot specific conditions and compaction test results by final grading. Please send to [planreview@cityofvancouver.us](mailto:planreview@cityofvancouver.us)

### **During Public Improvement Construction**

19. Secure construction permits and schedule and attend a pre-construction meeting. Construct new public sewer and service laterals as shown on the approved plans. Satisfy construction services inspection requirements and secure construction acceptance.
20. Satisfy submittal and other requirements itemized in the Notification of Civil Plan Approval and secure final civil project acceptance.
21. Temporary address signage shall be visible and legible from the street fronting the property for emergency response during construction.
22. Fire hydrants shall not be obstructed in any manner.
23. Fire apparatus access roads shall be maintained clear for emergency response.
24. FDC/Standpipes shall be provided and accessible during construction, if applicable.
25. Fire Extinguishers and no smoking signs shall be provided during construction.

### **Prior to Final Plat Approval**

26. Submit a final plat application. Applications can be found under Building, Planning and Environment on the City of Vancouver website, [www.cityofvancouver.us](http://www.cityofvancouver.us).
27. Comply with all requirements set forth on the civil drawings pursuant to the minor road modification approval.
28. Provide the following improvements to SE 192nd Avenue, per City of Vancouver standards:
  - Construct a northbound right-turn pocket at the intersection of SE 192nd Avenue and SE 12th Way.
  - Remove all existing driveway accesses.
  - There are open sidewalk code cases against the development parcels along SE 192nd Avenue (SWK-84424 and SWK-84425). The applicant must repair the sidewalk deficiencies along the project frontage to ensure ADA compliance and conduct a street tree evaluation to determine if the existing trees are causing sidewalk trip hazards. For questions regarding the repairs that are required to be made contact the Operations Department at [sidewalks@cityofvancouver.us](mailto:sidewalks@cityofvancouver.us)
  - The proposed development is located within one mile of a school. Therefore, all existing pedestrian routes shall be protected until completion of construction. A right of way construction permit is required for any project that intends to close or alter a sidewalk or curb ramp for construction purposes. Each permit must include a Pedestrian Traffic Control Plan (PTCP). In general, the PTCP must limit sidewalk closures and avoid detouring of pedestrians to the opposite side of the street during construction. The designers of the PTCP must make every effort to allow pedestrians to continue using the sidewalk on the same side of the street as the construction project, if possible. PTCPs will be evaluated on a case-by-case basis, specific requirements will vary depending on location
  - Street lighting must be installed or upgraded to current standards, see street lighting comments below.

- Install traffic control devices as warranted, and storm drainage as required by the City stormwater ordinance.
29. Provide the following improvements for all four segments of the looped public street:
- Dedicate 48 feet of right of way and install an asphalt street with 28-foot paved width. Install rolled curb and gutter, and 5-foot curb-tight attached sidewalk on one side of the street, per the applicable city standards and the conditions of the approved road modification. The attached sidewalk must be thickened to six inches, minimum. On the other side of the street install curb, gutter, and detached sidewalk, per T10-16.
  - Construct a new intersection on SE 192nd Avenue with 35-foot curb return radii and standard directional ADA ramps, per the applicable city standards.
  - Install a stop sign with stop bar at the intersection with SE 192nd Avenue to stop-control westbound traffic approaching the intersection. Also install a stop sign and stop bar at the intersection of SE 12th Way and SE 193rd Place to stop-control southbound traffic approaching the intersection.
  - Install 'No Parking – Fire Lane' signs at appropriate spacing along one side of the looped street.
  - Street lighting must be installed to current standards, see street lighting comments below.
  - Install traffic control devices as warranted, and storm drainage as required by the city stormwater ordinance.
30. Dedicate a private alley easement with adequate width to protect the private alley and must install City of Vancouver standard alley improvements including a 20-foot paved alley width, inverted crown section, a 2-foot concrete gutter pan in the center of the alley, and storm drainage as required by the city stormwater ordinance. Also, must install 'No Parking – Fire Lane' signs at appropriate spacing along both sides of the alley.
31. Provide the following improvements to the private streets, per City of Vancouver standards:
- Dedicate an appropriate easement or tract at least 15 feet wide and install a minimum 12-foot-wide paved street surface, per T10-18. (The applicant may increase the width of the street, if desired or if required by the fire dept.)
  - If the paved street width is less than 28 feet, must install "No Parking – Fire Lane" signs on both sides of the street.
32. Provide a shared access and maintenance agreement recorded on all parcels that are party to the private roadway.
33. *Notes Required on Plat:*
- Archeology**  
 If any cultural resources are discovered in the course of undertaking the development activity, the Department of Archaeology and Historic Preservation in Olympia and the City of Vancouver Community Development Department shall be notified. Failure to comply with these State requirements may constitute a Class C felony, subject to imprisonment and/or fines.
- Impact Fees**  
 Pursuant to VMC 20.915, Park, School and Traffic impact fees will be calculated at time of building permit application and shall be due and payable at the time the building permit is issued, except as provided in Section 20.915.075. Notwithstanding the foregoing, all

impact fees shall be recalculated for building permit applications that have not been issued within one year of submittal.

**Infiltration**

Individual infiltration systems to be installed on each lot. Homeowner is responsible for the maintenance of the infiltration system.

**Private Streets**

City of Vancouver has no responsibility to improve or maintain the private streets contained within or private streets providing access to the property described in this plat, nor does the City of Vancouver have responsibility for any of the infrastructure associated with the roadway such as sidewalks, drainage facilities, streetlights, curbs, or landscaping.

**Tracts**

Tracts A, B and C are (private parking tracts, private roads, public storm water) to be owned and maintained by the Homeowners Association.

**Trees**

Development within this subdivision is subject to an approved tree plan. Tree removal is subject to approval by the City of Vancouver. All trees shall be planted prior to occupancy per the approved plan.

**Zero Lot Lines**

Zero lot line development subject to the standards of VMC 20.910.050

**Alternative Process for Vacation or Modification of Dedicated Easements (VMC 20.320.080 and RCW 64.04.175)**

Easements dedicated or granted to the City of Vancouver on this plat may be modified by City Council using the easement vacation process and by recording of an updated plat. A Type II or Type III plat alteration process shall not generally be required to modify and/or vacate City of Vancouver easements on this plat. All other easements created by this plat may be amended through a Type II plat alteration process and recording an updated plat.

**Public Utility Easement:**

An easement is hereby reserved under and upon the exterior six feet of all boundary lines of the lots and tracts adjacent to public/private roads for the installation, construction, renewing, operating and maintaining electric, telephone, TV, cable, and water. All lots containing pad mount transformers are subject to the minimum clearances as defined by Clark Public Utilities Construction standards. All proposed building designs on these lots must provide adequate clearance for all combustible materials. Also, sidewalk easement, as necessary to comply with ADA slope requirements, shall be reserved upon the exterior six feet along the front boundary lines of all lots and tracts adjacent to public streets.

**Prior to Issuance of any Building/Development Permits:**

- 34. Pay all required fees, including impact fees.

**Prior to Issuance of Certificate of Occupancy:**

35. Pay sewer application fees, Fisher's Grove Pump Station surcharge fee of \$635 per EDU, and system development charges. Secure connection permits and connect the new building sewers to the new laterals in accordance with the plumbing code.
36. A certificate from a licensed landscape architect shall be provided verifying that landscaping indicated on the final landscape plan has been installed. (For all commercial, multi-family and industrial projects)
37. All UIC wells are required to be registered with Washington State Department of Ecology. Proposed public UIC wells shall receive Washington State Department of Ecology UIC Program rule authorization prior to civil plan approval. Provide a copy of the authorization in the final stormwater report during the plan review process. A copy of the registration application will be accepted if rule authorization notification has not been received from Ecology within 60 days of application for well registration. Registration forms shall include the following ownership, facility/site information, and NPDES number for proposed public UICs.
38. Install required street trees and landscape buffer plantings per VMC 20.925.030(E)

**EXHIBITS**

1. Staff Report
  - A. Application
  - B. Applicant Narrative
  - C. Proposed Development Plans
  - D. SEPA Checklist
  - E. Notice of Application and Optional DNS dated Feb. 9, 2024
  - F. Final DNS issued March 12, 2024
  - G. Traffic Study by Lancaster Mobley dated Dec. 13, 2023
  - H. Trip Calculations Worksheet dated March 12, 2024
  - I. Development Review Evaluation from Clark County Public Health dated Nov. 22, 2023
  - J. Comment Letter from Department of Ecology dated March 8, 2024
  - K. Stormwater Report\*\*
  - L. Geotechnical Report\*\*
  - M. Public Comment
  - N. Evergreen School District Letter dated Nov. 3, 2023
  - O. Electronic Letter of Appeal submitted by David Rehmann dated March 26, 2024

\*\*Because of the size of the exhibit, it is not included with this report. The document is available for review via email. Please email the case manager for this project to receive electronic copies of the requested exhibit.



# Planning Permit Application

## LAND USE PRELIMINARY APPLICATION (LUP)

415 W 6<sup>th</sup> ST ~ Vancouver, WA 98660, P.O. Box 1995 ~ Vancouver, WA 98668, Phone (360) 487-7800

Email completed application to [plans@cityofvancouver.us](mailto:plans@cityofvancouver.us)

REVIEW TYPE (Check one review and one process type)					
<b>Review Type:</b> <input type="checkbox"/> Type I <input type="checkbox"/> Type II <input type="checkbox"/> Type III <input checked="" type="checkbox"/> Type IV <input type="checkbox"/> Tree Removal Only (nuisance or hazard)					
<b>Process Type:</b> <input checked="" type="checkbox"/> Standard <input type="checkbox"/> Streamline (Type I & II applications only. Pre-submittal Meeting required. By selecting streamline process, applicant waives all land use review timelines in VMC Title 20)					
USE					
<input checked="" type="checkbox"/> Single-Family	<input type="checkbox"/> Commercial	<input type="checkbox"/> Multi-family	<input type="checkbox"/> Mixed Use <small>(commercial with multi-family)</small>	<input type="checkbox"/> Industrial	<input type="checkbox"/> Residential
<input type="checkbox"/> Duplex		<input type="checkbox"/> Wireless Communications Facility (new) see VMC 20.890			
PROJECT INFORMATION					
Site Acres: 4.46 acres	Disturbed Acres: 4.46 acres	Zoning: R-9	Sewer: <input type="checkbox"/> Septic <input checked="" type="checkbox"/> Public	Water: <input type="checkbox"/> Well <input checked="" type="checkbox"/> Public	
Proposed # of Lots: 60		Proposed Dwelling Units: N/A			
Non-Residential Bldg. Square Footage:		Ground Floor:		Total of All Upper Floors:	
Hard Surface Area Square Feet - New:		Replacement:		Total:	
PROJECT NAME AND LOCATION					
Proposed project name: South Cascade Terrace Subdivision					
Project site address: 1019 SE 192nd Ave. (also 1119 & 1201)			Parcel #(s): 177228010 (also 177228010 & 177228000)		
PROJECT DESCRIPTION					
(Briefly describe the proposed project. Provide more detail in project narrative)					
60-lot subdivision with concurrent rezone R-9 to R-17					
PRIMARY APPLICANT			CONTACT		
Business Name: Ginn Group LLC			Business Name: PLS Engineering		
Contact Name: Chad Stewart			Contact Name: Travis Johnson		
Address: 502 NE 72nd Street			Address: 604 W. Evergreen Blvd		
City/State/Zip: Vancouver, WA 98665			City/State/Zip: Vancouver, WA 98660		
Phone: (360) 608-6026			Phone: (360) 944-6519		
Email: chad@ginngrp.com			Email: pm@plsengineering.com		
ELECTRONIC PLANS SUBMITTER (required)			OWNER		
(responsible for ePlans uploading and correspondence)			(attached additional sheets for multiple owners)		
Name: PLS Engineering (Travis Johnson)			Name: Teresa Mosbauer		
Address: 604 W. Evergreen Blvd			Address: 615 Deep Pond Rd.		
City/State/Zip: Vancouver, WA 98660			City/State/Zip: Osteen, FL 32764		
Email (required): pm@plsengineering.com			Email: terrytahoo2004@yahoo.com		
Phone: (360) 944-6519			Phone:		
ONLINE PAYMENT					
Existing ePermits User Name: projects@ginndevelopments.com				<a href="#">Request an ePermits Account</a>	
REQUIRED SIGNATURES					
As evidenced by my signature below, I/we agree that City of Vancouver staff has my/our full permission to enter upon the subject property at any reasonable time to consider the merits of the application, to take photographs and to post public notices.					
Applicant Signature: <i>Chad Stewart</i>			Date: 11/29/2023		
Property Owner or Owner's Authorized Agent Signature: <i>Teresa A. Mosbauer</i>			Date: 11/29/2023		

**LUP APPLICATION SUB TYPES**

Please check all applicable applications and information where necessary

**Airport Height Overlay District**

**Archaeological Pre-determination**

**Binding Site Plan**  
 Conceptual (without Site Plan Review)  
 Detailed (with Site Plan Review)

**Boundary Line Adjustment** # of lots to be adjusted:

**Comprehensive Plan Amendment**  
 (Including Zone Map Amendment with Comp Plan)

**Conditional Use Permit**  
 Initial (Type III) (Comm. Centers, Group Meal Service, Shelters)  
 Major Modification (Type III)  
 Minor Modification (Type I)  
 Engineering Review Required  Yes  No

**Covenant Release**

**Critical Areas** (not used when in Shoreline)  
 Check one →  Duplex/Single Family  All Other Uses  
 Check one →  Permit  Statement of Exemption (No Fee)  
**Check the applicable critical area(s)**  
 Fish & Wildlife  
 Frequently Flooded  
 Geological Hazards  
 Wetlands  
 Minor Exception (not common)  
 Reasonable Use (not common)

**Design Review**  
 Exterior Modification Only  
 All Others

**Development Agreement**  
 Initial  
 Modification  
 Extension

**Historic Preservation**  Modification  Registry  
 **Historic Preservation – Special Valuation**

**Legal Lot Determination**  
 # of lots to be reviewed:

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 Conceptual (without Site Plan Review)  
 Detailed (with Site Plan Review)  
 Hybrid (Some areas with Site Plan Review)

**Planned Development**  
 Commercial  
 Residential  
 Mixed Use\*  
 \*Ground Floor SF: \_\_\_\_\_ Upper Floor SF: \_\_\_\_\_

**Plat Alteration**

**Post Decision Review/Modification**  
 (Includes Planned Development/Master Plan Modifications)  
 Type I  Type II  Type III  
 Engineering Review Required  Yes  No

**Road Modification**  
 Minor  
 Technical  
 Major  
 Submitted:  Before  After Decision  
 (submitted after decision is not common)

**Shoreline Permits**  
 Substantial Development Permit  
 Shoreline Permit - Statement of Exemption (no fee)  
 Shoreline Conditional Use  
 Shoreline Variance

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Check Use Type below  
 Residential  
 Non-Residential  
 Qualified Planned Action  
 Unoccupied Commercial/Utility Structure  
 Commercial Pad  
 Land Extensive  
 Stormwater  Yes  No Transportation  Yes  No

**State Environmental Policy Act (SEPA)**  
 Check if for Single-Family Residential house (only)  
 Residential Site Plan Review (SPR)  
 Grading Only  
 Subdivision or Planned Development  
 Non-Project Actions (not common)  
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 (When more than one applies check All Other)

**Subdivision/Short Subdivision**  
 Short Subdivision (2-9 lots)  
 Subdivision (10+ Lots)

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 Commercial/Industrial  
 Unforeseen Emergency  
 Seasonal Event  
 Model Home  
 Sales Office

**Tree Plan**  
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 (Tree Removal for nuisance or hazard tree(s) is Level 3)

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**Zoning Map Amendment**  
 (Not involving Comprehensive Plan Amendment)



## Planning Permit Application

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City/State/Zip: Vancouver, WA 98665			City/State/Zip: Vancouver, WA 98660		
Phone: (360) 608-6026			Phone: (360) 944-6519		
Email: Chad@ginngrp.com			Email: pm@plsengineering.com		
ELECTRONIC PLANS SUBMITTER (required)			OWNER		
(responsible for ePlans uploading and correspondence)			(attached additional sheets for multiple owners)		
Name: PLS Engineering (Travis Johnson)			Name: Michael & Denise Werner		
Address: 604 W Evergreen Blvd			Address: 10009 SE Evergreen Hwy		
City/State/Zip: Vancouver, WA 98660			City/State/Zip: Vancouver, WA 98664		
Email (required): pm@plsengineering.com			Email:		
Phone: (360) 944-6519			Phone:		
ONLINE PAYMENT					
Existing ePermits User Name:				<a href="#">Request an ePermits Account</a>	
REQUIRED SIGNATURES					
As evidenced by my signature below, I/we agree that City of Vancouver staff has my/our full permission to enter upon the subject property at any reasonable time to consider the merits of the application, to take photographs and to post public notices.					
Applicant Signature: 			DocuSigned by:		Date: 12/1/2023
Property Owner or Owner's Authorized Agent Signature: 			DocuSigned by:		Date: 12/1/2023

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 Seasonal Event  
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**Zoning Map Amendment**  
 (Not involving Comprehensive Plan Amendment)

**PLS ENGINEERING**

**PROJECT NARRATIVE  
FOR**

**SOUTH CASCADE TERRACE  
SUBDIVISION**

**A TYPE IV REZONE AND  
SUBDIVISION APPLICATION**

Submitted to  
**THE CITY OF VANCOUVER**

**FOR**  
**GINN GROUP, LLC**  
502 NE 72<sup>nd</sup> Street  
Vancouver, WA 98685  
(360) 608-6026

**December 2023**

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## General Information

**Owner:**

**Teresa Mosbauer**  
615 Deer Pond Rd  
Osteen, FL 32764

**Michael and Denise Werner**  
10009 SE Evergreen Hwy  
Vancouver, WA 98664

**Applicant:**

**Ginn Group LLC**  
**Contact: Chad Stewart**  
502 NE 72<sup>nd</sup> St.  
Vancouver, WA 98665  
(360) 608-6026  
[chad@ginngrp.com](mailto:chad@ginngrp.com)

**Project Contacts:**

**PLS Engineering**  
Travis Johnson, PE  
604 W Evergreen Boulevard  
Vancouver, WA 98660  
(360) 944-6519  
[pm@plsengineering.com](mailto:pm@plsengineering.com)

<b>Location:</b>	SW ¼ of Section 32, T2N, R3E, WM
<b>Address:</b>	1019, 1119, 1201 SE 192 <sup>nd</sup> Ave., Vancouver, WA
<b>Project Size:</b>	4.46 acres (194,278 sf)
<b>Zoning:</b>	R-9
<b>Comprehensive Plan:</b>	UL
<b>Current Use:</b>	Single family residential
<b>Tax Lot Information:</b>	177228010, 177228005, 177228000
<b>School District:</b>	Evergreen
<b>Elementary:</b>	Illahee
<b>Middle School:</b>	Shahala
<b>High School:</b>	Union
<b>Water District:</b>	Vancouver
<b>Sewer District:</b>	Vancouver
<b>Fire District:</b>	Vancouver Fire
<b>Park District:</b>	C
<b>Case File:</b>	PRJ-169060/PIR-83739
<b>Transportation Impact Fee:</b>	Cascade

# Project Description

The South Cascade Terrace Subdivision proposes to subdivide approximately 4.46 acres into 60 single-family residential lots. Concurrent with this proposal the applicant also requests a zone change from R-9 to R-17. Both the existing and proposed zones are Low Density Residential therefore a comprehensive plan amendment is not necessary. The development will utilize zero lot line standards.

The site consists of three parcels, each with existing single-family homes. Adjacent parcels are developed with single-family residential uses. SE 192<sup>nd</sup> Avenue borders the site to the west. The site is flat with grass and scattered trees. All existing structures are proposed to be removed with site development.

The existing well and septic(s) systems located on site will be properly abandoned/decommissioned with this development.

## **Transportation and Utilities:**

Access to the proposed development will be from 192<sup>nd</sup> Ave. This street is an arterial and is developed to the current standards. SE 12<sup>th</sup> Loop is a new local access roadway proposed with this development and will be designed to meet the standards of T10-16. Due to the dimensions of the site, the applicant is requesting to narrow the public roadway section to have a 48' ROW width instead of a full 50' ROW width.

Stormwater runoff from the site will be collected, treated, and routed to infiltration trenches on site.

The site will be served by public water and sewer services from the City of Vancouver.

## **Critical Areas:**

There are no critical areas located onsite.

# Proposal & Code Compliance Discussion

## VMC Title 20 - Land Use and Development Code

### 20.210 - Decision Making Procedures

The subdivision is proposed with a concurrent Type IV rezone so the application will follow a Type IV process. The application will be required to follow the timelines for review and approval as indicated in this code section.

A preapplication conference was required for this project. The applicant submitted a substantially similar plan on 10/4/2023 and a preapplication conference was held on 10/26/2023. Because the application was subject to a preapplication conference, the application will be contingently vested to the applicable codes in effect on 10/4/2023 if a fully complete application is accepted by the city before 4/23/2024.

### 20.285 - Text and Map Amendments

A standalone zoning map amendment that is not associated with a comprehensive plan map amendment must demonstrate,

- 1. How the proposal is more consistent with applicable policies of the Vancouver strategic plan and comprehensive plan than the existing designation; and that a change in circumstances has occurred since the existing designation was established, and*
- 2. That a change in circumstances has occurred since the existing designation was established.*

#### **A. Consistency with Vancouver Strategic Plan**

The City adopted a 2023-2029 Strategic Plan earlier this year that included eight focus areas. This narrative below shows how the proposal is consistent with five of the applicable focus areas:

#### **Transportation and Mobility:**

The development will improve transportation and mobility in and around the site with proposed internal streets with sidewalks. SE 192<sup>nd</sup> Avenue is fully developed abutting the site. C-Tran operates several bus routes along SE 192<sup>nd</sup> Avenue with the nearest stop approximately 315 feet north of the site. C-Tran operates bus rapid transit along SE Mill Plain Boulevard, with the nearest stop approximately ½ mile northwest of the site. The site is within the urban areas of the County and there is adequate roadway infrastructure to support the proposed development.

#### **Housing and Human Needs:**

The proposed development would bring an additional 60 single family homes to the market. These homes would be affordable to a large portion of the community as they would be smaller efficient homes on compact lots. These proposed homes would contribute to the diverse range of housing options within the city and help make home ownership attainable.

### **Vibrant and Distinct Neighborhoods**

The proposed development will integrate well with the existing residential neighborhood that consists of a wide range of housing. There are single-family homes on larger lots to the north and east of the site, as well as to the west across SE 192<sup>nd</sup> Avenue. South of the site are single-family homes on narrow lots, similar to this proposal. The site itself will provide a relatively private looped road community that will foster social cohesion.

### **Safe and Prepared Community**

Emergency services will be provided by the Vancouver Police Department and Fire District. The nearest Fire Station is approximately 1 mile west of the site. The proposed site is also within an urban area that is served by public water. The site will be designed with fire hydrants that meet the spacing requirements of the current fire codes. The proposed homes will also meet the current building codes that continually include updates that improve the performance of buildings during natural disasters, including earthquakes.

### **Climate and Natural Systems**

The proposed site development will include energy efficient homes. This will likely include smaller homes that maximize the utility of spaces while cutting down on overall building size. The homes will also be equipped with high efficiency heat pump HVAC and water heater systems. The HVAC systems will include air conditioning to improve livability during the summer months. The site design will not retain street trees. 134 trees are also proposed to be planted to improve long-term tree canopy over the site. The site will include stormwater systems that will collect and treat stormwater from pollution generating surfaces. All stormwater is proposed to be infiltrated into the ground.

### **2022 Housing Code Updates:**

In response to the 2016-2021 strategic plan and the 2016 Affordable Housing Task Force recommendations, the City Council studied and approved housing code updates in 2022. This code update resulted in the creation of the R-17 zone to provide additional housing options, and improve affordability within the city.

The Housing Code Updates webpage states the following as a purpose of the update:

“Vancouver, like many communities, is facing a housing crisis. As the city continues to grow, there is a desire and need for new types of housing that would allow residents to live more

affordably while also maintaining neighborhood livability. However, current city zoning rules prohibit many of these housing options. Changes to the development code can create opportunities for the private sector to deliver a more diverse, affordable housing stock.”

The project goals of the housing update are stated as the following:

“The goal of the project is to update City codes to allow for different, smaller and more affordable types of housing choices. Many are recommended in the Affordable Housing Task Force report (2016) and many are similar to what is allowed in Clark County and other Washington cities nearby and statewide.”

The specific goals include:

- Allowing for the development of diverse housing types to meet changing demographic needs and consumer preferences
- Expanding market rate, middle income, and affordable housing choices
- Maintaining neighborhood livability with incremental, rather than wholesale, change
- Providing more opportunities for people to live near where they work and attend school, and reduce costly commutes
- Facilitating development in areas with full existing public services

The current proposal is consistent with this plan and will help meet the City’s goals. The subdivision proposal associated with the zone change will accomplish the following:

- The project will add diversity to the housing options in the immediate vicinity of the site.
- It will provide middle income housing geared toward families wanting to live in the City of Vancouver.
- The rezone is only an incremental change in density and will blend with existing development in the immediate area. There is a small lot single family development to the east, apartments to the north, multifamily zoned land to the west, and a highway to the south
- The site is located in the middle of the urban area of Vancouver and is surrounded by existing development.
- The project in is an area with full existing public services.

## **B. Consistency with the Comprehensive Plan**

This request is consistent with the purpose of the existing Comprehensive Plan designation:

Table 1-5. Vancouver comprehensive plan land use designations

Comprehensive Plan designation	Corresponding Zoning	General Intent
<b>Residential</b>		
Urban Lower Density	R-2, R-4, R-6, R-9	Predominantly single-family detached residential development, with some allowances for duplexes, townhouses, and single-family homes on small lots using infill standards

Both the R-9 and R-17 zones are Urban Lower Density, though the R-17 zone was adopted in 2022 and does not appear in the 2021 text above. The general intent of the zone includes allowances for smaller lots and homes (including townhomes). The intent of the new R-17 zone and the proposed development is to provide efficient middle housing.

This request furthers the Community Development policies on page 1-14 to 1-15 of the Comprehensive Plan:

*“CD-2 Efficient development patterns Encourage efficient development throughout Vancouver to ensure achievement of average density of 8 units per acre set by countywide planning policies. Encourage higher density and more intense development in areas that are more extensively served by facilities, particularly transportation and transit services.”*

Response:

- The site is in an urban area and with access to all required urban services including adequate transportation services. The nearest public transportation is approximately 315 feet to the north on Mill Plan Blvd. This is a short walk from the site.

*“CD-3 Infill and redevelopment- Where compatible with surrounding uses, efficiently use urban land by facilitating infill of undeveloped properties, and redevelopment of underutilized and developed properties. Allow for conversion of single to multi-family housing where designed to be compatible with surrounding uses.”*

Response:

- This is a relatively small infill project, where the intent is to convert the existing underutilized land into an efficient housing project.

In addition, the request fulfills both CD-9, facilitating compatible uses adjacent to each other, and CD-10, placing housing near services (complementary land uses).

Chapter 3 of the Comprehensive Plan contains the City’s Housing element. The Plan recognizes the need for diverse housing:

*“As the baby boom generation ages over the next 20 years, there is likely to be a greater need and demand for smaller units, retirement homes, and assisted living.”*

The plan notes that most residential housing is single-family housing (57%). *Id.* Housing affordability is also a City concern:

*“The Growth Management Act requires local jurisdictions to demonstrate that regulations allow and encourage housing for all economic segments of the community. Table 3-3 provides a breakdown of local households by income ranges, and the general share of Vancouver housing they can afford to buy or rent without having to spend more than 30% of their income.”*

There are several policies that would be furthered by this request, including:

*H-1 Housing options*

*“Provide for a range of housing types and densities for all economic segments of the population. Encourage equal and fair access to housing for renters and homeowners.”*

*H-2 Affordability*

*“Provide affordable housing by formulating innovative policies, regulations and practices, and establishing secure funding mechanisms. Target affordability programs toward households with incomes below the median.”*

**C. Change in Circumstances**

The housing and affordability crisis represents a change in circumstance since the existing zoning designation was established. Well-planned site-specific rezone requests are a way to increase the housing supply in the urban areas of the city. This increase in housing supply will help improve affordability within the city.

Approval of this rezone request will result in a development that can be served by existing urban public services and will provide more flexibility in density and housing types, resulting in more affordable housing.

**20.320 - Subdivisions**

The purpose of this narrative is to demonstrate compliance with City and State standards and to show that there are adequate public facilities to serve the site. The following addresses VMC 20.320.040:

- A. There are adequate public facilities at or near the site to support the development.
  - a. Mitigation is not required for the minor traffic impacts that the development will produce in the area. See the Transportation Impact Study prepared by Lancaster Mobley included with this application.
  - b. Public water access is available at the site and there is adequate capacity to support the development with minimal impacts.

- c. Onsite stormwater will be managed according to the applicable standards. Any offsite impacts will be negligible.
  - d. A grading plan has been included with the application. A SWPPP is included in the Stormwater report. Applicable regulations will be followed to minimize the risk of erosion related impacts.
  - e. Public sanitary sewer is available at the site and will be extended to serve all the proposed lots.
- B. The proposed improvements are consistent with the City's current ordinances, standards, and plans.
  - C. Impact fees will be paid for parks and schools to offset potential impacts.
  - D. The subdivision design has taken into account the physical characteristics of the site. There are no critical areas on site to be retained.
  - E. There are no known existing subdivision conditions that apply to the proposed project.
  - F. The proposal complies with the applicable requirement of VMC Title 20 as indicated in other sections discussed in more detail below.
  - G. The subdivision complies with the requirements of RCW 58.17.110 as indicated at the end of the narrative.
  - H. This subdivision complies with the additional criteria for narrow lots as displayed in VMC 20.927. This section of code is discussed below in more detail.

The proposed subdivision meets the technical standards listed under VMC 20.320.070. Many of these items are discussed in additional detail below under the applicable section of the narrative.

- A.1. The subdivision layout meets the applicable code and shows the required improvements.
  - a. All proposed streets comply with VMC Title 11 and the approved transportation standard details.
  - b. Block lengths proposed provide for convenient access and circulation. There are no opportunities to improve block length at the site, but the proposed access will be convenient for the future residents.
  - c. The site is surrounded by existing development and bound by SE 192<sup>nd</sup> Avenue to the west. There are no opportunities to create "blocks" with the proposed development.
  - d. Easements are shown on plan for access and utilities. Utility easements will be reviewed and approved by the appropriate utility provider.
  - e. Flag lots are proposed off private driveways: Lots 11-14, 24-27, 49-52.
  - f. The side lot lines run at right angles to the proposed streets.
  - g. All lots meet the minimum frontage requirement of 20'.

- h. Park impact fees will be paid at the time of building permit issuance for each lot.
  - i. The narrow lots comply with VMC 20.927. Additional discussion of this section has been provided below.
  - j. Existing trees have been addressed with the tree plan provided with this application and are also discussed below.
- B. Public utility improvements are proposed with this subdivision. The public improvements will be designed under the direct supervision of a professional civil engineer and meet the requirements stated in the VMC.
- C. Monument setting will meet the requirements of this section at the time of construction.
- D. Surveys will comply with the standards of the state and of the VMC.
- E. The project drawings comply with the drafting standards stated in this section. Future drawings will also comply with these standards.

**20.410 - Lower Density Residential Districts**

The applicant proposes to construct a 60-lot subdivision for single-family detached homes in the R-9 zone. A rezone to R-17 is proposed, therefore standards for the R-17 zone are shown below. The proposed plat utilizes zero lot line standards that are further addressed under section 20.910.050 - *Zero Lot Line Developments*.

<b>Standard</b>	<b>Required (R-17 zone)</b>	<b>Proposed</b>
Minimum Lot Size	2,000 sf	2,080 sf
Minimum Lot Width	25'	26'
Minimum Lot Depth	65'	80'
Maximum Lot Coverage	65%	65%
Front Yard	10', 18' to garage	10', 18'
Rear Yard	5'	5'
Side Yard	0'/5'	0'/5'
Street Side Yard	8'	8'
Maximum Bldg Height	35'	35'
Minimum Landscape	10%	35%

20.410.050-1 – The following address additional standards for development within R-17 zoning districts:

- a. Garage doors facing the street will not take up more than 50% of the width of the street facing façade. This requirement should be reviewed at building permit.
- b. Main entrances will be visible from the street and will have a porch. This requirement should be reviewed at building permit.

- c. Home facades will be varied, with architectural differences such as differing heights, varied rooflines, staggered front setbacks, and different window or door locations. This requirement should be reviewed at building permit.
- d. An alley is proposed to serve lots 35-48. Garage/driveway access will be via the alley.
- e. Narrow Lot Development Standards are discussed further in this narrative under 20.927 – *Narrow Lot Development*.
- f. The proposed alley will serve lots 35-48, eliminating the need for driveways along one side of the proposed loop street. This configuration will allow for ample street parking along one side of the street.
- g. Solid waste and recycling will be at the street level in front of each lot.

**Density Calculations based on R-17 zoning:**

Site Area: 4.46 acres

ROW dedication: 1.28 acres

Net Area: 3.19 acres

Minimum Allowable Density: 8.8 units/net acre (28 units)

Maximum Allowable Density: 21.8 units/net acre (69 units)

**20.710 - Archaeological Resource Protection**

An Archaeological Predetermination for this site was done by Archaeological Services of Clark County (ASCC). A site visit performed on October 31, 2023 which found no artifacts. The residence on the western extent of parcel 177228000 (1201 SE 192nd Avenue) and the residence on parcel 177228010 (1019 SE 192nd Avenue) are more than 50 years old, therefore ASCC prepared State of WA Historic Property Inventory Forms. A report summarizing their field work is included with this application. In the unlikely event that cultural or historical resources are discovered during construction activity, construction will cease, and all applicable authorities will be contacted.

**20.770 - Tree, Vegetation, and Soil Conservation**

A Level V tree plan is required for this application. The landscape and tree plans included with the application demonstrates the retained trees, proposed trees, and includes a calculation of tree density.

**20.790 - SEPA Regulations**

The State Environmental Policy Act (SEPA) procedures require documentation of critical areas as well as discussion on earth, air, water, plants and animals, energy and natural resources,

environmental health, noise, land and shoreline uses, aesthetics, recreation, historic and cultural preservation, transportation, and public services and utilities. A SEPA application has been submitted with this application.

**20.910.050 – Zero Lot Line Developments**

Side yard setbacks in this development will either be 0 or 5'. The 5' side yards will be protected with a covenant to keep them free of any permanent obstructions. Building walls on zero-foot setbacks will be constructed of fire resistive construction per IBC Title 17.

**20.915 - Impact Fees**

Newly constructed homes will be required to pay impact fees at the time of building permit issuance. Impact fees are collected to ensure that adequate public facilities are available to serve new growth and development; promote orderly growth and development by requiring that new development pay a proportionate share of the cost of new facilities needed to serve growth; and ensure that impact fees are imposed through established procedures and criteria so that specific developments do not pay arbitrary fees or duplicate fees for the same impact. Impact fees for traffic, parks, and schools will be paid at the time of building construction. A credit for the existing three homes on site is requested.

**20.925 - Landscaping**

A landscape plan and level V tree plan have been provided with the development plans showing compliance with this section.

Landscaping equal to 10% of the net lot area of the site is required. This standard will be reviewed for compliance at building permit review.

Street trees are proposed along the new loop road. Some of the existing street trees along SE 192<sup>nd</sup> will be replaced, please see the Preliminary Landscaping plans included with this application.

**20.927 - Narrow Lot Developments**

Developments that propose lot widths less than 40' are subject to the narrow lot development standards. Lots are proposed to be approximately 26' wide, therefore this section applies to the development.

The existing neighborhood consists of single-family homes within low-density residential zones. The proposed development low-density residential zoning designation will result in the site in the project's single-family remaining compatible with the surrounding area.

The approval criteria must be addressed, which includes the following:

*A. Conflicts on narrow lots shall be eliminated.*

The development has been designed to eliminate conflicts between on-site and off-site improvements. Driveways, public and private utilities (water, fire hydrants, sewer, roof infiltration, gas, cable, phone, electricity, etc.), on-street parking spaces, street trees, existing trees, light poles, common mailboxes, street signs, etc., have been considered in the design of the development and any conflicts have been eliminated.

*B. Adequate guest parking shall be provided.*

The development has been designed to provide ample street parking. By utilizing an alley to serve lots 35-48, there will be no driveways along one side of the loop road. Parking will be allowed along one side of the loop road, resulting in at least 30 on-street parking spaces, in addition to several parking spaces possible within the private street/joint driveway easements, exceeding the requirement for 20 guest parking spaces.

*C. Solid waste and recycling collection and access shall be provided.*

The development has been designed to provide for safe access and maneuvering by solid waste and recycling collection vehicles along public roadways. Solid waste collection areas will be located in front of each lot on the adjacent street. The carts can be set out either on the street or over the curb/planter. General locations of collection areas are shown on the narrow lot plan.

**20.945 - Parking and Loading**

Each lot will have a minimum 12' wide driveway that can accommodate at least 1 parked vehicle on the lot. The homes are also proposed to have a single car garage. This configuration will exceed the required parking standards for single family homes. One guest space is required for every 3 narrow lots, therefore 20 guest parking spaces are required. 30 on-street parking spaces are provided along the loop street, meeting this criteria.

**20.985 - Vision Clearance**

Vision clearance triangles and sight distance triangles are shown on the preliminary plat. Vision clearance meets the requirements in standard Plan T04-04.

**VMC Title 11 - Streets and Sidewalks**

**11.70 - Concurrency**

A Transportation Analysis has been prepared by Lancaster Mobley for this development and is included with this application. The analysis found the following:

- The trip generation calculations show that the proposed project is projected to generate an additional 43 morning peak hour trips, 57 evening peak hour trips, and 570 average weekday trips.

- The project will impact 8 of the transportation facilities where proportionate share contributions are being collected. A proportionate share fee of \$33,500 will be collected.
- Although a right turn lane is not warranted at the site entrance on SE 192<sup>nd</sup> Avenue per the WSDOT warrant methodology, consideration for a right-turn pocket lane/taper may be made. Based on input from City of Vancouver staff, the construction of a 100-foot long right turn taper that develops into a 13-foot-wide paved width will be sufficient to accommodate site ingress traffic.
- Adequate sight distances to the south of the proposed site access location is available to allow for safe and efficient operation of the intersection. No sight distance related mitigation is necessary or recommended.

### **11.80 - Street and Development Standards**

#### **Roadway Standards for SE 192<sup>nd</sup> Avenue:**

SE 192<sup>nd</sup> Avenue is an existing Principal Arterial that borders the site to the west. This street requires a minimum 50' half-width right-of-way and 35' paved half-width road. This street is fully constructed to standards therefore typical frontage improvements to this street are not required or proposed. A right-turn taper at the entrance to the site as discussed above is proposed. No individual lot access is proposed to SE 192<sup>nd</sup> Avenue.

The applicant will repair sidewalk deficiencies along the project's SE 192<sup>nd</sup> Avenue frontage to ensure ADA compliance and will evaluate the existing street trees as they are the likely cause of sidewalk damage.

#### **Roadway Standards for SE 12<sup>th</sup> Loop:**

SE 12<sup>th</sup> Loop is a proposed Loop/Cul-de-sac street that requires a 50' full-width right-of-way and 28' paved road. Due to the dimensions of the parcel the applicant is requesting to provide a 48' right-of-way with a 28' paved road, with 4' planters and 5' attached sidewalks with rolled curb on one side of the street and 4' planters and 5' detached sidewalks with curb and gutter on the other. A road modification addressing this is included with this application. Street lighting will be provided as required by code.

#### **Alley:**

A 16' paved alley within a 20' wide easement is proposed to serve lots 35-48.

#### **Private Streets:**

Three private streets are proposed to serve as joint driveways for lots 11-14, 24-27 and 49-52. These streets are less than 150' in length therefore turnarounds are not needed. Each private street is proposed to be 28' wide, allowing parking along one side of the street.

#### **Road Modifications:**

A road modification addressing the following is included with this application:

- Reduced right-of-way on SE 12<sup>th</sup> Loop

- Cut in SE 192<sup>nd</sup> Avenue for water
- Rolled curb throughout development

## **VMC Title 12 - Trees and Vegetation**

Street trees are required on all public roads constructed with this project. After street trees are installed and the right-of-way is dedicated to the city, any work that is proposed on or near street trees will need to meet the requirements of VMC Title 12. Future property owners will have responsibilities regarding street tree maintenance as described in this section.

## **VMC Title 14.04, 14.10 and 14.16 - Water and Sewers**

All lots will be served by public sewer and water.

The site will be served by the City of Vancouver for public sewer service. Public sewer is available at the site and will be extended to each new lot. The City has required that cleanout #17996 be removed and sewer be extended north; the sewer main will be extended using the same pipe material and slope as the existing sewer pipe #17996-17995. Cleanout #17996 will not be replaced with a manhole structure unless the City's standard maintenance access requirements can be met from the right-of-way to the new manhole.

Water for the site will be provided by the City of Vancouver. Public water will be extended from SE 192<sup>nd</sup> Avenue through the site. Each new home will be served by public water.

### **14.24 - Erosion Control**

An Erosion Control Plan in conformance with VMC 14.24 has been designed and included in this submittal. The plan clearly shows existing topography, specific erosion prevention BMPs, and includes measures to ensure that sediment and sediment laden runoff does not leave the site. In the final site configuration, the contributing drainage area runoff will be conveyed to infiltration trenches so that runoff does not leave the site.

### **14.25 - Stormwater**

Stormwater will be collected from impervious surfaces and routed to infiltration trenches located onsite. Stormwater from pollution generation surfaces will be treated using filter cartridges.

A preliminary stormwater plan and technical information report (TIR) has been submitted with this application. The report shows how the project complies with the standards of the VMC.

### **14.26 - Water Resource Protection**

The entire city is located within a Critical Aquifer Recharge area. The proposal does not include any prohibited discharges to groundwater or surface waters. Stormwater from streets and driveways will be treated using filter cartridges prior to entering infiltration trenches.

## **VMC Title 16 - Fire**

All streets that serve the site meet and exceed minimum fire apparatus access requirements. Proposed SE 12<sup>th</sup> Loop is 28' wide allowing sufficient width for emergency vehicles to maneuver within the site. New fire hydrants are proposed within the development to meet the applicable spacing requirements.

## **VMC Title 17 - Building & Construction**

Future residential structures will be built under a separate permit. The homes will be required to follow this section of code at that time.

### **Grading, Excavation, Fill, and, Stockpile:**

The site contractors will be required to follow the recommendations found in the geotechnical report regarding temporary and permanent cut slopes in order to preserve a safe worksite and safeguard property.

A stormwater protection plan will be provided prior to construction. This plan will help prevent potential water quality degradation, prevent excessive sedimentation or erosion by surface waters, and prevent the creation of public nuisances such as the fouling of surface or groundwater.

## **Revised Code of Washington (RCW)**

The subdivision complies with the applicable portions of RCW 58.17. The preliminary plat is in the public interest and will provide additional housing that is needed in the City of Vancouver.

This application and narrative show that there are adequate facilities to serve the proposed subdivision. There are adequate public roads, open spaces, drainage facilities, potable water, sanitary waste collection and treatment, schools and educational services, pedestrian facilities, and fire prevention services.

The proposed development is within 1 mile of Illahee Elementary, Shahala Middle and Union High Schools. Students living in the future development will walk to these schools. A safe walking route map provided by the school district is provided with this application.

This application and narrative also show compliance with the applicable standards of the Vancouver Municipal Code.

### **Climate Action Framework**

The pre-application conference report “Key Notes” included “awareness of City’s recent Climate Action Framework (CAF)”. The 2023 CAF addresses standards set to reduce greenhouse gas emissions. This project furthers those goals by:

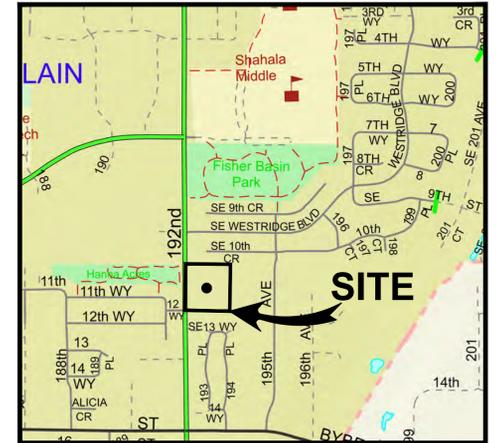
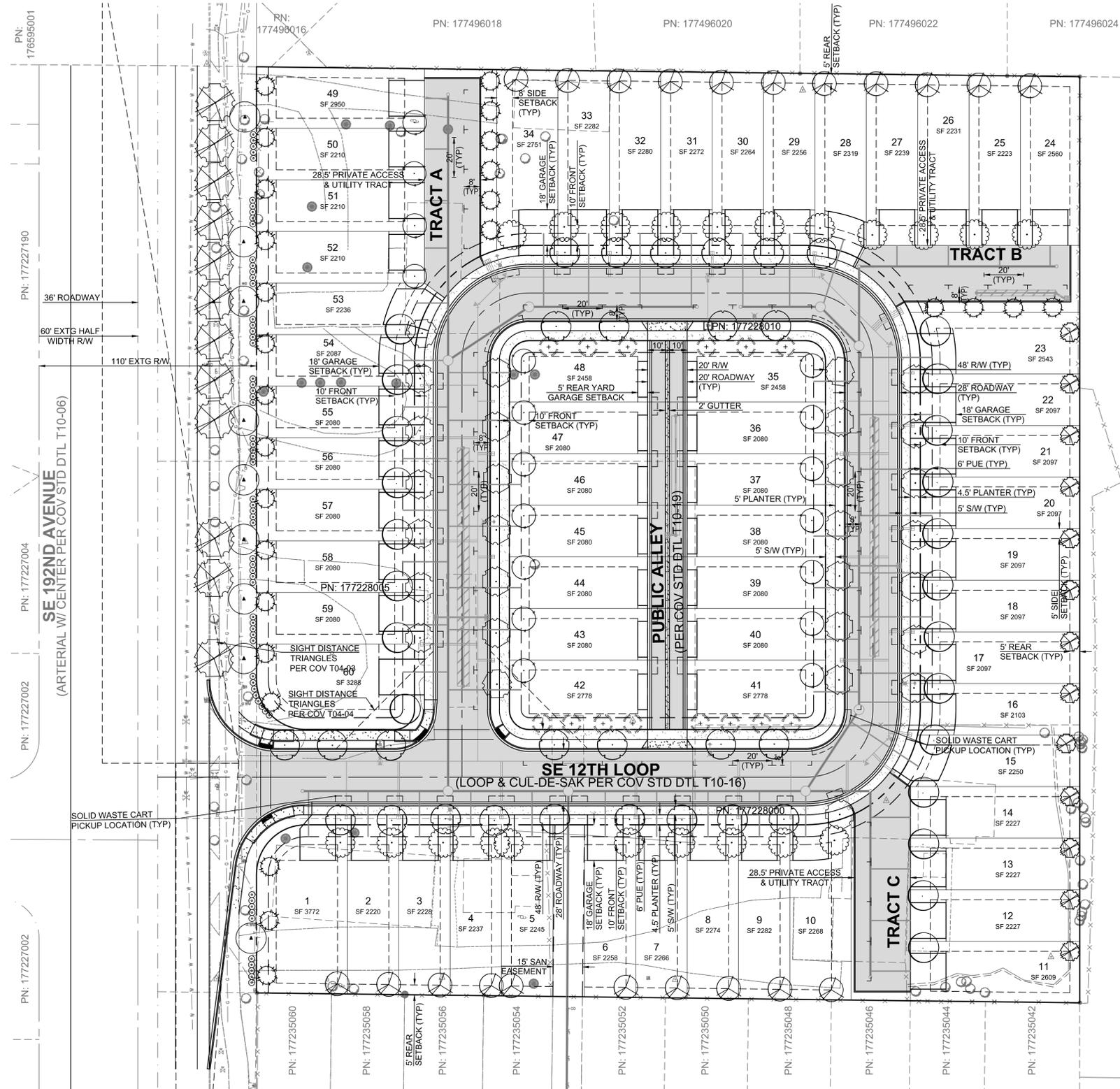
1. Providing development in an urban environment near to public transit.
2. Meeting the tree planting requirements for the site to accelerate tree canopy goals.
3. Building plans will be required to meet current IBC codes offering energy efficient structures.





# South Cascade Terrace Subdivision

Located in the SW ¼ of Section 32, T2N, R3E  
Vancouver, Washington



VICINITY MAP  
NOT TO SCALE

**GENERAL NOTES**

**APPLICANT:**  
Ginn Group  
502 NE 72nd St. Ste A  
Vancouver, WA 98685  
(360) 608-6026  
chad@ginngrp.com

**CONTACT:**  
PLS Engineering  
Travis Johnson, PE  
604 W Evergreen Blvd  
Vancouver, WA 98660  
(360) 944-6519  
pm@plsengineering.com

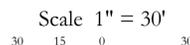
**OWNERS:**  
Teresa Mosbauer  
615 Deer Pond Rd  
Osteen, FL 32764  
  
Michael and Denise Werner  
10009 SE Evergreen Hwy  
Vancouver, WA 98664

**NARROW LOT STANDARDS**

The applicant is proposing a 60 lot subdivision. This project is proposed to be processed concurrently with a zoning map amendment to rezone the site from R-9 to R-17. The development will utilize zero lot line standards with single family detached homes. The entire site area is 4.46 acres in size and is identified as parcel numbers 177228010, 177228005, 177228000. The site addresses are 1019, 1119, 1201, SE 192nd Ave Vancouver, WA 98683. The subdivision was prepared in accordance with the requirements of VMC sections 20.927.030 and 20.927.040. All utilities, driveways, street trees, and other features have been placed such that they avoid conflict with one another.

See the landscape plan sheet L1 for details on the location, species, and size of street trees, including the mature heights and crown widths.

All setback requirements are reflected in the building envelopes shown on the site plan.



Legend	
Proposed Asphalt	
Proposed Concrete	
Proposed ADA	



Preliminary Narrow Lot Plan For:

## South Cascade Terrace Subdivision

A Subdivision Located In The City Of Vancouver, Washington

Engineering - Surveying - Planning

604 W. Evergreen Blvd., Vancouver, WA 98660

PH (360) 944-6519

Fax (360) 944-6539

PLS ENGINEERING

Revisions	1	2	3	4	5	6



Project No. 3734  
SCALE: H: 1" = 30'  
V: N/A  
DESIGNED BY: CHJ  
DRAFTED BY: CHJ  
REVIEWED BY: TGJ

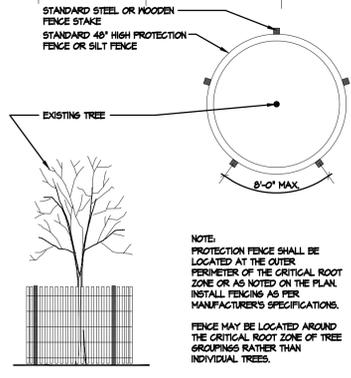
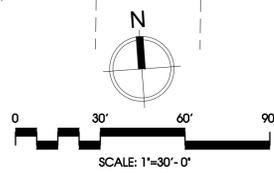
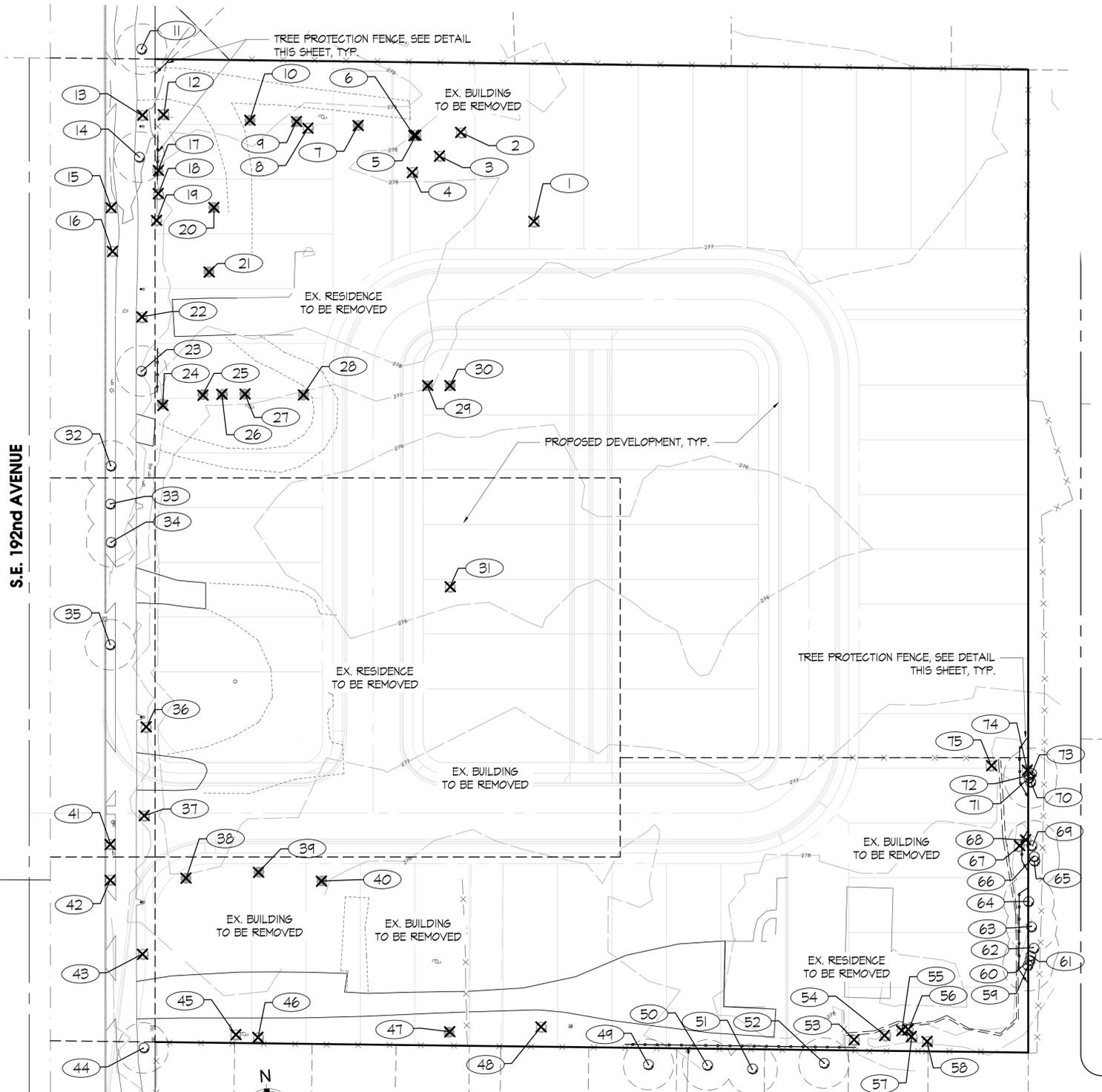
03  
07



**SOUTH CASCADE TERRACE**

1019, 1119, & 1201 SE 192nd Ave.  
 Vancouver, Washington

S.E. 192nd AVENUE



**Tree Protection Fencing Detail**  
 Not To Scale SECTION / PLAN VIEW

EXISTING TREE MATRIX					
#	TYPE	COMMENTS	SIZE	RECOMMENDATIONS	UNITS
1	Cedar	CGD CBE	24"	X	
2	Apple	CGD CBE	8"	X	
3	Apple	CGD CBE	8"	X	
4	Apple	CGD CBE	8"	X	
5	Apple	CGD CBE	8"	X	
6	Apple	CGD CBE	8"	X	
7	Fir	CGD CRC	30"	X	
8	Alder	CGD CBE	6"	X	
9	Fir	CGD CBE	14"	X	
10	Fir	CGD CBE	36"	X	
11	Zakova	offsite	12"	R	0
12	Cherry	CGD CBE	10"	X	
13	Zakova	street tree CGD	10"	X	
14	Zakova	street tree	8"	R	0
15	Maple	street tree TFT	6"	X	
16	Maple	street tree TFT	6"	X	
17	Cherry	CGD CBE	6"	X	
18	Cherry (2)	CGD CBE	10" ea	X	
19	Zakova	street tree CGD	10"	X	
20	Fir	CGD CBE	36"	X	
21	Fir	CGD CBE	36"	X	
22	Zakova	street tree CGD	10"	X	
23	Zakova	street tree	10"	R	0
24	Fir	CGD CBE	6"	X	
25	Fir	CGD CBE	36"	X	
26	Fir	CGD CBE	30"	X	
27	Cedar	CGD CBE	30"	X	
28	Spruce	CGD CBE	24"	X	
29	Fir	CGD CRC	30"	X	
30	Fir	CGD CBE	30"	X	
31	Maple	CGD CBE	30"	X	
32	Maple	street tree	8"	R	0
33	Maple	street tree	8"	R	0
34	Maple	street tree	8"	R	0
35	Maple	street tree	8"	R	0
36	Zakova	street tree CRC	24"	X	
37	Zakova	street tree CGD	12"	X	
38	Fir	CGD CBE	36"	X	
39	Fir	CGD CBE	30"	X	
40	Pine	CGD CBE	24"	X	
41	Maple	street tree TFT	12"	X	
42	Maple	street tree CRC	12"	X	
43	Zakova	street tree CRC	14"	X	
44	Zakova	street tree offsite	14"	R	
45	Cherry	CGD CBE	24"	X	
46	Cherry (2)	CGD CBE	12" ea	X	
47	Fir	CGD CBE	14"	X	
48	Cherry	CGD CBE	30"	X	
49	Cherry	offsite	12"	R	
50	Cherry	offsite	12"	R	
51	Cherry	offsite	12"	R	
52	Ash	offsite	8"	R	
53	Cherry	CGD CBE	6"	X	
54	Cherry	CGD CBE	12"	X	
55	Cherry	CGD CBE	6"	X	
56	Cherry	CGD CBE	18"	X	
57	Cherry	CGD CBE	18"	X	
58	Cherry	CGD CBE	14"	X	
59	Cherry	colleasant	8"	X	
60	Cherry	offsite	8"	R	
61	Cherry	offsite	8"	R	
62	Cherry	offsite	12"	R	
63	Cherry	offsite	8"	R	
64	Cherry	offsite	18"	R	
65	Cherry	offsite	24"	R	
66	Cherry	offsite	6"	R	
67	Cherry	CGD	6"	X	
68	Cherry	CGD	14"	X	
69	Cherry	offsite	24"	R	
70	Cherry	offsite	14"	R	
71	Cherry	offsite	16"	R	
72	Cherry	offsite	6"	R	
73	Cherry	offsite	12"	R	
74	Cherry	CGD	8"	X	
75	Cherry	CGD CBE	12"	X	

TREE MATRIX LEGEND	
R	TREE DESIGNATED FOR RETENTION (RETAIN & PROTECT DURING CONSTRUCTION)
X	TREE DESIGNATED FOR REMOVAL
TREE CONFLICTS WITH CONSTRUCTION	
CRC	CONFLICT WITH ROAD CONSTRUCTION
CGD	CONFLICT WITH SITE GRADING / DRAINAGE
CSW	CONFLICT WITH STORMWATER FACILITY
CBE	CONFLICT WITH BUILDING ENVELOPE
CUT	CONFLICT WITH UTILITY TRENCH
CDB	CONFLICT WITH DRIVE AND PATIO LOCATION
UDS	UNDESIRABLE OR INVASIVE TREE SPECIES
TREE CONDITION / DEFECTS	
Clump	GROUP OF BRANCHES OF VARIOUS SIZES
TFT	TRUNK FAILURE

SITE STATISTICS	
4.46± AC	SITE AREA
57	NUMBER OF JURISDICTIONAL TREES TO BE REMOVED
57	NUMBER OF JURISDICTIONAL TREES ON SITE

SYMBOL LEGEND	
SYMBOL	DESCRIPTION
	EXISTING TREE TO REMAIN
	EXISTING TREE TO BE REMOVED
	CRITICAL ROOT ZONE AREA
	TREE PROTECTION FENCE LOCATION (4' CHAIN LINK, ORANGE PVC FENCE OR SILT FENCE) (ALSO DENOTES AREA WHERE NO IMPACTS TO CRITICAL ROOT ZONE SHALL OCCUR). SEE DETAIL THIS SHEET.

**TREE PROTECTION TIME LINE & NARRATIVE**

EXISTING ON-SITE AND OFF-SITE TREE LOCATIONS AND SIZES HAVE BEEN OBTAINED VIA SURVEY INFORMATION AND SITE OBSERVATIONS.

57 EXISTING TREES WITHIN THE PROJECT BOUNDARY ARE PROPOSED TO BE REMOVED DUE TO CONFLICTS WITH THE PROPOSED SITE GRADING, ROAD, AND DRIVEWAY IMPROVEMENTS.

TREE PROTECTION FENCING SHALL BE PLACED AS SHOWN TO PROTECT THE EXISTING TREES NOTED FOR RETENTION.

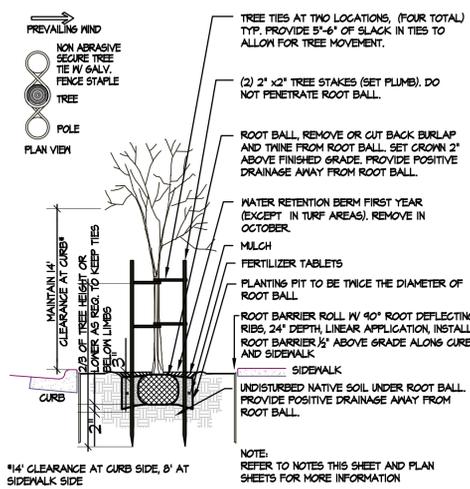
TREE PROTECTION / EROSION CONTROL FENCING SHALL BE ESTABLISHED PRIOR TO EXCAVATION. IT IS RECOMMENDED TO BE INSTALLED AT THE SAME TIME EROSION CONTROL MEASURES ARE INSTALLED. WHERE TREE FENCE AND EROSION CONTROL FENCE ARE LOCATED AT THE SAME LOCATION, EROSION FENCE THEN SERVES AS TREE PROTECTION FENCE. SEE DETAIL THIS SHEET.

- TREE PROTECTION NOTES**
- No person shall conduct any of the following activities within the drip line of the trees designated to remain including, but not limited to: parking equipment, fueling servicing equipment, placing solvents, storing building material and soil deposits, dumping concrete washout and locating burn holes.
  - During construction, no person shall attach any object to the trees designated for protection.
  - The contractor shall follow the grading plan provided by the project civil engineer. Grading activities shall be conducted in a manner to minimize the impacts to the trees marked for preservation.
  - The excavator shall keep a sharp pair of loppers and a sharp 12" pruning saw accessible on-site during grading operations. Any roots larger than 1" shall be pruned to the face of the cut (using a sharp pair of loppers or a sharp 12" pruning saw) and shall not be torn from the ground by mechanical excavation.
  - Special care shall be exercised in working within 20 feet of the trees to be retained. This includes hand excavating the roots at the edge of the excavation and cutting roots with a lopper or pruning saw. Pruning the roots at the edge of excavation will minimize breakage of healthy roots beyond the edge of the proposed excavation.
  - Except for the proposed improvements shown within the drip lines of the trees noted to be retained the grade shall not be elevated or reduced from existing grade.
  - If the grade adjacent to a preserved tree is raised such that it could slough or erode into the tree's drip line, it shall be permanently stabilized.
  - The trees noted to be retained shall be protected from erosion and sedimentation. Clearing operations shall be conducted so as to expose the smallest practical area of soil to erosion for the least possible time. Refer to the project's erosion control plan for more information.
  - The project shall not install an impervious surface other than those specifically shown on the plans within the drip line of the trees to be retained.
  - Utility trenches shall be located outside of the drip line of the trees to be retained.
  - Ongoing Tree Maintenance shall be the responsibility of the land owner. Trees shall be maintained in accordance with ANSI American National Standards Institute's as well as other applicable Federal, State and Local standards pertaining to Tree Care operations.
    - ANSI Z133 Arboricultural Operations: Safety Requirements
    - ANSI A300 Part 1 Pruning

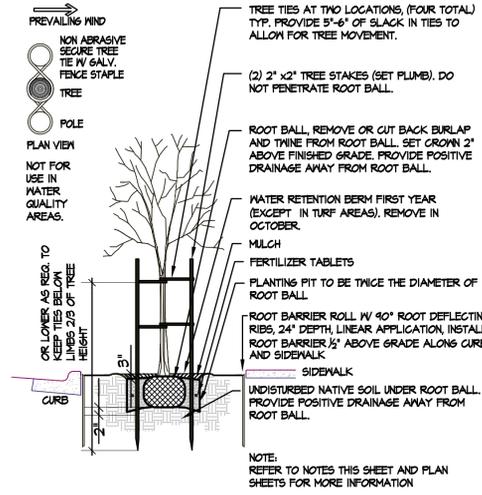
- SOIL PROTECTION NOTES**
- Refer to the grading plan prepared by the civil engineer for additional information.
  - No grading operations shall take place within the critical root zones of the off-site trees.
  - Stockpile existing topsoil during grading operations and replace prior to planting. Stockpiled shall be placed in a controlled area not adjacent to public resources or critical areas.
  - The duff layer and native topsoil shall be retained in an undisturbed state to the maximum extent possible.
  - All areas subject to clearing and grading that have not been covered by impervious surfaces, incorporated into a drainage facility or engineered as structural fill or slope shall receive the previously stockpiled topsoil.
  - The stockpiled topsoil shall be placed in the areas defined above to achieve an 8" layer of topsoil. Subsoils below the topsoil layer shall be scarified at least to a 4" depth with some incorporation of the stockpiled topsoil to avoid stratified layers.
  - Prior to placement of the stockpiled topsoil the contractor shall confirm the topsoil has a minimum organic matter content of ten percent dry weight in planting beds and 5 percent dry weight in turf areas. In addition the topsoil shall have a pH from 6.0 to 8.0 or matches the pH of the original undisturbed soil. Test results shall be submitted to the project manager.
  - The quality of compost and other materials used to meet the organic content requirements must have an organic matter content of 35% to 65%, and a carbon to nitrogen ratio below 25:1.
    - The organic content for "pre-approved" amendment rates can be met only by using using compost that meets the definition of "composted materials" in NAC 17B-350-220.
    - Calculated amendment rates may be met through the use of composted materials as defined above, or other organic materials amended to meet the carbon to nitrogen ratio requirements, and meeting the contaminant standards of Grade A Compost.

DRAWN: CB CHECKED: CB  
 SCALE: 1" = 30'-0" DATE: 12.14.23  
 JOB #: 23-1054  
 ISSUED FOR: FLR  
 REVISIONS:  
 SHEET NAME:  
**EXISTING TREE & SOIL PROTECTION PLAN (LEVEL V)**  
 SHEET #:  
**T1**  
 SHEET 1 OF 3

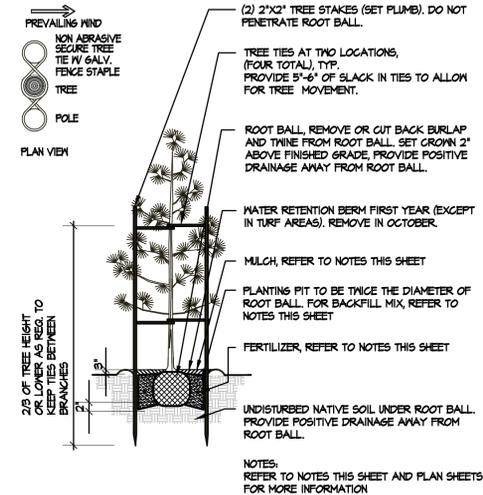




**A B & B Tree Planting - Street Tree Detail**  
Not To Scale SECTION / PLAN VIEW

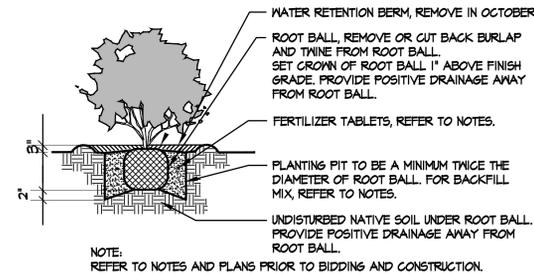


**B B & B Tree Planting Detail**  
Not To Scale SECTION / PLAN VIEW

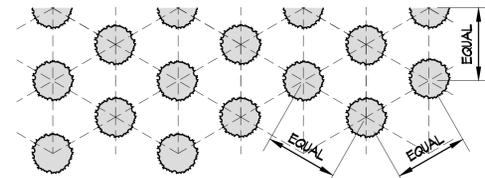


**C B & B Tree Planting Detail: Evergreen under 8' Height**  
Not To Scale SECTION / PLAN VIEW

TREES AND SHRUBS IN SIGHT DISTANCE TRIANGLES:  
ALL SHRUBS WITHIN SIGHT DISTANCE TRIANGLES SHALL BE MAINTAINED SO THAT FOLIAGE HEIGHT ABOVE PAVEMENT SHALL NOT EXCEED 2.5 FEET.  
STREET TREES WITHIN SIGHT DISTANCE TRIANGLES SHALL BE LIMBED UP TO A HEIGHT OF 10 FEET CONSISTENT WITH ANSI A300 STANDARDS TO PROVIDE FOR SIGHT DISTANCE VISIBILITY.



**D B & B Shrub Planting Detail**  
Not To Scale SECTION



**E Ground Cover Planting Detail**  
Not To Scale PLAN VIEW

PLANTING NOTES

- ALL BOUNDARIES, EASEMENTS, UTILITIES AND LEGAL ENCUMBRANCES TO BE CONFIRMED WITH OWNER PRIOR TO BEGINNING WORK. PROPERTY LINES AND SURVEY INFORMATION PROVIDED BY PLS ENGINEERING.
- IN NO WAY IS THIS PLAN TO BE INTERPRETED TO EXCEED THE LEGAL BOUNDARIES OF THE OWNER'S REAL PROPERTY.
- THE LANDSCAPE DESIGNER ASSUMES NO RESPONSIBILITY FOR THE LOCATION OF BOUNDARIES, UTILITIES AND WETLANDS.
- THIS PLAN SHALL BE INSTALLED TO MEET ALL APPLICABLE CITY, COUNTY, STATE AND FEDERAL CODES.
- THIS PLAN SHALL BE CONSIDERED PRELIMINARY UNTIL APPROVED BY ALL GOVERNING AGENCIES. IMPLEMENTATION OF THIS PLAN SHALL NOT PROCEED UNTIL ISSUANCE OF ALL RELATED PERMITS.
- PLANT QUANTITIES ARE FOR INFORMATION ONLY. IN CASE OF ANY DISCREPANCY, THE PLAN SHALL GOVERN.
- ALL WORK IS TO BE PERFORMED BY LICENSED CONTRACTORS AND EXPERIENCED WORKERS.
- THE CONTRACTOR IS TO VERIFY THE LOCATION OF EXISTING UNDERGROUND UTILITIES AND STRUCTURES PRIOR TO PERFORMING ANY EXCAVATION. CONTRACTOR SHALL REPAIR ANY DAMAGE TO UTILITIES CAUSED BY THE CONTRACTOR'S WORK, AT NO ADDITIONAL COST TO THE OWNER. CONTACT ALL UTILITY PROVIDERS SERVING THE SITE AREA 48 HOURS PRIOR TO ANY EXCAVATION.
- ALL PLANT MATERIALS SHALL MATCH SPECIFICATIONS PER SPECIES AND SHALL COMPLY WITH ANSI Z60.1 'STANDARD FOR NURSERY STOCK'.
- THE CONTRACTOR SHALL ADHERE TO THE WASHINGTON ASSOCIATION OF NURSERYMEN'S GUIDELINES FOR PLANTING PRACTICES.
- THE CONTRACTOR SHALL REPAIR ANY DAMAGE TO EXISTING ELEMENTS ON AND OFF SITE, RESULTING FROM THE CONTRACTOR'S WORK.
- THE CONTRACTOR IS RESPONSIBLE FOR THE VIABILITY OF ALL PLANT MATERIAL FOR 2 YEARS AFTER COMPLETION OF PLANTING. DISEASED, DYING OR DEAD PLANT MATERIAL SHALL BE REPLACED BY THE CONTRACTOR DURING THE TWO YEAR PERIOD AND MAINTAINED FOR AN ADDITIONAL 2 YEAR PERIOD.
- IMMEDIATELY UPON BID AWARD, CONTRACTOR SHALL SECURE THE PLANT MATERIALS AS SPECIFIED FROM AVAILABLE SOURCES. IN THE EVENT THAT PLANT MATERIALS ARE NOT AVAILABLE, CONTACT LANDSCAPE ARCHITECT FOR APPROVED SUBSTITUTIONS. NO SUBSTITUTION FOR PLANT MATERIAL WILL BE ALLOWED WITHOUT PRIOR WRITTEN APPROVAL OF THE LANDSCAPE ARCHITECT.
- TOP DRESS ALL SHRUB AND GROUND COVER AREAS (NOT LAWN) WITH 3" OF FIR BARK MULCH. SUBMIT SAMPLE TO THE LANDSCAPE ARCHITECT FOR APPROVAL PRIOR TO CONSTRUCTION.
- TREE LOCATIONS MAY BE ADJUSTED IN THE FIELD TO SUIT SITE REQUIREMENTS AS DIRECTED BY THE LANDSCAPE ARCHITECT.
- THE CONTRACTOR SHALL ENSURE THAT ALL EXCAVATED PLANTING PITS HAVE POSITIVE DRAINAGE. PLANT PITS FULLY FLOODED WITH WATER SHALL DRAIN WITHIN (2) HOURS OF FILLING.
- FINISH GRADE SHALL BE SET TO ALLOW POSITIVE DRAINAGE.
- ROTTOTILL 2" OF COMPOST INTO ALL PLANTED AREAS.
- INCORPORATE PEAT INTO THE ROOT ZONE OF RHODODENDRONS, AZALEAS AND OTHER ACID LOVING PLANTS.
- INCORPORATE 10-20-20 FERTILIZER INTO THE ROOT ZONE OF ALL NEW PLANTINGS.
- RONSTAR, OR APPROVED EQUAL, PREEMERGENT HERBICIDE TO BE APPLIED TO ALL PLANTED AREAS PER MANUFACTURERS INSTRUCTIONS.
- EXISTING VEGETATION TO BE SPRAYED WITH ROUNDUP, OR APPROVED EQUAL, PER MANUFACTURERS INSTRUCTIONS. SUFFICIENT TIME SHALL BE GIVEN TO ALLOW EXISTING MATERIAL TO DIE. REMOVE EXISTING 2".
- THE PROPERTY OWNER IS RESPONSIBLE FOR MAINTAINING TURF PLANTED WITHIN THE RIGHT OF WAY.
- GROWN LAWN AREAS AND GRADE TO PROVIDE POSITIVE DRAINAGE.
- ROLL LAWN AREA TO INSURE PROPER COMPACTION TO MINIMIZE SETTLING.
- AMEND SOIL IN LAWN AREAS WITH 80 LBS. OF DOLOMITE LIME AND 40 LBS. OF 10-20-20 SLOW RELEASE FERTILIZER OR EQUIVALENT. PROVIDE A 3" LAYER OF SANDY LOAM TOPSOIL FOR LAWN AND BED AREA.
- SEED LAWN AREAS WITH GRASS SEED MANUFACTURER'S RECOMMENDATIONS. COVER SEED WITH FINE MULCH APPLIED WITH ROLLER OR HYDROSEED.
- THE PROPERTY OWNER IS RESPONSIBLE FOR MAINTAINING TURF PLANTED WITHIN THE RIGHT OF WAY.
- PLANT MATERIAL SHALL BE PLANTED 1/4" ROOT CROWN 1" ABOVE FINISHED GRADE TO ALLOW POSITIVE DRAINAGE AWAY FROM CROWN.
- STAKE ALL TREES OVER 6 FT. IN HEIGHT PER DETAILS ON THIS SHEET.
- REFER TO DETAILS FOR ADDITIONAL INFORMATION.
- ALL PLANTING SHALL BE HAND WATERED OR IRRIGATED BY AN AUTOMATIC UNDERGROUND SPRINKLER SYSTEM.
- ALL PLANT MATERIALS FURNISHED ARE TO BE HEALTHY, UNIFORMLY BRANCHED AND WITH WELL DEVELOPED FIBROUS ROOT SYSTEMS.
- ALL PLANT MATERIALS FURNISHED ARE TO BE FREE FROM DEAD OR BROKEN BRANCHES, LICHENS, SCARS, BROKEN BARK OR WOUNDS. ALL PLANT MATERIALS WILL BE INSECT, MITE, AND DISEASE FREE ACCORDING TO THE REQUIREMENTS OF THE WASHINGTON STATE DEPARTMENT OF AGRICULTURE FOR NURSERY PLANT MATERIALS SOLD FOR WHOLESALE OR RETAIL. ALL PRUNING WOUNDS MUST BE WELL HEALED WITH NO EVIDENCE OF DECAY.
- FIELD CONFIRM ALL SITE CONDITIONS, AREAS AND SIZES PRIOR TO BIDDING & CONSTRUCTION. DO NOT SCALE FROM PLANS.

SOUTH CASCADE TERRACE

1019, 1119, & 1201 SE 192nd Ave.  
Vancouver, Washington

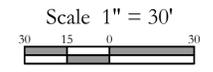
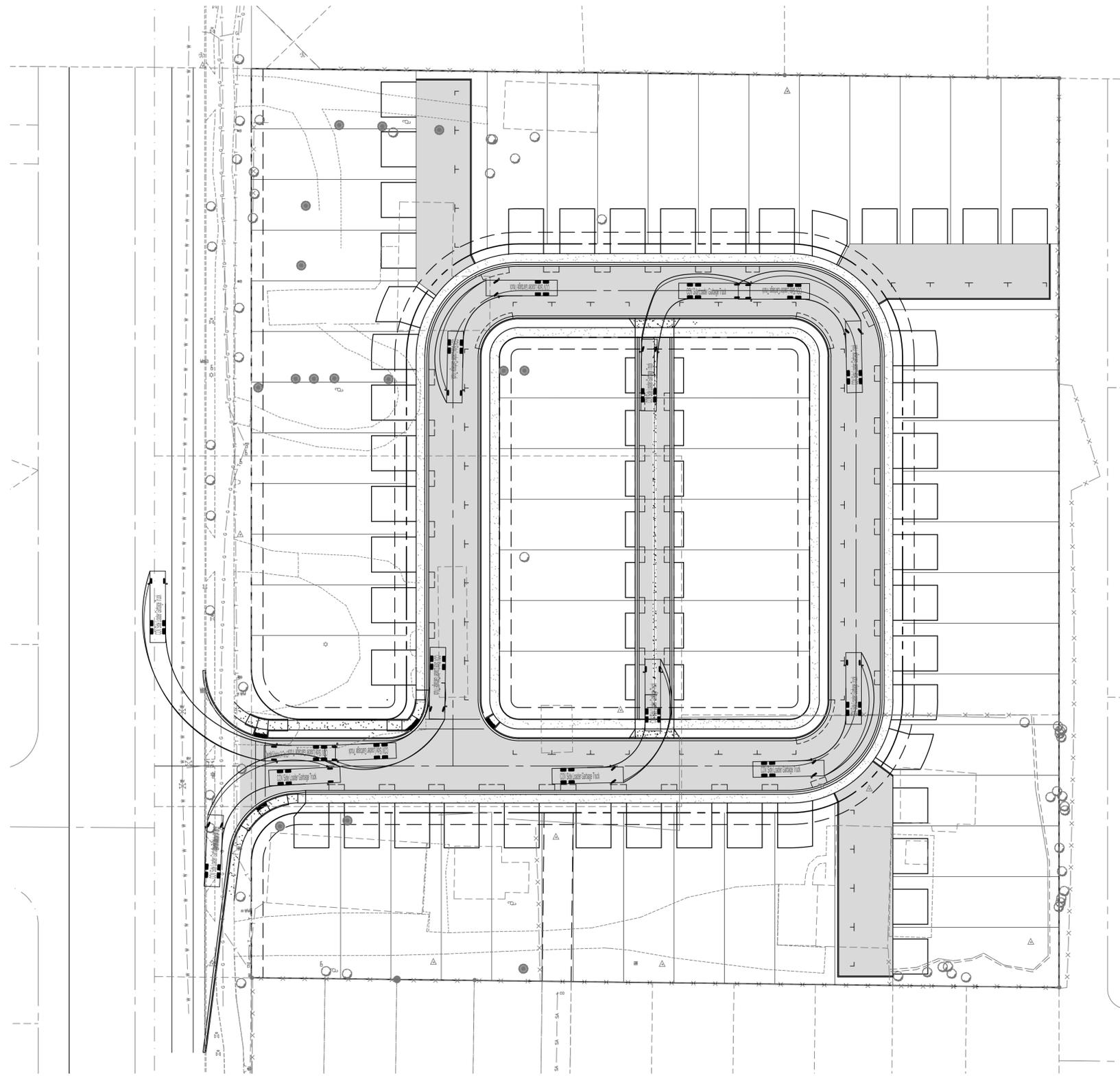
DRAWN:	STAFF	CHECKED:	CB
SCALE:	NTS	DATE:	12.14.23
JOB #:	23-1054		
ISSUED FOR:	PLR		
REVISIONS:	<ul style="list-style-type: none"> <li>△</li> <li>△</li> <li>△</li> <li>△</li> <li>△</li> </ul>		

SHEET NAME:  
**PLANTING DETAILS**

SHEET #:

L2

SHEET 3 OF 3



Legend	
Proposed Asphalt	
Proposed Concrete	
Proposed ADA	



Know what's below.  
Call before you dig.

Revisions

1	2	3	4	5	6

Project No.	3734
SCALE:	H: 1" = 30' V: N/A
DESIGNED BY:	CJH
DRAFTED BY:	CJH
REVIEWED BY:	TGJ

1	1
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Turning Movements For:

# South Cascade Terrace Subdivision

A Subdivision Located in The City of Vancouver, Washington

Engineering - Surveying - Planning | 604 W. Evergreen Blvd., Vancouver, WA 98660 | PH (360) 944-6519 | Fax (360) 944-6539

PLS

ENGINEERING

# EXHIBIT D



### SUBMIT TO:

City of Vancouver  
Community & Economic Development  
415 W. 6<sup>th</sup> ST  
Vancouver, WA 98660  
www.cityofvancouver.us

## SEPA ENVIRONMENTAL CHECKLIST

## WAC 197-11-960

Property Owner: <u>Teresa Mosbauer / Michael and Denise Werner</u> <small>(Print or Type Name)</small>	Telephone: _____
Mailing Address: <u>615 Deer Pond Rd. Osteen, FL 32764/ 10009 SE Evergreen Hwy, Vancouver, WA 98664</u> <small>(No., City, State, ZIP)</small>	
Applicant: <u>Ginn Group, LLC – contact Chad Stewart</u> <small>(Print or Type Name)</small>	Telephone: <u>360-608-6026</u>
Mailing Address: <u>502 NE 72<sup>nd</sup> St. Vancouver, WA 98665</u> <small>(No., City, State, ZIP)</small>	
Relationship to Owner: <u>buyer</u>	
Tax Assessor Serial Number(s): <u>177228010, 177228005, 177228000</u>	
Legal description: Lot(s) <u>Lots 1, 2 and 3</u> Block(s) _____ Plat name <u>Trenckmann Short Plat (2-023)</u> <small>(If a Metes and Bounds description, check here <input type="checkbox"/>, and attach narrative to this application.)</small>	
Site Address (if any): <u>1019, 1119, 1201 SE 192nd Ave., Vancouver, WA</u>	

② Include 8½" x 11" copies of Quarter Section Map, Topographic Map,  Scaled Site Plan. Delineate site on maps.  
Notice to Applicants: You must use the current revision of this form or your application will not be accepted. If you use our disk version of this form (MS Word 6.0) you may not alter the format. Make sure you have the current version before submittal.

### **Purpose of checklist:**

Governmental agencies use this checklist to help determine whether the environmental impacts of your proposal are significant. This information is also helpful to determine if available avoidance, minimization or compensatory mitigation measures will address the probable significant impacts or if an environmental impact statement will be prepared to further analyze the proposal.

### **Instructions for applicants:** [\[help\]](#)

This environmental checklist asks you to describe some basic information about your proposal. Please answer each question accurately and carefully, to the best of your knowledge. You may need to consult with an agency specialist or private consultant for some questions. You may use "not applicable" or "does not apply" only when you can explain why it does not apply and not when the answer is unknown. You may also attach or incorporate by reference additional studies reports. Complete and accurate answers to these questions often avoid delays with the SEPA process as well as later in the decision-making process.

The checklist questions apply to all parts of your proposal, even if you plan to do them over a period of time or on different parcels of land. Attach any additional information that will help describe your proposal or its environmental effects. The agency to which you submit this checklist may ask you to explain your answers or provide additional information reasonably related to determining if there may be significant adverse impact.

### **Instructions for Lead Agencies:**

Additional information may be necessary to evaluate the existing environment, all interrelated aspects of the proposal and an analysis of adverse impacts. The checklist is considered the first but not necessarily the only source of information needed to make an adequate threshold determination. Once a threshold determination is made, the lead agency is responsible for the completeness and accuracy of the checklist and other supporting documents.

### **Use of checklist for nonproject proposals:** [\[help\]](#)

For nonproject proposals (such as ordinances, regulations, plans and programs), complete the applicable parts of sections A and B plus the [SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS \(part D\)](#). Please completely answer all questions that apply and note that the words "project," "applicant," and "property or site" should be read as "proposal," "proponent," and "affected geographic area," respectively. The lead agency may exclude (for non-projects) questions in Part B - Environmental Elements –that do not contribute meaningfully to the analysis of the proposal.

**A. BACKGROUND** [\[help\]](#)

1. Name of proposed project, if applicable: [\[help\]](#)

South Cascade Terrace Subdivision

2. Name of applicant: [\[help\]](#)

Ginn Group, LLC

3. Address and phone number of applicant and contact person: [\[help\]](#)

Chad Stewart – (360) 608-6026  
502 NE 72<sup>nd</sup> Street  
Vancouver, WA 98665

4. Date checklist prepared: [\[help\]](#)

December 3, 2023

5. Agency requesting checklist: [\[help\]](#)

City of Vancouver

6. Proposed timing or schedule (including phasing, if applicable): [\[help\]](#)

Development is expected to start at the time of the final construction drawing approval. No phasing is proposed.

7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain. [\[help\]](#)

Not at this time.

8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal. [\[help\]](#)

SEPA Checklist, Geotechnical Report, Archaeological Predetermination

9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain. [\[help\]](#)

There are no other applications that are pending for governmental approvals directly affecting the property.

10. List any government approvals or permits that will be needed for your proposal, if known. [\[help\]](#)

- Preliminary Type IV Rezone & Subdivision Review

- Public notification and staff report publications
- Land Use Hearing Examiner Decision
- City Council Approval
- Final engineering plan review and approval
- Final Plat Approval
- SEPA
- NPDES

11. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. (Lead agencies may modify this form to include additional specific information on project description.) [\[help\]](#)

The project site is zoned R-9 (Residential) with a comprehensive plan designation of UL (Urban Low). The applicant proposes a rezone to R-17, also an Urban Low designation. The site covers 4.46 acres. 60 single-family lots are proposed utilizing zero lot line development standards.

12. Location of the proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit applications related to this checklist. [\[help\]](#)

The site address 1019, 1119, 1201 SE 192nd Ave., Vancouver, WA and is located in the Southwest ¼ of Section 32 Township 2 North, Range 3 East of the Willamette Meridian. The site is identified as tax serial numbers 177228010, 177228005 and 177228000.

## B. ENVIRONMENTAL ELEMENTS [\[help\]](#)

### 1. Earth

- a. General description of the site [\[help\]](#)  
(circle one): Flat, rolling, hilly, steep slopes, mountainous, other \_\_\_\_\_
- b. What is the steepest slope on the site (approximate percent slope)? [\[help\]](#)

Approximately 0-5%.

- c. What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any agricultural land of long-term commercial significance and whether the proposal results in removing any of these soils. [\[help\]](#)

Per Clark County GIS data the site contains the following soils:

LgB – Lauren Gravelly loam, 0-8% slopes

It is unknown whether the soil has any agricultural significance.

- d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe. [\[help\]](#)

No, there are no surface indications or history of unstable soils.

- e. Describe the purpose, type, total area, and approximate quantities and total affected area of any filling, excavation, and grading proposed. Indicate source of fill. [\[help\]](#)

There will be grading for the construction of roads, driveways, the installation of utilities, and the preparation of the site for single family residential housing. Surplus material may be required to be hauled from the site to an approved dump site or offsite fill may be required. Approximately 2,953 cubic yards of cut and 3,258 cubic yards of fill are expected, however these numbers are an estimate and may change during final engineering design and review.

- f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe. [\[help\]](#)

Standard erosion control measures will be followed during grading construction on the site. A final erosion control plan will be reviewed and approved by City of Vancouver prior to construction on the site. A copy of that final erosion control plan will be filed with the final construction plans with City of Vancouver Public Works.

- g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)? [\[help\]](#)

The site will be approximately 65% impervious surfaces post-development.

- h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any: [\[help\]](#)

Proposed measures to reduce and control erosion include providing an erosion control plan for review and approval prior to starting construction on the site and following the conditions of the approved drainage and erosion control plan during all phases of construction.

## 2. Air

- a. What types of emissions to the air would result from the proposal during construction, operation, and maintenance when the project is completed? If any, generally describe and give approximate quantities if known. [\[help\]](#)

Construction equipment emissions and dust on the short term. Long-term emissions will be produced by automobile traffic and normal residential activities, possibly including wood burning stoves and fireplaces.

- b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe. [\[help\]](#)

There are no known off-site sources of emissions or odor that would affect the proposal.

- c. Proposed measures to reduce or control emissions or other impacts to air, if any: [\[help\]](#)

Dust from construction can be mitigated by sprinkling the site with water during construction as needed.

### 3. Water

- a. Surface Water: [\[help\]](#)

- 1) Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into. [\[help\]](#)

There are no surface water bodies on the site or in the immediate vicinity.

- 2) Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans. [\[help\]](#)

No, there are no water bodies within 200' of the site.

- 3) Estimate the amount of fill and dredge material that would be placed in or removed from surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material. [\[help\]](#)

Not applicable.

- 4) Will the proposal require surface water withdrawals or diversions? Give general description, purpose, and approximate quantities if known. [\[help\]](#)

There will be no surface water withdrawals or diversions.

- 5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan. [\[help\]](#)

No, the site does not lie within a 100-year floodplain.

- 6) Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge. [\[help\]](#)

No, there are no proposals to discharge of waste material to surface waters.

b. Ground Water:

- 1) Will groundwater be withdrawn from a well for drinking water or other purposes? If so, give a general description of the well, proposed uses and approximate quantities withdrawn from the well. Will water be discharged to groundwater? Give general description, purpose, and approximate quantities if known. [\[help\]](#)

No ground water will be withdrawn from the site. Stormwater runoff from the site will be collected, treated, and routed to infiltration trenches on site.

- 2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: Domestic sewage; industrial, containing the following chemicals. . . ; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve. [\[help\]](#)

No waste material is proposed to be discharged into the ground.

c. Water runoff (including stormwater):

- 1) Describe the source of runoff (including storm water) and method of collection and disposal, if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe. [\[help\]](#)

The main source of runoff is from stormwater. There will be runoff from impervious roof area, driveways, roadways, and landscaped areas. Stormwater runoff from the site will be collected, treated, and routed to onsite infiltration trenches.

- 2) Could waste materials enter ground or surface waters? If so, generally describe. [\[help\]](#)

Yes, if waste materials were somehow released or dumped into surface runoff flows, substances associated with the source material could enter ground or other surface waters.

- 3) Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe.

No.

- 4) Proposed measures to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any:

All stormwater runoff is proposed to be routed to onsite infiltration trenches.

#### 4. Plants [\[help\]](#)

- a. Check the types of vegetation found on the site: [\[help\]](#)  
\_\_\_deciduous tree: alder, maple, aspen, other :  
 X  evergreen tree:  fir  cedar, pine, other  
 X  shrubs  
 X  grass  
\_\_\_pasture  
\_\_\_crop or grain  
\_\_\_Orchards, vineyards or other permanent crops.  
\_\_\_wet soil plants: cattail, buttercup, bullrush, skunk cabbage, other  
\_\_\_water plants: water lily, eelgrass, milfoil, other  
\_\_\_other types of vegetation:
- b. What kind and amount of vegetation will be removed or altered? [\[help\]](#)

The majority of the site vegetation will be stripped for site preparation.

- c. List threatened and endangered species known to be on or near the site. [\[help\]](#)

There are no threatened or endangered species known to be on or near the site.

- d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any: [\[help\]](#)

The single-family homes will be landscaped with grass lawns or other appealing landscaping.

- e. List all noxious weeds and invasive species known to be on or near the site.

There are no noxious weeds or invasive species known to be on or near the site.

#### 5. Animals

- a. List any birds and other animals which have been observed on or near the site or are known to be on or near the site. Examples include: [\[help\]](#)  
birds: hawk, heron, eagle,  songbirds , other:

Local birds are observed on the site and in the area.

mammals: deer, bear, elk, beaver, other:

Small mammals, such as mice, voles, and rabbits are located on and near the site. This site is also in an area where larger mammals, such as raccoons, opossum, and mammals indigenous to the Clark County area are sometimes located.

fish: bass, salmon, trout, herring, shellfish, other:

- b. List any threatened and endangered species known to be on or near the site. [\[help\]](#)

There are no known threatened or endangered species on or near the site.

- c. Is the site part of a migration route? If so, explain. [\[help\]](#)

This site is part of the Pacific Flyway for migratory waterfowl.

- d. Proposed measures to preserve or enhance wildlife, if any: [\[help\]](#)

The future homes will be landscaped with grass lawns or other appealing landscape.

- e. List any invasive animal species known to be on or near the site.

There are no invasive animal species known to be on or near the site.

## 6. Energy and natural resources

- a. What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc. [\[help\]](#)

The new homes on the site will be served primarily by electricity and natural gas. Wood stoves might be used for heating. Other forms of energy will depend on homeowners.

- b. Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe. [\[help\]](#)

No, the developed site will not affect the potential use of solar energy by adjacent properties.

- c. What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any: [\[help\]](#)

The new homes will comply with the state building codes which includes conservation measures.

## 7. Environmental health

- a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste that could occur as a result of this proposal? If so, describe. [\[help\]](#)

There are no known environmental health hazards that could occur as a result of this proposal.

- 1) Describe any known or possible contamination at the site from present or past uses.

There are no known possible contaminants at the site from present or past uses. Utilizing the Department of Ecology's (DOE), "What's in My Neighborhood" online mapping tool, there are no clean-up sites within 0.25 miles of the site.

- 2) Describe existing hazardous chemicals/conditions that might affect project development and design. This includes underground hazardous liquid and gas transmission pipelines located within the project area and in the vicinity.

There are no known existing hazardous chemicals or conditions that might affect project development and design.

- 3) Describe any toxic or hazardous chemicals that might be stored, used, or produced during the project's development or construction, or at any time during the operating life of the project.

There are no known toxic or hazardous chemicals that will be stored, used, or produced during project development or construction.

- 4) Describe special emergency services that might be required.

No special emergency services will be required for this project, outside of those normally expected for a typical residential development.

- 5) Proposed measures to reduce or control environmental health hazards, if any:

There are no proposed impacts therefore there are no proposed measures to reduce or control environmental health hazards.

- b. Noise

- 1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)? [\[help\]](#)

Light traffic noise from surrounding areas/roads along with typical residential noises. None of these will affect the proposal.

- 2) What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site. [\[help\]](#)

Short term noises would include construction noises which would occur during approved hours as mandated by The City of Vancouver and Washington State. Long term noises could include slight increase in traffic noise and normal household noises.

- 3) Proposed measures to reduce or control noise impacts, if any: [\[help\]](#)

Construction activities will only be performed during City of Vancouver approved construction hours.

## 8. Land and shoreline use

- a. What is the current use of the site and adjacent properties? Will the proposal affect current land uses on nearby or adjacent properties? If so, describe. [\[help\]](#)

The site is currently occupied by 3 single-family homes. Surrounding uses are residential. Northwest of the site are commercial/retail uses. This development will not affect those current land uses.

- b. Has the project site been used as working farmlands or working forest lands? If so, describe. How much agricultural or forest land of long-term commercial significance will be converted to other uses as a result of the proposal, if any? If resource lands have not been designated, how many acres in farmland or forest land tax status will be converted to nonfarm or nonforest use? [\[help\]](#)

The archaeological predetermination references aerial maps that show the site was used for agricultural purposes from the 1950's until the early 1970's. It is unknown if this had any commercial significance. There has been no recent use of the site as working farmlands or forest lands.

- 1) Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversize equipment access, the application of pesticides, tilling, and harvesting? If so, how:

This proposal will not affect or be affected by any surrounding working farm or forest land normal business operations.

- c. Describe any structures on the site. [\[help\]](#)

There are 3 existing homes on site and several outbuildings.

- d. Will any structures be demolished? If so, what? [\[help\]](#)

All structures will be demolished.

- e. What is the current zoning classification of the site? [\[help\]](#)

The site is currently zoned R-9, Low Density Residential.

- f. What is the current comprehensive plan designation of the site? [\[help\]](#)

UL-Urban Low Density Residential

- g. If applicable, what is the current shoreline master program designation of the site? [\[help\]](#)

There is no shoreline designation for the site.

- h. Has any part of the site been classified as a critical area by the city or county? If so, specify. [\[help\]](#)

There are no mapped critical areas on site.

- i. Approximately how many people would reside or work in the completed project? [\[help\]](#)

It is currently planned that this development will contain 60 residential lots. At 2.8 people per household there would be approximately 168 people residing within this development at completion.

- j. Approximately how many people would the completed project displace? [\[help\]](#)

Up to 8 people may be displaced by this project when the existing homes are removed.

- k. Proposed measures to avoid or reduce displacement impacts, if any: [\[help\]](#)

The buildout of this project will provide new housing options to reduce displacement impacts.

- l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any: [\[help\]](#)

By complying with the zoning designation, the comprehensive plan, and the City of Vancouver Municipal Code, the proposal will be compatible with the existing and projected land uses.

- m. Proposed measures to ensure the proposal is compatible with nearby agricultural and forest lands of long-term commercial significance, if any:

Not applicable, there are no nearby agricultural or forest lands.

## 9. Housing

- a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing. [\[help\]](#)

60 residential lots/homes are proposed. It is unknown at this time whether future housing will be high, middle or low-income housing.

- b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing. [\[help\]](#)

3 units will be eliminated.

- c. Proposed measures to reduce or control housing impacts, if any: [\[help\]](#)

60 new housing units will be constructed on the site. Impact fees will be paid at the time of building permit for each new home.

## 10. Aesthetics

- a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed? [\[help\]](#)

All new home construction will meet City code for residential housing development and not exceed height limits of 35' (per VMC 20.410.050-1). Exterior building materials are unknown at this time.

- b. What views in the immediate vicinity would be altered or obstructed? [\[help\]](#)

Views will be altered as the existing site will change from 3 residences to 60 residences. No views will be obstructed.

- c. Proposed measures to reduce or control aesthetic impacts, if any: [\[help\]](#)

The single-family homes will be landscaped with grass lawns and other appealing landscaping.

## 11. Light and glare

- a. What type of light or glare will the proposal produce? What time of day would it mainly occur? [\[help\]](#)

When homes are constructed on the proposed lots, there will most likely be light produced from street lights, houses, yards, and porch lights during evenings and early mornings.

- b. Could light or glare from the finished project be a safety hazard or interfere with views? [\[help\]](#)

No, light or glare from the finished project will not be a safety hazard or interfere with views.

- c. What existing off-site sources of light or glare may affect your proposal? [\[help\]](#)

Light and glare from surrounding homes and street lights will not affect the proposed development.

- d. Proposed measures to reduce or control light and glare impacts, if any: [\[help\]](#)

Any lights used on the site will be oriented inward and will be shielded to reduce the light that may affect adjacent properties. Proposed lighting will comply with City of Vancouver code.

## 12. Recreation

- a. What designated and informal recreational opportunities are in the immediate vicinity? [\[help\]](#)

Hanna Acres Park is located directly west from the site, across SE 192<sup>nd</sup> Avenue. Fisher Basin Park is located approximately 0.3 miles north of the site.

- b. Would the proposed project displace any existing recreational uses? If so, describe. [\[help\]](#)

This project will not displace any existing recreational uses.

- c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any: [\[help\]](#)

The applicant proposes to pay all park impact fees associated with building permits.

## 13. Historic and cultural preservation

- a. Are there any buildings, structures, or sites, located on or near the site that are over 45 years old listed in or eligible for listing in national, state, or local preservation registers located on or near the site? If so, specifically describe. [\[help\]](#)

The residence on the western extent of parcel 177228000 (1201 SE 192<sup>nd</sup> Avenue) and the residence on parcel 177228010 (1019 SE 192<sup>nd</sup>

Avenue) are more than 50 years old. Archaeological Services of Clark County (ASCC) completed State of WA Historic Property Inventory Forms on these two homes and submitted them to DAHP. The forms are included as Appendix A to the project's archaeological predetermination report.

- b. Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. Are there any material evidence, artifacts, or areas of cultural importance on or near the site? Please list any professional studies conducted at the site to identify such resources. [\[help\]](#)

Archaeological Services of Clark County conducted an archaeological predetermination for this site and found no artifacts. The report concluded that no further work was required. Please see the report prepared by Archaeological Services of Clark County dated November 6, 2023 included with this application.

- c. Describe the methods used to assess the potential impacts to cultural and historic resources on or near the project site. Examples include consultation with tribes and the department of archeology and historic preservation, archaeological surveys, historic maps, GIS data, etc. [\[help\]](#)

Archaeological Services of Clark County did background review, reviewed existing literature on file with DAHP, conducted a field search and filed a copy of their report with DAHP.

- d. Proposed measures to avoid, minimize, or compensate for loss, changes to, and disturbance to resources. Please include plans for the above and any permits that may be required.

None proposed. If during development of the site any potentially significant artifacts are discovered, all work will cease, and proper notification will be given to City of Vancouver and DAHP.

#### 14. Transportation

- a. Identify public streets and highways serving the site or affected geographic area and describe proposed access to the existing street system. Show on site plans, if any. [\[help\]](#)

SE 192<sup>nd</sup> Avenue is an existing road that will provide access to the site from the west. SE 12<sup>th</sup> Loop is a proposed new loop street that will provide access to the lots.

- b. Is the site or affected geographic area currently served by public transit? If so, generally describe. If not, what is the approximate distance to the nearest transit stop? [\[help\]](#)

The nearest bus stop is approximately 315 feet to the north along SE 192<sup>nd</sup> Avenue.

- c. How many additional parking spaces would the completed project or non-project proposal have? How many would the project or proposal eliminate? [\[help\]](#)

2-4 parking spaces per single-family home are proposed within driveways and garages. There are 3 existing single-family homes, therefore up to 12 parking spaces will be eliminated when these homes are removed, however the new homes will provide new parking.

- d. Will the proposal require any new or improvements to existing roads, streets, pedestrian, bicycle or state transportation facilities, not including driveways? If so, generally describe (indicate whether public or private). [\[help\]](#)

SE 192<sup>nd</sup> Avenue is fully constructed to standards. Therefore, frontage improvements to this street are not proposed, and no additional ROW or street width is required. The application will repair sidewalk deficiencies along the project's SE 192<sup>nd</sup> Avenue frontage to ensure ADA compliance and will evaluate the existing street trees as they are the likely cause of sidewalk damage. A new street, SE 12<sup>th</sup> Loop, is also proposed. All are public streets.

- e. Will the project or proposal use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe. [\[help\]](#)

No, the project will not use water, rail or air transportation.

- f. How many vehicular trips per day would be generated by the completed project or proposal? If known, indicate when peak volumes would occur and what percentage of the volume would be trucks (such as commercial and nonpassenger vehicles). What data or transportation models were used to make these estimates? [\[help\]](#)

It is anticipated that 570 new average weekday trips would be generated by the project with 43 morning peak hour trips and 57 evening peak hour trips. Trip generation calculations utilized the Institute of Transportation Engineers (ITE), *Trip Generation Manual*, 11<sup>th</sup> Edition, 2021.

- g. Will the proposal interfere with, affect or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, generally describe.

The proposed development will not interfere with, affect or be affected by the movement of agricultural and forest products on roads or streets in the area.

- h. Proposed measures to reduce or control transportation impacts, if any: [\[help\]](#)

The applicant will pay transportation impact fees. Additionally, the applicant will pay a \$33,500 proportionate share fee for the project's

trip contributions to specific intersections identified by City of Vancouver. The City of Vancouver will use the proportionate share contributions for future transportation improvements in the vicinity of each identified intersection.

#### 15. Public Services

- a. Would the project result in an increased need for public services (for example: fire protection, police protection, public transit, health care, schools, other)? If so, generally describe. [\[help\]](#)

Yes. The completion of this development and the construction of new residential units will increase the need for public services in the area.

- b. Proposed measures to reduce or control direct impacts on public services, if any. [\[help\]](#)

This project will pay impact fees for schools, parks, and traffic at the time of building permit.

#### 16. Utilities

- a. Circle utilities currently available at the site: [\[help\]](#)  
electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system, other \_\_\_\_\_

- b. Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed. [\[help\]](#)

- Electricity: Clark Public Utilities
- Telephone and Internet: Comcast and Lumen
- Natural Gas: NW Natural
- Water: City of Vancouver
- Sanitary Sewer: City of Vancouver
- Garbage: Waste Connections

**C. SIGNATURE** [\[HELP\]](#)

The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

Signature:  \_\_\_\_\_  
DocuSigned by:  
2FA0CAAFFD2C64E8  
Chad Stewart

Name of signee: \_\_\_\_\_

Position and Agency/Organization: Project Manager Ginn Group, LLC

Date Submitted: 12/14/2023



P.O. Box 1995 • Vancouver, WA 98668-1995  
[www.cityofvancouver.us](http://www.cityofvancouver.us)

Feb. 9, 2024

**Notice of Application, Remote Public Hearing, and  
Optional SEPA Determination of Nonsignificance  
South Cascade Terrace Subdivision  
PRJ-169060/LUP-83894**

**Request:** A 60 single-family narrow lot subdivision and zone change from R-9 Lower Density Residential to R-17 Lower Density Residential on a 4.46-acre tract of land. The subject site is located south of the intersection of SE 192nd Avenue and SE Mill Plain Blvd. The applicant was reviewed via the Type IV process.

Application was submitted Dec. 26, 2023, and deemed fully complete Feb. 1, 2024.

**Location:** 1019, 1119 and 1201 SE 192nd Avenue

**Contact:** Travis Johnson, PLS Engineering, 604 W. Evergreen Blvd. Vancouver, Washington 98660

**Applicant:** Chad Stewart, Ginn Group LLC, 502 NE 72nd Street, Vancouver, Washington 98665

**Property Owner:** Teresa Mosbauer, 615 Deep Pond Rd., Osteen, Florida 32764

**Remote Public Hearing Scheduled:** Land Use Hearing conducted by the Hearing Examiner  
**Tuesday, April 16, 2024, 6 p.m.**

The City of Vancouver will be holding a virtual hearing on this matter. Interested parties can participate in the virtual hearing by emailing the project manager at [Kristian.corbin@cityofvancouver.us](mailto:Kristian.corbin@cityofvancouver.us). **Due to remote work conditions, e-mail is strongly preferred.**

Under the authority of VMC 20.790.230, the City of Vancouver will use the optional combined determination of nonsignificance (DNS) and notice of application process. Based on the initial review of the proposed project, the city expects to issue a DNS on the proposal, finding the project will not create probable significant adverse environmental impacts.

**The comment period for the notice of application may be the only opportunity to comment on the environmental impacts of the proposal.** The proposal may include

mitigation measures under applicable codes, and the review process may incorporate or require mitigation measures regardless of whether an environmental impact statement is prepared.

**Comments on the project received electronically before 4 p.m., March 11, 2024, will be incorporated into the staff report; comments received electronically after that date will be presented at the hearing.**

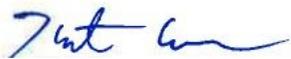
A decision by the hearing examiner may be appealed to City Council by the applicant or any aggrieved person. Such an appeal must be in writing and be filed with Community and Economic Development Department within 14 calendar days after the hearing examiner's decision. In the absence of such appeal, the examiner's decision shall be final and conclusive.

Procedural appeals to the SEPA determination shall be filed in writing within 14 calendar days following the last day of the comment period. The hearing examiner's decision of the SEPA procedural appeal shall be final and not subject to further administrative appeal.

Substantive SEPA appeals shall be filed in writing within 14 calendar days of the issuance of staff's decision approving, conditioning, or denying the project.

A copy of the final determination may be obtained upon e-mail request. Please include any one of the project numbers listed.

**Case Manager:** Kristian Corbin, Senior Planner  
**E-mail:** [Kristian.corbin@cityofvancouver.us](mailto:Kristian.corbin@cityofvancouver.us)



Feb. 9, 2024

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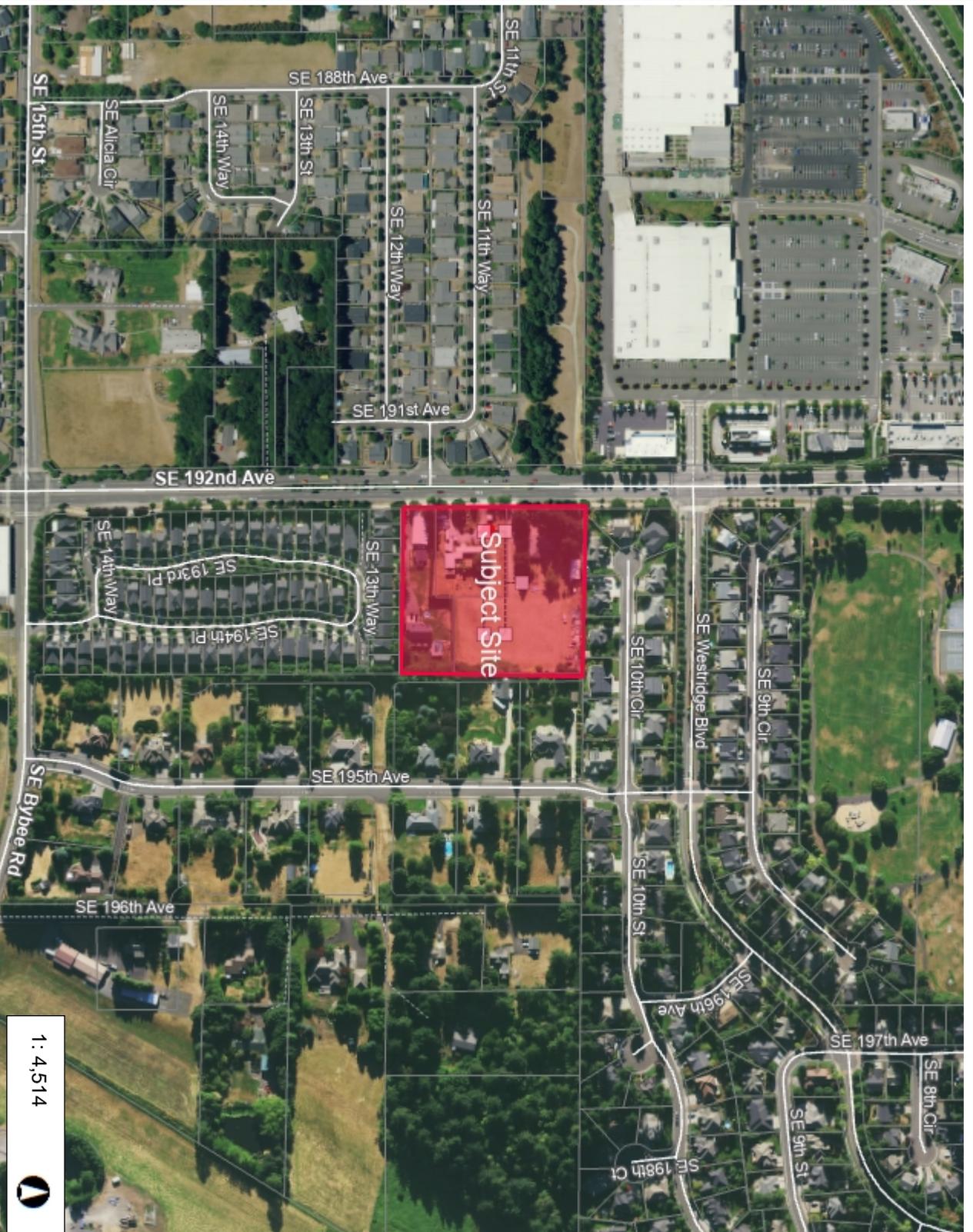
**Name**

**Date**

Coverage of this hearing is being cablecast live on Clark/Vancouver Television Channel 21, Comcast Cable Television System.



# Vicinity Map



Subject Site

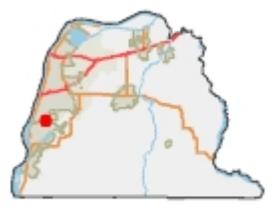
1 : 4,514



752.3 0 376.17 752.3 Feet

WGS - 1984 Web Mercator Auxiliary Sphere  
Clark County, WA. GIS - <http://gis.clark.wa.gov>

This map was generated by Clark County's "MapOnline" website. Clark County does not warrant the accuracy, reliability or timeliness of any information on this map, and shall not be held liable for losses caused by using this information. Taxlot (i.e., parcel) boundaries cannot be used to determine the location of property lines on the ground.



### Legend

- Taxlots
- All Roads
  - Interstate or State Route
  - Arterial
  - Collector
  - Private or Other

### Notes:

South Cascade Terrace Subdivision  
PRJ-169060/LUP-83894



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March 12, 2024

**Notice of Final Determination of Nonsignificance (DNS)  
South Cascade Terrace Subdivision  
PRJ-169060/LUP-83894**

The city issued a Determination of Nonsignificance (DNS) for this project Feb. 9, 2024; this determination is retained. A comment was received from the Department of Ecology.

It has been determined the following described project will not have a probable significant adverse impact on the environment. Under the authority of WAC 197-11-330(1) and 197-11-350, a determination of insignificance has been issued.

**Request:** A 60 single-family narrow lot subdivision and zone change from R-9 Lower Density Residential to R-17 Lower Density Residential on a 4.46-acre tract of land. The subject site is located south of the intersection of SE 192nd Avenue and SE Mill Plain Blvd. The applicant was reviewed via the Type IV process.

**Location:** 1019, 1119 and 1201 SE 192nd Avenue, Vancouver Washington 98683

**Applicant:** Travis Johnson, PLS Engineering, 604 W. Evergreen Blvd. Vancouver, Washington 98660

**Contact:** Chad Stewart, Ginn Group LLC, 502 NE 72nd Street, Vancouver, Washington 98665

**Property Owner:** Teresa Mosbauer, 615 Deep Pond Rd., Osteen, Florida 32764

Requests to appeal this decision must be made in writing within 14 calendar days after the date the decision. The letter of appeal shall state the case number designated by the city, the name of the applicant, name and signature of each petitioner, a statement showing that each petitioner is entitled to file the appeal under VMC Chapter 20.210, the specific aspect(s) of the decision and/or SEPA issue being appealed, the reasons each aspect is in error as a matter of fact or law, and the evidence relied on to prove the error. A substantive appeal of the SEPA determination must be filed in conjunction with and within the limitation period applicable to an available administrative appeal of the applicable permit or approval (VMC 20.790.640.D).

**All appeals, along with the required fee, must be received by 4 p.m., March 26, 2024.**

Due to the limited days the permit center is open for walk-in assistance, the appeal request shall be emailed to [Kristian.corbin@cityofvancouver.us](mailto:Kristian.corbin@cityofvancouver.us) as well as to the case manager's e-mail address below and the appeal fee electronically paid to the City of Vancouver.

Responsible Official: Kristian Corbin, Senior Planner  
Telephone: 360-487-7818  
E-mail: [Kristian.corbin@cityofvancouver.us](mailto:Kristian.corbin@cityofvancouver.us)

**Kristian Corbin, Senior Planner**

March 12, 2024

**Date**

## Memorandum

12/13/2023

To: **Chad Stewart**  
**Ginn Group**

From: **Daniel Stumpf, PE**

Date: **December 13, 2023**

Subject: **19th Street Terrace**  
**Transportation Analysis**



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### Introduction

This memorandum reports and evaluates the transportation impacts related to the proposed South Cascade Terrace project, located on three properties at/near 1019/1119/1201 SE 192<sup>nd</sup> Avenue in Vancouver, Washington. The proposal will include the construction of 60 single-family detached houses, removing 3 existing dwelling units for a net increase of at least 57 houses. Access to the site will be provided via a proposed street connection (i.e., SE 12<sup>th</sup> Loop) at SE 192<sup>nd</sup> Avenue.

The purpose of this memorandum is to examine and address transportation-related impacts from the proposed development. This study reviews the proposed development’s trip generation and distribution, identifies any concurrency corridors projected to receive additional traffic, and determines proportionate share contributions toward City of Vancouver transportation facility improvement projects based on development impacts. In addition, sight distances are evaluated at the site access intersection along SE 192<sup>nd</sup> Avenue.

### Location Description

#### Project Site Description

The project site is located north of SE 15<sup>th</sup> Street, south of SE Westridge Boulevard, east of SE 192<sup>nd</sup> Avenue, and west of SE 195<sup>th</sup> Avenue in Vancouver, Washington. Located at the edge of a residential area, the project site is surrounded by a retail shopping center to the northwest and single-family houses on all other directions. Other notable land uses located within a half-mile distance of the project site include Illahee Elementary School and Shahala Middle School to the north.

The site includes three properties (assessor parcels 177228010, 177228005, and 177228000) which encompass an approximate total of 4.47 acres. The site is currently developed with three single-family detached houses and several ancillary structures, served by five driveways along SE 192<sup>nd</sup> Avenue.

**Vicinity Roadways**

The project site is bounded by four roadways to the north, south, east, and west. Table 1 provides a description of these vicinity roadways.

**Table 1: Vicinity Roadway Descriptions**

Street Name	Jurisdiction	Functional Classification	Speed (MPH)	On-Street Parking	Curbs & Sidewalks	Bicycle Lanes
SE Westridge Boulevard	Vancouver	Collector Arterial	25	Not Permitted	South Side	Both Sides
SE 15th Street	Vancouver	Collector Arterial	35/40	Not Permitted	Partial Both Sides	Partial Both Sides
SE 192nd Avenue	Vancouver	Principal Arterial	40	Not Permitted	Both Sides	Both Sides
SE 195th Avenue	Vancouver	Local Street	25	Permitted Both Sides	Both Sides	None

*Table Notes: Functional Classification and Jurisdiction based on City of Vancouver Arterial Street System map.  
Statutory speed based on Washington State Code Section RCW 46.61.400.*

Figure 1 below presents an aerial image of the nearby vicinity with the project site outlined in yellow.

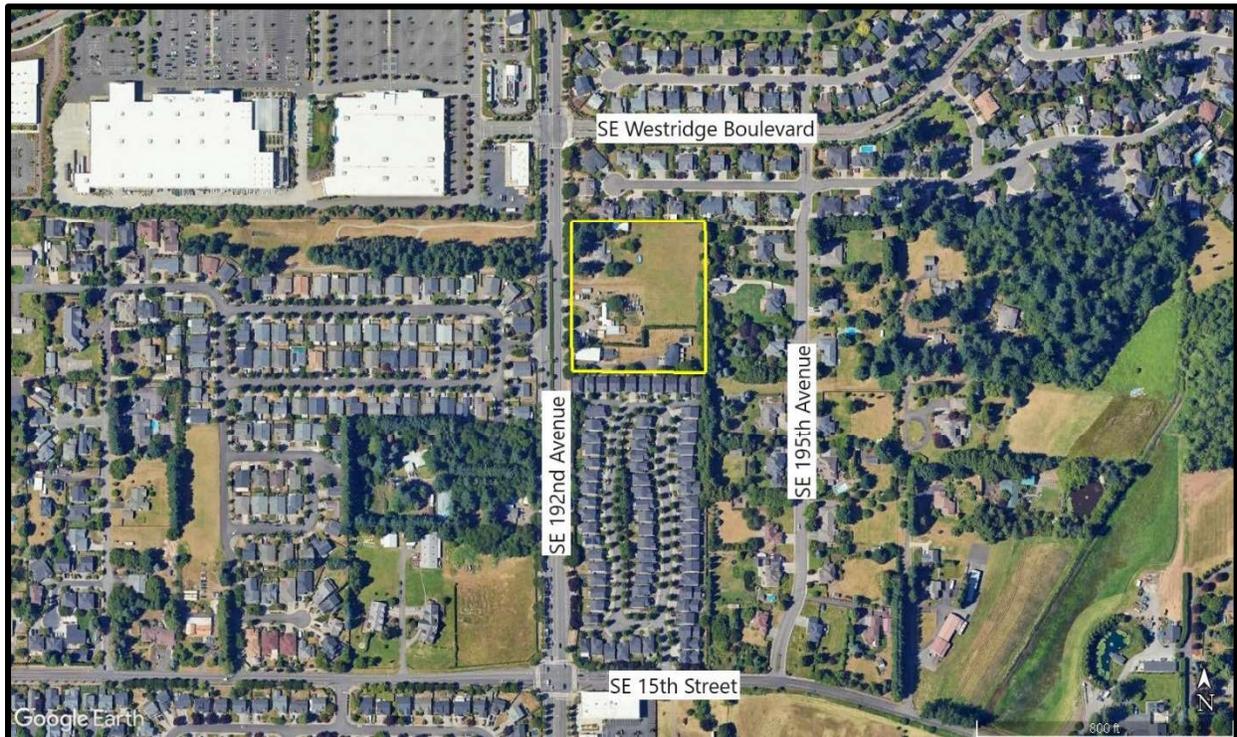


Figure 1: Aerial Photo of Site Vicinity (Image from Google Earth)



## Site Trips

### Trip Generation

The proposed 19<sup>th</sup> Street Terrace project will include the construction of 60 single-family detached houses, removing 3 existing dwelling units for a net increase of 57 houses. To estimate the number of trips that will be generated by the proposed development, trip rates from the *Trip Generation Manual*<sup>1</sup> and per City of Vancouver policy, which are generally based on the *Trip Generation Manual*, were used. Data from land use code 210, *Single-Family Detached Housing*, was used to estimate the existing and proposed development's trip generation based on the number of dwelling units:

The trip generation calculations show that the proposed development is projected to generate an additional 43 AM peak hour trips, 57 PM peak hour trips, and 570 average weekday site trips. The trip generation estimates are summarized in Table 2 and detailed trip generation calculations are included as an attachment to this memorandum.

**Table 2: Trip Generation Summary**

ITE Code	Size	AM Peak Hour			PM Peak Hour			Weekday Total	
		Enter	Exit	Total	Enter	Exit	Total		
<b>Existing Conditions</b>									
Single-Family Detached Housing	210	3 units	1	1	2	2	1	3	30
<b>Proposed Conditions</b>									
Single-Family Detached Housing	210	60 units	11	34	45	38	22	60	600
<b>Net Change</b>									
<b>Net Change In Site Trip Generation</b>			<b>10</b>	<b>33</b>	<b>43</b>	<b>36</b>	<b>21</b>	<b>57</b>	<b>570</b>

### Trip Distribution

The trip distribution for the proposed development was derived using data from the Southwest Washington Regional Transportation Council (RTC) transportation system model. The project site is located within Transportation Analysis Zone (TAZ) #1751 for which a select zone analysis was run to determine the distribution of site trips entering and exiting the zone.

<sup>1</sup> Institute of Transportation Engineers (ITE), *Trip Generation Manual*, 11<sup>th</sup> Edition, 2021.



Using information from the RTC model, the following trip distribution is projected within the immediate site vicinity:

- Approximately 33% of site trips will travel to/from the west along SE Mill Plain Boulevard, west of SE 192<sup>nd</sup> Avenue.
- Approximately 17% of site trips will travel to/from the west along SE 1<sup>st</sup> Street, west of SE 192<sup>nd</sup> Avenue.
- Approximately 16% of site trips will travel to/from the south along SE 192<sup>nd</sup> Avenue, south of SE 20<sup>th</sup> Street.
- Approximately 11% of site trips will travel to/from the north along SE 192<sup>nd</sup> Avenue, north of SE 1<sup>st</sup> Street.
- Approximately 8% of site trips will travel to/from the east along SE 1<sup>st</sup> Street, east of SE 192<sup>nd</sup> Avenue.
- Approximately 4% of site trips will travel to/from the east along SE 20<sup>th</sup> Street, east of SE Bybee Road.
- Approximately 3% of site trips will travel to/from the west along SE 20<sup>th</sup> Street, west of SE 192<sup>nd</sup> Avenue.
- Approximately 3% of site trips will travel to/from the west along SE 15<sup>th</sup> Street, west of SE 192<sup>nd</sup> Avenue.
- Approximately 5% of site trips will travel to/from locales within the immediate site vicinity.

Table 3 summarizes the impact to each concurrency corridor as defined by the City of Vancouver.



Table 3: Transportation Management Zones

Concurrency Corridor	From	To	Evening Peak Hour Site Trips
Mill Plain Boulevard	SE 192nd Avenue	SE 164th Avenue	19
	SE 164th Avenue	SE 136th Avenue	12
	SE 136th Avenue	Interstate 205	9
	Interstate 205	N Andresen Road	0
	N Andresen Road	Interstate 5	0
	Interstate 5	W Fourth Plain Boulevard	0
St. Johns/Ft. Vancouver Way	E Mill Plain Boulevard	NE 63rd Street	0
Fourth Plain Boulevard	NE 162nd Avenue	Interstate 205	0
	Interstate 205	NE Andresen Road	0
	NE Andresen Road	Interstate 5	0
	Interstate 5	W Mill Plain Boulevard	0
Andresen Road	E Mill Plain Boulevard	State Road 500	0
	State Road 500	NE 78th Street	0
112th Avenue	NE 51st Street	NE 28th Street	0
	NE 28th Street	SE Mill Plain Boulevard	0
164th/162nd Avenue	NE Fourth Plain Boulevard	SE 1st Street	5
	SE 1st Street	State Road 14	4
Burton Road/28th Street	NE 162nd Avenue	NE 138th Avenue	0
	NE 138th Avenue	NE 112th Avenue	0
	NE 112th Avenue	NE 18th Street	0
18th Street	NE 164th Avenue	NE 138th Avenue	2
	NE 138th Avenue	NE 112th Avenue	1
136th/138th Avenue	NE Fourth Plain Boulevard	NE 28th Street	0
	NE 28th Street	E Mill Plain Boulevard	1
192nd Avenue	State Road 14	NE 18th Street	36

**Proportionate Share Contributions**

According to project’s pre-application conference notes, proportionate share contributions are being collected for several transportation facilities throughout the City. Table 4 below details these transportation improvement projects and proportionate share fee contributions attributable to the proposed development.



Table 4: Proportionate Share Contributions

Project Location	Unit Cost Per Trip		Percent of Site Trips Generated	Peak Hour Trip Impact		Proportionate Share Contribution
	Cost	Time		Trips	Time	
NE 137th Avenue (NE 49th Street to NE Fourth Plain Boulevard)	\$3,000	PM	0.00%	0	PM	\$0
NE Fourth Plain Boulevard at NE 152nd Avenue (Signal)	\$333	PM	0.00%	0	PM	\$0
S Lieser Road at MacArthur Boulevard/St Helens Avenue	\$2,000	PM	0.00%	0	PM	\$0
NE 176th Avenue at NE 20th Street	\$400	PM	1.88%	1	PM	\$400
NE 192nd Avenue at NE 13th Street	\$400	PM	8.22%	5	PM	\$2,000
SE 192nd Avenue at SE 34th Street	\$150	PM	14.08%	8	PM	\$1,200
SE 192nd Avenue at SR-14 Ramps	\$2,000	PM	8.92%	5	PM	\$10,000
MacArthur Boulevard at Andresen Road (Roundabout)	\$2,285	PM	0.00%	0	PM	\$0
MacArthur Boulevard at N Devine Road (Roundabout)	\$2,226	PM	0.00%	0	PM	\$0
Grove Street/SR-14 Off-Ramp at Columbia House Boulevard	\$600	AM	0.00%	0	AM	\$0
NE 172nd Avenue at NE 18th Street	\$300	PM	0.47%	0	PM	\$0
NE 179th Place at NE 18th Street	\$900	PM	0.47%	0	PM	\$0
NE 187th Avenue at NE 18th Street	\$1,200	PM	5.63%	3	PM	\$3,600
NE 162nd Avenue at NE 9th Street	\$1,500	PM	8.45%	5	PM	\$7,500
NE 172nd Avenue at NE 9th Street	\$4,100	PM	0.00%	0	PM	\$0
NE 192nd Avenue at NE 9th Street	\$1,100	PM	10.09%	6	PM	\$6,600
NE 187th Avenue at SE 1st Street	\$1,100	PM	3.99%	2	PM	\$2,200
<b>Total Proportionate Share Contribution</b>						<b>\$33,500</b>



Per the RTC distribution modeling data and based on the calculated site trip generation, the proposed development is projected to impact eight of the transportation facilities where proportionate share fees are being collected. The proposed development application will need to contribute a proportionate share fee of \$33,500 toward these transportation improvement projects.

## Sight Distance Analysis

Sight distances were evaluated at the proposed right-in/right-out site access intersection along SE 192<sup>nd</sup> Avenue. The minimum required intersection sight distance was determined in accordance with the City of Vancouver's Municipal Code Section 11.80.140. These standards state that intersection sight distance measurements must comply with standards established in *A Policy on Geometric Design of Highways and Streets*<sup>2</sup>. According to AASHTO, the driver's eye is assumed to be approximately 15 feet (specifically 14.5 feet) from the near edge of the nearest travel lane (or traveled way) of the intersecting street and at a height of 3.5 feet above the minor-street approach pavement. The vehicle driver's eye-height along the major-street approach is assumed to be 3.5 feet above the cross-street pavement.

Per the AASHTO manual, intersection sight distance is an operation measure intended to provide sufficient line of sight along the major-street so that a driver could turn from the minor-street approach without impeding traffic flow. Conversely, stopping sight distance is considered the minimum requirement to ensure safe operation of an intersection. This is the distance that allows an oncoming driver to see a hazard on the roadway, react, and come to a complete stop, if necessary, to avoid a collision.

Based on a posted speed of 40 mph along SE 192<sup>nd</sup> Avenue and considering only the right-turn site egress movement will be allowed at the site access (minor-street) approach, the following minimum intersection and stopping sight distances are applicable:

- Minimum Intersection Sight Distance: 385 feet for right-turns (viewing south).
- Minimum Stopping Sight Distance: 305 feet.

Sight distances to the south of the proposed access location was measured to be in excess of 450 feet. Therefore, adequate sight distance is available at the site access location to allow for safe and efficient operation of the intersection. No sight distance related mitigation is necessary or recommended.

## Right Turn Lane Warrants

At the direction of the City of Vancouver, a right-turn lane warrant analysis was conducted for the northbound approach at the site access intersection along SE 192<sup>nd</sup> Avenue.

### Traffic Volumes

To evaluate turn lane warrants at the site access intersection under future site buildout conditions, an estimate of future traffic volumes at the intersection is required. To estimate traffic volumes, the following were conducted:

---

<sup>2</sup> American Association of State Highway and Transportation Officials (AASHTO), *A Policy on Geometric Design of Highways and Streets*, 7<sup>th</sup> Edition, 2018.



- Traffic counts were conducted at the along SE 192<sup>nd</sup> Avenue near the proposed site access location on Tuesday, October 31, 2023, over a 24-hour period. Data was used from the PM peak hour of roadway traffic in the northbound direction of travel.
- According to the City of Vancouver’s Traffic Study Guidelines, an analysis of traffic conductions five years after buildout of the proposed development is required. It is assumed the proposed development will be constructed within two years whereby an additional five years of growth is necessary to estimate year 2030 conditions. Per the Traffic Study Guidelines, a compounded growth rate of 2.0 percent per year was applied to the 2023 existing traffic volumes.
- Peak hour trips calculated to be generated by the proposed development, as described earlier in the *Site Trips* section, were added to the projected year 2030 traffic volumes to obtain the expected year 2030 site buildout volumes.

Figure A in the appendix depicts the site trip assignment, existing volumes, and future year 2030 traffic volumes at the intersection.

### **Warrant Analysis**

A right-turn refuge lane is primarily a safety consideration for the major-street, removing right-turning vehicles from the through traffic stream. To evaluate right-turn lane warrants, section 1310.03(3) *Right-Turn Lanes* and *Exhibit 1310-19 Right-Turn Lane Guidelines* from the WSDOT Design Manual was referenced. Turn lane warrants were evaluated based on the number of advancing vehicles, the number of turning vehicles, the travel speed, and the number of through lanes.

Although a right-turn lane is not warranted at the intersection per the WSDOT warrant methodology, consideration for a right-turn pocket lane/taper may be made. Based on input from City of Vancouver staff, the construction of a 100-foot-long right-turn taper that develops into a 13-foot-wide paved width will be sufficient to accommodate site ingress traffic when considering the following:

- The proposed development will be constructing 60 residential units which will generate 38 site ingress trips during the PM peak hour. No additional traffic will be added to this northbound right-turn movement since higher density or additional development will not occur on-site and the development plan will not allow through access to other land uses or roadways in the surrounding area. Therefore, impacts to this northbound right-turn movement will be minor and limited to the proposed development only.
- Northbound right-turn queuing is generally not expected to occur since this turning movement will be free-flow and will not conflict with other vehicular turning movements, noting that the southbound left-turn movement will be restricted. The only conflict/delay that is reasonably expected to occur with the northbound right-turn movement would be associated with pedestrians crossing the site access road in the north/south directions. These pedestrian conflicts are expected to be infrequent and will only last approximately 3-4 seconds (assuming a pedestrian travel speed of 3.5 feet per second).

Based on the above analysis, the installation of a northbound right-turn taper is recommended as part of the proposed development application. No additional right-turn lane related mitigation is necessary.



## Conclusions

The construction of the proposed South Cascade Terrace project is projected to generate an additional 43 AM peak hour trips, 57 PM peak hour trips, and 570 average weekday site trips. All nearby intersections of significance are not expected to experience significant site trip impacts.

Per the RTC distribution modeling data and based on the calculated site trip generation, the proposed development is projected to impact eight of the transportation facilities where proportionate share fees are being collected. The proposed development application will need to contribute a proportionate share fee of \$33,500 toward these transportation improvement projects.

Adequate sight distance to the south of the proposed site access location is available to allow for safe and efficient operation of the intersection. No sight distance related mitigation is necessary or recommended.

Based on an evaluation of right-turn lane warrants, the installation of a northbound right-turn taper is recommended as part of the proposed development application. No additional right-turn lane related mitigation is necessary.

If you have any questions or concerns regarding this analysis or need further assistance, please don't hesitate to contact us.







TRIP GENERATION CALCULATIONS  
Source: Trip Generation Manual, 11th Edition  
Existing Conditions

Land Use: Single-Family Detached Housing

Land Use Code: 210

Land Use Subcategory: All Sites

Setting/Location: General Urban/Suburban

Variable: Dwelling Units

Trip Type: Vehicle

Formula Type: Rate

Variable Quantity: **3**

WARNING: Variable Quantity is less than Minimum Survey Size for Peak Hours

**AM PEAK HOUR**

Trip Rate: 0.75

	Enter	Exit	Total
Directional Split	25%	75%	
Trip Ends	<b>1</b>	<b>1</b>	<b>2</b>

**PM PEAK HOUR**

Trip Rate: 1.00

	Enter	Exit	Total
Directional Split	63%	37%	
Trip Ends	<b>2</b>	<b>1</b>	<b>3</b>

**WEEKDAY**

Trip Rate: 10.00

	Enter	Exit	Total
Directional Split	50%	50%	
Trip Ends	<b>15</b>	<b>15</b>	<b>30</b>

**SATURDAY**

Trip Rate: 9.48

	Enter	Exit	Total
Directional Split	50%	50%	
Trip Ends	<b>14</b>	<b>14</b>	<b>28</b>



TRIP GENERATION CALCULATIONS  
 Source: Trip Generation Manual, 11th Edition  
 Proposed Conditions

*Land Use:* Single-Family Detached Housing  
*Land Use Code:* 210  
*Land Use Subcategory:* All Sites  
*Setting/Location:* General Urban/Suburban  
*Variable:* Dwelling Units  
*Trip Type:* Vehicle  
*Formula Type:* Rate  
*Variable Quantity:* **60**

**AM PEAK HOUR**

*Trip Rate:* 0.75

	Enter	Exit	Total
Directional Split	25%	75%	
Trip Ends	11	34	45

**PM PEAK HOUR**

*Trip Rate:* 1.00

	Enter	Exit	Total
Directional Split	63%	37%	
Trip Ends	38	22	60

**WEEKDAY**

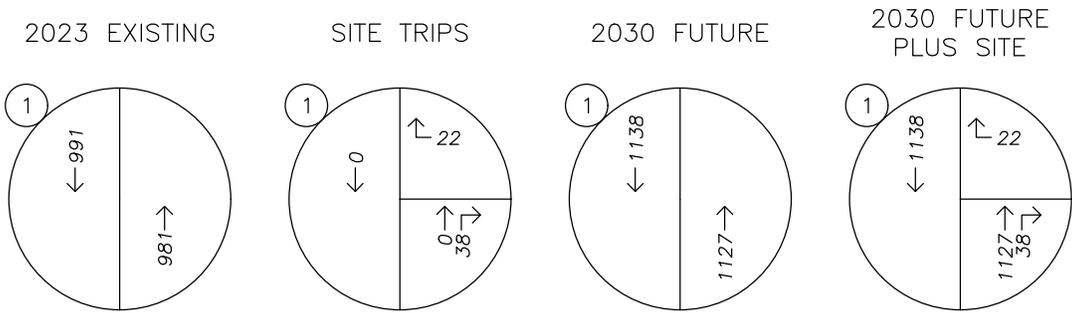
*Trip Rate:* 10.00

	Enter	Exit	Total
Directional Split	50%	50%	
Trip Ends	300	300	600

**SATURDAY**

*Trip Rate:* 9.48

	Enter	Exit	Total
Directional Split	50%	50%	
Trip Ends	284	284	568



**LEGEND**

XX% PERCENT OF PROJECT TRIPS

PROPOSED TRIP GENERATION			
	IN	OUT	TOTAL
PM	38	22	60



no scale

**TRAFFIC VOLUMES**

2023 Existing and 2030 Future Conditions  
PM Peak Hour

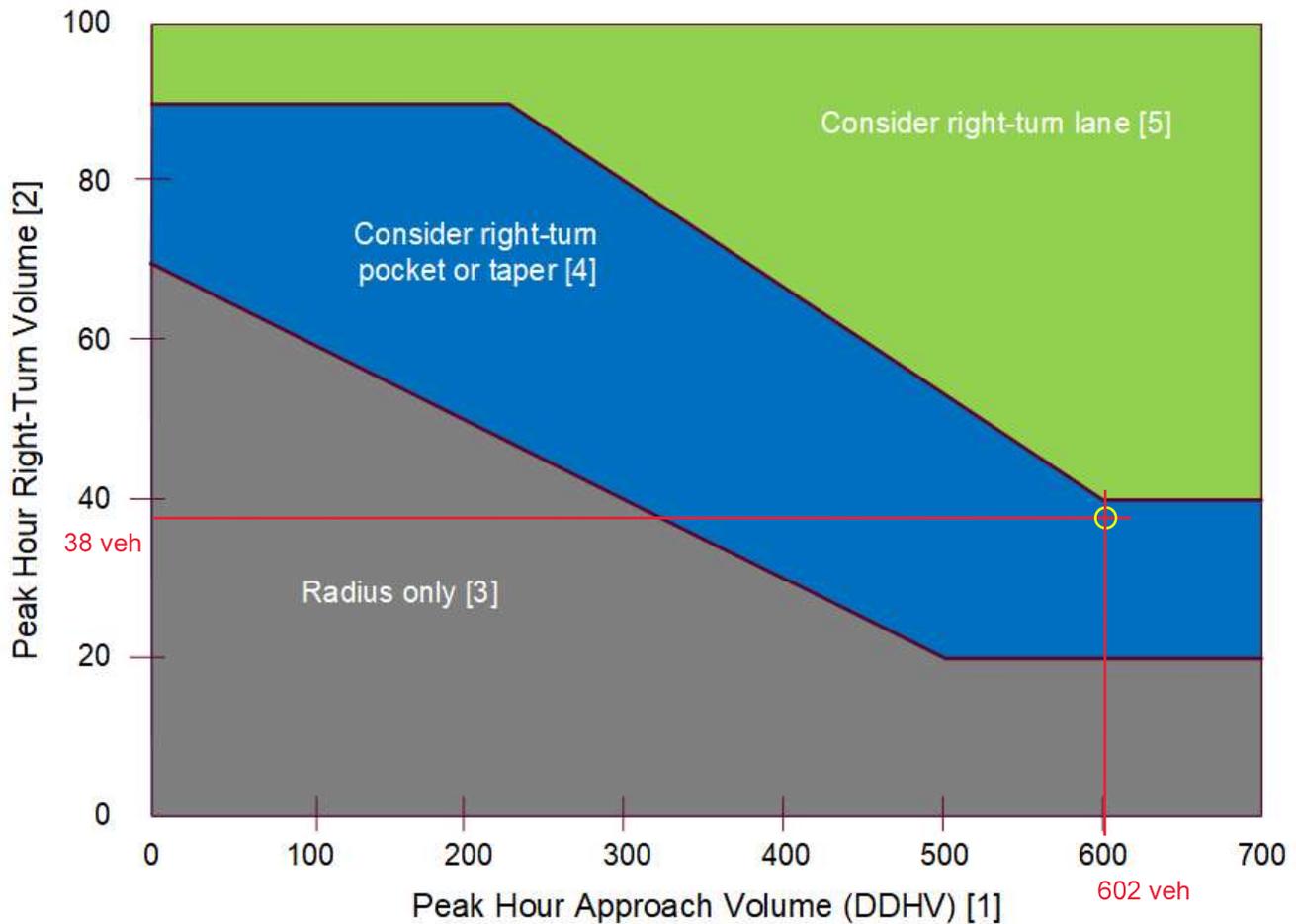
Figure A

**All Traffic Data Services, Inc.**  
alltrafficdata.net

Site Code: 1  
SE 192ND AVE N.O SE 12TH ST

Start Time	31-Oct-23 Tue	NB	SB	Total
12:00 AM		26	21	47
01:00		26	14	40
02:00		15	17	32
03:00		19	17	36
04:00		44	35	79
05:00		86	158	244
06:00		216	327	543
07:00		454	477	931
08:00		692	587	1279
09:00		634	591	1225
10:00		702	641	1343
11:00		<b>875</b>	<b>774</b>	<b>1649</b>
12:00 PM		908	915	1823
01:00		849	773	1622
02:00		871	798	1669
03:00		<b>1000</b>	937	1937
04:00		981	<b>991</b>	<b>1972</b>
05:00		863	875	1738
06:00		619	601	1220
07:00		419	453	872
08:00		366	351	717
09:00		240	255	495
10:00		111	102	213
11:00		55	52	107
Total		11071	10762	21833
Percent		50.7%	49.3%	
AM Peak	-	11:00	11:00	-
Vol.	-	875	774	-
PM Peak	-	15:00	16:00	-
Vol.	-	1000	991	-
Grand Total		11071	10762	21833
Percent		50.7%	49.3%	
ADT		ADT 21,833	ADT 21,833	AADT 21,833

## Exhibit 1310-19 Right-Turn Lane Guidelines



## Notes:

- [1] For two-lane highways, use the peak hour DDHV (through + right-turn).  
For multilane, highways (posted speed 45 mph or above), use the right-lane peak hour approach volume (through + right-turn).
- [2] When all three of the following conditions are met, reduce the right-turn DDHV by 20:
  - The posted speed is 45 mph or below
  - The right-turn volume is greater than 40 VPH
  - The peak hour approach volume (DDHV) is less than 300 VPH
- [3] For right-turn corner design, see [Exhibit 1310-6](#).
- [4] For right-turn pocket or taper design, see [Exhibit 1310-20](#).
- [5] For right-turn lane design, see [Exhibit 1310-21](#).

# EXHIBIT H



City of Vancouver Transportation Services  
Trip and Traffic Impact Fee Calculation Worksheet

Application Number: PRJ-169060

Project Name: <u>South Cascade Terrace</u>	Date: <u>3/12/2024 12:00:00 AM</u>
Project Address: <u>1019 SE 192ND AVE</u>	TAZ: <u>TA418</u>
Project Number: <u>PRJ-169060</u>	Primary Corridor: <u>MPLN #5</u>
ENG Number: _____	Parcel 1 ID: <u>177228010</u>
TIF District: <u>Cascade</u>	Parcel 2 ID: _____
TIF Overlay District: <u>Overlay - Mill Plain / I-205</u>	Parcel 3 ID: _____

Existing Site Trips ^^											
LU Description	ITE LU Code	Existing AM Peak Rate	Existing PM Peak Rate	Existing ADT Rate	Unit of Measure	Size**		Existing AM Peak Trips	Existing PM Peak Trips	Existing ADT	
Single Family Det.Homes	210	0.75	1	10	1	3		2	3	30	
								<b>Existing Trips Total</b>	2	3	30

New Trip Generation Calculation											
LU Description	ITE LU Code	AM Peak Rate	PM Peak Rate	ADT Rate	Unit of Measure*	Size**		New AM Peak	New PM Peak	New ADT	
Single Family Det.Homes	210	0.75	1	10	1	60		45	60	600	
								<b>New Project Trips</b>	45	60	600
								<b>Net New Project Trips (new trip - existing trips)</b>	43	57	570

\*Unit of measure = ITE Unit by which total size is divided by in order to calc. trip generation

\*\*Size - Total size of development, eg 10 dwelling units or 50,000 sqf.

\*\*\*% reduction applied to trip generation, eg. .35 passby reduction for 100 trips - (1 - .35) \* 100 - .65 - from approved traffic impact study only

\*\*\*\*% reduction applied to trip generation, eg. .10 internal capture reduction for 100 trips - (1 - .10) \* 100 - .9 \* 100 - 90 - from approved traffic impact study only

Traffic Impact Fee Calculation									
LU Description	ITE LU Code	Proposed Project ADT	Net New Proj ADT	TIF Rate/Trip	TIF Overlay rate/trip	BEF Reduction = .3 for retail commercial uses & ITE LU 912	Tax Reduction	TIF Due	Overlay TIF Due
Single Family Det.Homes	210	600	570.00	428	0		0.15	\$207,366.00	\$0.00
<b>Sum</b>		600	570				<b>TIF Totals:</b>	\$207,366.00	\$0.00

Disclaimer: This information is provided based on the TIF program in place as of the date shown above and is only an estimate of the fee. Per VMC 20.915.020, the fee shall be calculated at time of building permit application. See VMC 20.915 for more information.



City of Vancouver Transportation Services  
Trip and Traffic Impact Fee Calculation Worksheet

Application Number: PRJ-169060

Project Name: <u>South Cascade Terrace</u>	Date: <u>3/12/2024 12:00:00 AM</u>
Project Address: <u>1019 SE 192ND AVE</u>	TAZ: <u>TA418</u>
Project Number: <u>PRJ-169060</u>	Primary Corridor: <u>MPLN #5</u>
ENG Number: _____	Parcel 1 ID: <u>177228010</u>
TIF District: <u>Cascade</u>	Parcel 2 ID: _____
TIF Overlay District: <u>Overlay - Mill Plain / I-205</u>	Parcel 3 ID: _____

Concurrency Monitoring Fees			
Corridor	PM Peak Trips	Cost/Trip	max. \$1500
I-205 to SE 136th Ave	9	\$69.00	\$621.00
SE 136th Ave to SE 164th Ave	12	\$69.00	\$828.00
SE 164th Ave to SE 192nd Ave	19	\$69.00	\$1,311.00
NE 112th Ave to NE 138th Ave	1	\$69.00	\$69.00
NE 138th Ave to NE 162nd Ave	2	\$69.00	\$138.00
Mill Plain Blvd to NE 28TH	1	\$69.00	\$69.00
SR-14 to SE 1st St	4	\$69.00	\$276.00
SE 1st St to Fourth Plain Blvd	5	\$69.00	\$345.00
SR-14 to NE 18th St	36	\$69.00	\$2,484.00
Calculated Total =			\$6,141.00

Total Monitoring Fee = \$1,500.00

Proportionate Shares				
Case Number	Project	Fee/Unit	Trips/Lots	Final Fee
	SE 20th St & SE 176th Ave	\$400.00	1	\$400.00
	SE 192nd Ave & SE 34th St	\$150.00	8	\$1,200.00
	NE 187th Ave - NE 18th St	\$1,200.00	3	\$3,600.00
	192nd/SR14	\$2,000.00	5	\$10,000.00
	NE 9th St - NE 162nd Ave	\$1,500.00	5	\$7,500.00
	NE 192nd Ave and 13th St Signal Imprv	\$400.00	5	\$2,000.00
	NE 187th Ave - SE 1st St	\$1,100.00	2	\$2,200.00
	NE 192nd Ave - NE 9th St	\$1,100.00	6	\$6,600.00
Total Proportionate Share Fees =				\$33,500.00

District: Cascade	District TIF =	\$207,366.00
	Total TIF =	\$207,366.00

Disclaimer: This information is provided based on the TIF program in place as of the date shown above and is only an estimate of the fee. Per VMC 20.915.020, the fee shall be calculated at time of building permit application. See VMC 20.915 for more information.



City of Vancouver Transportation Services  
Trip and Traffic Impact Fee Calculation Worksheet

Application Number: PRJ-169060

Project Name: South Cascade Terrace	Date: 3/12/2024 12:00:00 AM
Project Address: 1019 SE 192ND AVE	TAZ: TA418
Project Number: PRJ-169060	Primary Corridor: MPLN #5
ENG Number:	Parcel 1 ID: 177228010
TIF District: Cascade	Parcel 2 ID:
TIF Overlay District: Overlay - Mill Plain / I-205	Parcel 3 ID:

COMMENTS:

South Cascade Terrace

Disclaimer: This information is provided based on the TIF program in place as of the date shown above and is only an estimate of the fee. Per VMC 20.915.020, the fee shall be calculated at time of building permit application. See VMC 20.915 for more information.

## EXHIBIT I



CLARK COUNTY WASHINGTON

PUBLIC HEALTH

[www.clark.wa.gov](http://www.clark.wa.gov)

1601 E Fourth Plain Blvd, Bldg 17  
PO Box 9825  
Vancouver, WA 98666-8825  
564.397.8000

November 22, 2023

Ginn Group LLC  
502 NE 72<sup>nd</sup> Street  
Vancouver, WA 98665

RE: Conditional Development Review Evaluation for "South Cascade Terrace" located at 1019,1119,1201 SE 192<sup>nd</sup> Ave , Vancouver, WA 98683 (SR0065297; Tax Parcels 177228010,177228005,177228000; PRJ - 169060 / PIR - 83739)

**\*\* Final Health Department approval required\*\***

Clark County Public Health (CCPH) completed the Development Review Evaluation for the site described above. This evaluation is limited to the area of the proposed development.

### **On-Site Sewage Systems (CCC 24.17, WAC 246-272A, CCC 40.370, RCW 58.17):**

Existing individual on-site sewage systems (OSSs) are listed on the application and there are county records as follows: Parcel 177228010- ON0054025 with no as-built and likely from approximately 1968. Parcel 177228005- ON0052726 with no as-built, pumping records of 750 gallons, and likely installed between 1970s and 1980s. Parcel 177228000- ON0015616 with a detailed as-built showing two septic tanks and two pump basins from 1995. A site visit on 11/08/23 did find evidence of on-site sewage systems consistent with county records. Any on-site sewage system discovered during development must be properly abandoned with written notice provided to Clark County Public Health and shown on the final plat (Mylar).

Please provide written notification describing the actions taken to legally abandon the system with pumper's receipt attached. Proper system abandonment requires tank and pump basin pumping by a licensed pumper, removing the container or breaking in the tank lids, punching a hole in the bottom, and filling the cavities with rock, sand or compacted soil. Cesspools, drywells, or other containers discovered during development must also be abandoned in this manner. The following link is the Clark County Septic Abandonment Notification Form for your convenience.

<https://clark.wa.gov/sites/default/files/media/document/2023-03/CCPH%20OSS%20Abandonment%20Notification.pdf>

The proposed development must connect to an approved public sewer system. A copy of the final acceptance letter from the sanitary sewer purveyor or the equivalent must be submitted along with the final plat.

### **Water Systems (WAC 173-160, WAC 246-290, CCC 40.370, RCW 58.17):**

An existing well is indicated on the application. There are county records indicating a well is at the site. A site visit on 11/08/23 did discover a well. Any wells identified during development must be properly decommissioned per WAC 173-160-381 by a Washington licensed well driller with written notice provided to Clark County Public Health and the well locations marked on the final plat (Mylar).

The proposed development must connect to an approved public water system. A copy of the final acceptance letter from the purveyor or the equivalent must be submitted along with the final site plan.

If you have any questions concerning this letter, please contact Clark County Public Health at (564) 397-7244.

Sincerely,

**Jason Abraham**

Digitally signed by Jason  
Abraham  
Date: 2023.11.22 12:33:48  
-08'00'

Environmental Health Specialist

CC: Kristian Corbin, Senior Planner City of Vancouver  
Community Development Planning Department, City of Vancouver  
Travis Johnson, PLS Engineering



STATE OF WASHINGTON  
**DEPARTMENT OF ECOLOGY**

Southwest Region Office  
PO Box 47775, Olympia, WA 98504-7775 • 360-407-6300

March 8, 2024

Kristian Corbin, Senior Planner  
City of Vancouver  
Community & Economics Development  
PO Box 1995  
Vancouver, WA 98668

Dear Kristian Corbin:

Thank you for the opportunity to comment on the optional determination of nonsignificance/notice of application for the South Cascade Terrace Subdivision Project (PRJ-169060/LUP-83894) located at 1019 Southeast 192<sup>nd</sup> Avenue as proposed by Ginn Group LLC. The Department of Ecology (Ecology) reviewed the environmental checklist and has the following comment(s):

**HAZARDOUS WASTE & TOXICS REDUCTION: Garret Peck (564) 669-0836**

The applicant proposes to demolish an existing structure(s). In addition to any required asbestos abatement procedures, the applicant should ensure that any other potentially dangerous or hazardous materials present, such as PCB-containing lamp ballasts, fluorescent lamps, and wall thermostats containing mercury, are removed prior to demolition. It is important that these materials and wastes are removed and appropriately managed prior to demolition. It is equally important that demolition debris is also safely managed, especially if it contains painted wood or concrete, treated wood, or other possibly dangerous materials.

Please review the "Dangerous Waste Rules for Demolition, Construction, and Renovation Wastes," posted at Ecology's website, <https://ecology.wa.gov/Regulations-Permits/Guidance-technical-assistance/Dangerous-waste-guidance/Common-dangerous-waste/Construction-and-demolition>. The applicant may also contact Rob Rieck of Ecology's Hazardous Waste and Toxics Reduction Program at (360) 407-6751 for more information about safely handling dangerous wastes and demolition debris.

**SOLID WASTE MANAGEMENT: Derek Rockett (360) 995-3176**

All grading and filling of land must utilize only clean fill. All other materials may be considered solid waste and permit approval may be required from your local jurisdictional health department prior to filling. All removed debris resulting from this project must be disposed of at an approved site. Contact the local jurisdictional health department or Department of Ecology for proper management of these materials.

Kristian Corbin

March 8, 2024

Page 2

Ecology's comments are based upon information provided by the lead agency. As such, they may not constitute an exhaustive list of the various authorizations that must be obtained or legal requirements that must be fulfilled in order to carry out the proposed action.

If you have any questions or would like to respond to these comments, please contact the appropriate reviewing staff listed above.

Department of Ecology  
Southwest Regional Office

(JKT:202400620)

cc: Garret Peck, HWTR  
Derek Rockett, SWM

## **EXHIBIT K**

### Stormwater Report

\*\*Because of the size of the exhibit, it is not included with this report. The documents are available for review via email. Please email the case manager for this project to receive electronic copies of the requested exhibits.

## **EXHIBIT L**

### **Geotechnical Report**

\*\*Because of the size of the exhibit, it is not included with this report. The documents are available for review via email. Please email the case manager for this project to receive electronic copies of the requested exhibits.

## EXHIBIT M

**Corbin, Kristian**

---

**From:** David <rehmann.david@gmail.com>  
**Sent:** Sunday, February 25, 2024 7:47 PM  
**To:** Corbin, Kristian  
**Subject:** Re: South Cascade Terrace Subdivision

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

You don't often get email from rehmann.david@gmail.com. [Learn why this is important](#)

Good Morning Mr. Corbin,

Thank you for your reply. We are writing to you with a LOT of information. We are sincerely appreciative for your time and attention to what has become a very troubling issue for us; severely and negatively impacting our "livability, interaction, and sense of neighborhood". In short, we are gravely concerned about the additional cut-through traffic that the proposed South Cascade Terrace Subdivision will bring to our neighborhood of Cascade Estates (SE 195th Ave) given the current traffic control on SE 192nd Ave. Please do not simply refer our concern to Traffic Engineering. South Cascade Terrace traffic is being Engineered to through-trip/cut-through our neighborhood (please see Note[1] below). You have the authority - Please advocate for us and our neighborhood. Thank you.

The problem is, the proposed South Cascade Terrace development is only accessible to/from northbound SE 192nd Ave. To make matters worse, there are "NO U-TURN" signs on SE 192nd Ave both to the north AND south of the South Cascade Terrace access point (at SE 15th St, and at Westridge Ave, and at Mill Plain Ave). That means that South Cascade Terrace residents will have no reasonable choice other than to cut-through our neighborhood (SE 195th Ave) to access their homes (please see many examples below and please use GoogleTraffic or Waze or your app of choice to research - the roundtrip route from the proposed site address **always** includes a through-trip through our neighborhood residential street; in violation of VMC as described below).

Recently we went downtown to Vancouver City Hall to understand the classification and intended use of our neighborhood street, SE 195th Ave. We came away with an "Arterial Street System and Classification" map (published by the City of Vancouver), and we were shown that SE 195th Ave is classified as a "Minor Road" (page 10, not a "Neighborhood Circulator" or any other type of arterial, please see Note[2] below). We asked what the intended usage of our neighborhood street is and we were referred to VMC 40.350.030 (A.5.c) Functional Classifications for "Access Roads", which states that for our neighborhood residential street "**Through trips are discouraged**". **We were told that Traffic Engineering should be designing the traffic flow to conform to VMC and they should "Discourage Through Trips"**.

On the contrary - "Through Trips" through our neighborhood are the current solution for proposed South Cascade Terrace. South Cascade Terrace developer Chad Stewart recently paid for a traffic volume study on our neighborhood street, SE 195th Ave. Mr. Stewart claims that our street is capable of 1000 vehicles/day and that South Cascade Terrace residents will not push us over that number. Unfortunately Mr. Stewart inappropriately refers to VMC 11.80.040 C-1, which is the City's functional engineering specification - the construction quality standard - and not the roadway's legal usage as covered in VMC 40.350.030.

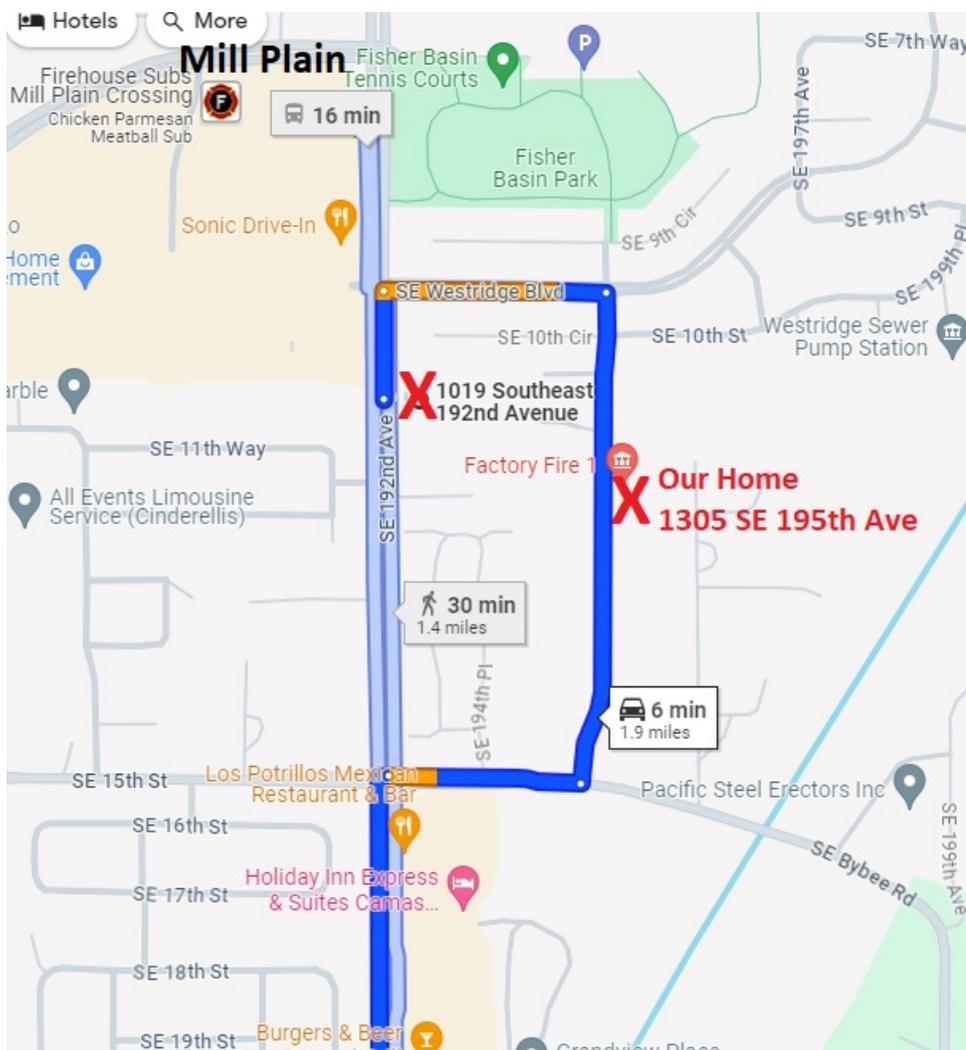
Our City's Transportation Improvement Plan (TIP) states that we will "manage vehicular traffic to encourage livability, interaction, and sense of neighborhood". Vancouver Municipal Code (VMC) stipulates that we will discourage cut-through traffic on our residential street, SE 195th Ave. The proposed South Cascade Terrace traffic flow will violate both our City's TIP and VMC. Traffic from South Cascade Terrace, a major arterial SE 192nd Ave address, is being Engineered

to through-trip our residential neighborhood. Our neighborhood residential street is being Engineered into our City's Traffic Flow Solution, and that is wrong. Please help us.

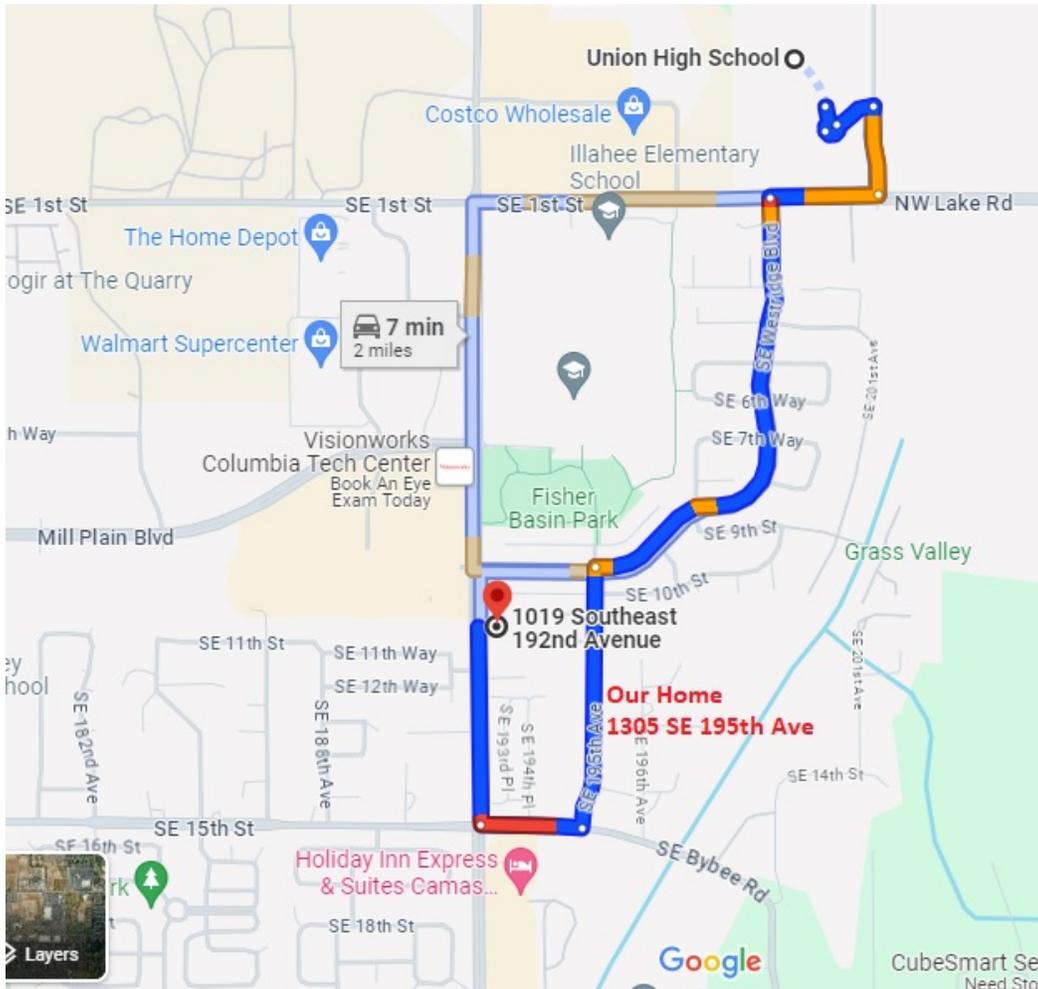
We sincerely appreciate your help,  
David and Susan Rehmann  
1305 SE 195th Ave

Note[1] City Traffic Engineer Bill Gilchrist wrote "I have been well aware for a number of years of the cut through traffic issue that exists on 195th Avenue in your neighborhood and I am sympathetic to your situation". Traffic Engineering wrote in response to our inquiry to the Mayor's Office "SE 195th Avenue is currently doing exactly what I would hope for. Detering traffic from using that street would only add more traffic to SE 192nd Ave and further congestion on that route". It is clearly evident that Traffic Engineering prioritizes SE 192nd Ave congestion over SE 195th Ave cut-through traffic, in violation of VMC and our City's TIP.

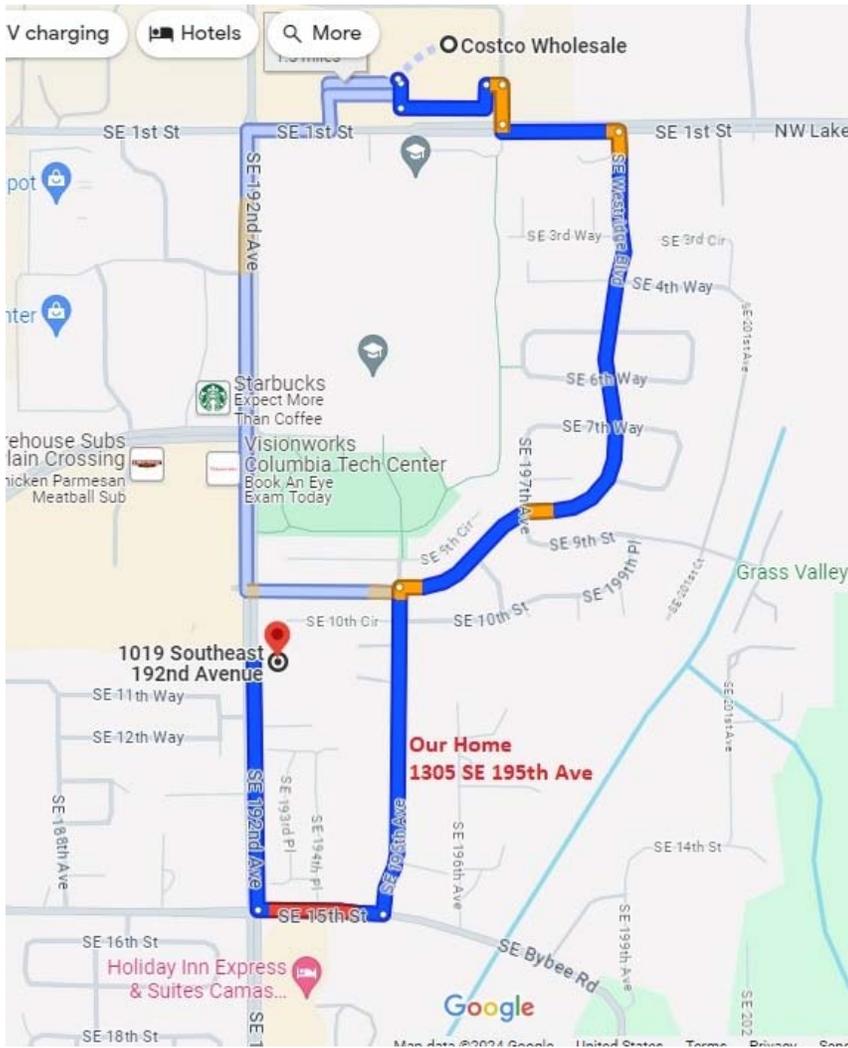
Note[2] It was noted that SE 195th Ave does not meet minimum Right Of Way (ROW) of 54' (per VMC 11.80.0404 Design Table C-1) required for a "Neighborhood Circulator" through the Westridge Neighborhood where ROW=50', and therefore can only be classified as a "Local Access" road. In ANY case, for ALL "Access Roads", "Through Trips" are to be discouraged - NOT engineered into the City's Traffic Flow Solution. Through Trips are definitely being engineered into our neighborhood with the proposed South Cascade Terrace development.



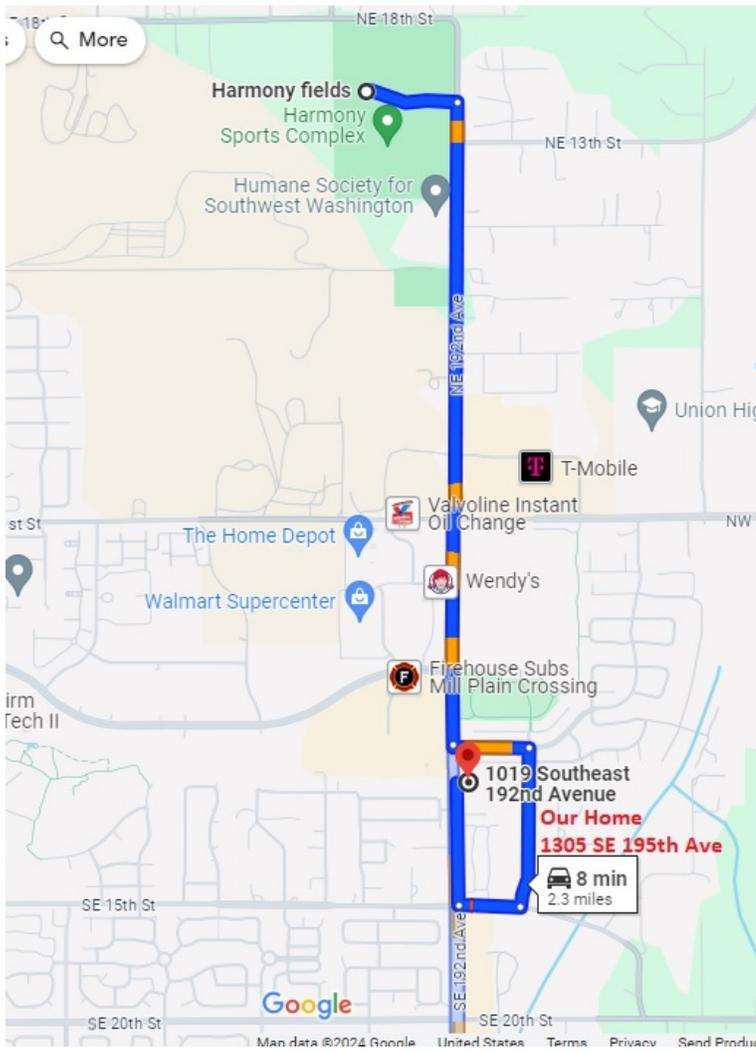
**Trips From South Cascade Terrace to all points south require a "Through Trip" through our neighborhood in violation of VMC 40.350.030**



Return trips from Union High School and all points north require a "Through Trip" through our neighborhood in violation of VMC 40.350.030



Return trips from Costco and all points north require a "Through Trip" through our neighborhood in violation of VMC 40.350.030



Return trips from Harmony Ball Fields and all points north require a "Through Trip" through our neighborhood in violation of VMC 40.350.030



Vancouver Arterial Atlas



Thank you for reading our lengthy email. This photo shows the result of speeding drivers leaving the roadway (again) on our neighborhood street shortly after our City NTSA completed installation of their comprehensive Traffic Calming solution. The NTSA told us they "have no more tools in their toolbox". We need your help to implement an Engineered Solution to our rat running problem. We need your help to halt being further Engineered into the Traffic Flow Solution.

On Thu, Feb 22, 2024 at 8:49 AM Corbin, Kristian <[Kristian.Corbin@cityofvancouver.us](mailto:Kristian.Corbin@cityofvancouver.us)> wrote:

Good morning David:

I am the point of contact for this proposal and yes, you can send me any questions or concerns that you may have on this one. I would be happy to provide you with any information you are looking for.

Take care,

**Kristian Corbin | Senior Planner  
City of Vancouver**

Community Development Department

Office: 360-487-7818

[cityofvancouver.us](http://cityofvancouver.us)



**NEW PERMIT CENTER HOURS:**

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**From:** David <[rehmann.david@gmail.com](mailto:rehmann.david@gmail.com)>  
**Sent:** Thursday, February 22, 2024 8:46 AM  
**To:** Corbin, Kristian <[Kristian.Corbin@cityofvancouver.us](mailto:Kristian.Corbin@cityofvancouver.us)>  
**Subject:** South Cascade Terrace Subdivision

You don't often get email from [rehmann.david@gmail.com](mailto:rehmann.david@gmail.com). [Learn why this is important](#)

**CAUTION:** This email originated from outside of the City of Vancouver. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Morning Mr. Corbin,

We are writing to you about the proposed South Cascade Terrace Subdivision. We understand you are the City's Project Manager on this development.

Are you our contact person for project impact concerns? Please let us know.

Thank You,

David & Susan Rehmann

## Corbin, Kristian

---

**From:** kathleenz24@aol.com  
**Sent:** Wednesday, March 6, 2024 3:02 PM  
**To:** Corbin, Kristian  
**Subject:** Fw: Concerns about South Cascade Terrace proposed subdivision traffic

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----- Forwarded Message -----

**From:** kathleenz24@aol.com <kathleenz24@aol.com>  
**To:** KathleenZ24@aol.com <kathleenz24@aol.com>  
**Sent:** Wednesday, March 6, 2024 at 02:58:32 PM PST  
**Subject:** Concerns about South Cascade Terrace proposed subdivision traffic

March 5, 2024

To Mr. Kristian Corbin,

My name is Kathleen Zygowicz and I live in Cascade Estates at 1103 SE 195<sup>th</sup> Ave. Camas, WA 98607. I am writing to you regarding the South Cascade Terrace Subdivision development and I am pleading with you to help us & do the right thing. My concerns & suggestion are:

- Increased traffic from South Cascade Terrace subdivision will through-trip/cut-through Cascade Estates: SE 195<sup>th</sup> Ave negatively impacting our neighborhood.
- South Cascade Terrace traffic is being engineered to through-trip/cut- through SE 195<sup>th</sup> Ave. Our residential street is also being engineered into our City's Traffic Flow Solution. This is a violation of Vancouver Municipal Code and City's Transportation Improvement Plan.
- Instead of directing traffic from South Cascade Terrace subdivision onto 195<sup>th</sup> Ave., consider U-TURN Signs on SE 192<sup>nd</sup> Ave. both to the north & south of the South Cascade Terrace access point (at SE 15<sup>th</sup> St., at Westridge Ave., and at Mill Plain Blvd).

I whole heartedly concur with the Feb 2024 email sent to you by my Cascade Estates (SE 195<sup>th</sup> Ave) neighbors David and Susan Rehmann. They took the time and effort to do

extensive research which they eloquently detailed, thoroughly documented & sent the information to you in an email in February 2024.

Sincerely,  
Kathleen Zygowicz  
Cascade Estates  
1103 SE 19<sup>th</sup> Ave.  
Camas, WA

## Corbin, Kristian

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**From:** Carole Robinson <crspin18@yahoo.com>  
**Sent:** Tuesday, February 27, 2024 9:04 AM  
**To:** Corbin, Kristian  
**Subject:** Land Use Hearing for South Cascade Terrace traffic flow concerns

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Good Morning Mr Corbin,

My husband and I were one of the first residents to build our home in 1991 on SE 195th Ave. At the time SE 195th was a dead end, going north, at a field. We were told at the time that SE 195th would remain a dead end. In the last 33 years, SE 195th is no longer a dead end, the surrounding area has grown and changed dramatically!

Along with new services provided, there has also been an incredible increase in traffic due to new neighborhoods. Our once peaceful road built for the 17 homes in our development, has turned into a cut-through, short cut freeway with most of the traffic exceeding the posted 25mph for all neighborhood traffic.

We understand providing homes for first time homebuyers. However, the South Cascade Terrace neighborhood is being built with traffic being routed down (S) at the expense of the livability of our neighborhood.

South Cascade Terrace is being engineered to cut through our neighborhood, SE 195th. The glaring problem is SCT is only accessible going N on SE 192nd. SCT is a right turn in, right turn out only. Therefore, SCT residents can only access their property by cutting through our neighborhood going S, before then going N on SE 192nd. SE 195th is classified as a Minor Road, not a Neighborhood Circulator or any other arterial. Since SCT will have 60 residents times 2 cars, times more than one trip per day, that's a significant increase in cut through traffic for our neighborhood!

This increase in traffic from SCT WILL cause a significant and adverse environmental impact on SE 195th Ave residents.

Why is the livability, peace and safety, of our neighborhood being taken for granted once again?

As you seriously consider the problems that the SCT cut through traffic will create through our neighborhood, I look forward to learning about your possible solutions.

Sincerely,

Carole Robinson  
1304 SE 195th Ave

## Corbin, Kristian

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**From:** Justifer Evans <justifer.evans@gmail.com>  
**Sent:** Wednesday, January 10, 2024 9:11 AM  
**To:** Corbin, Kristian; chad@ginngrp.com  
**Subject:** Questions re: PRJ-169060/PIR-83739 - South Cascade Terrace

You don't often get email from justifer.evans@gmail.com. [Learn why this is important](#)

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Hi Kristian & Chad;

As property owners (19305 SE 10th Cir) of an adjacent lot to the proposed development in the subject line of this email, we have a few questions and concerns that we are hoping can be answered / addressed before development plans are approved for Parcel 177228010, and would appreciate to be given the opportunity to state them publicly in any applicable forum.

Regarding request to rezone from R-9 to R-17:

- Quail Crossing (subdivision directly to the south of South Cascade Terrace proposal) is zoned and developed R-9 with detached single family homes. We invite zoning authorities to visit the neighborhood and observe the volume of cars parked on the street during hours where homeowners are typically at home. Then picture having twice as many residents. Spillover parking may affect the neighboring community. Where might that be expected, and what will be the anticipated change in pedestrian patterns?
- There is no common space, green space, or swales as part of the proposed design. While I'm confident the final design will meet all existing laws and codes, has water management / environmental impact been considered? Livability for those with children and pets?
- If there is a homeowners association related to the South Cascade Terrace subdivision, may there be limitations on activities considered risky due to the density of neighboring properties? (e.g. barbecues or recreational fires)

Regarding traffic ingress/egress of South Cascade Terrace:

- Will there be a new traffic light located at the entrance of the subdivision off 192nd Ave? If not, there is no U-turn at 192nd and Westridge Blvd. Motorists intending to egress this subdivision south on 192nd will expedite their route by taking three right turns, likely through Westridge Blvd and 195th Ave - both residential roads that will necessarily become thru-traffic. Residents wishing to walk to Fisher Basin park or Illahee, Shahala, or Union schools will be contending with this added traffic. We walk our children to and from school every day, crossing Westridge Blvd at 195th. Will there be improvements on Westridge Blvd to calm traffic or improve safety? Southbound ingress will be equally challenging for new residents, though probably not as dangerous or problematic.

Regarding the proposal with regards to City of Vancouver's comprehensive and strategic plans:

- We understand that increasing population density is a priority. We also understand that maintaining and improving our tree canopy city-wide is also a priority. Will this development maintain any existing trees or create any new canopy?
- There is an assumption that more volume will create affordability. Each lot is proposed to have >2000 sq-ft of livable space. The market for such square footage in this area supports a 550k-700k price point. If affordability

and housing mix were a true priority, livable square footage on (at least a subset of) lots would be smaller to attract buyers at more affordable price points. 1-2 bdrm bungalows would invite a different class of underserved buyers than two-story family homes. Has this been considered? Might it be part of the eventual mix of homes on the lot?

Regarding nearby developments:

- Neighbors of the 192nd and 15th proposal (PIR-83420) to rezone from R-6 to R-30 addressed community feedback to [tentative compromise on a revision to R-22](#). Key compromises influenced by existing residents included a reduction in building height (50ft to 40ft), tree retention (maintaining trees exceeding a specific diameter) and increased setbacks to existing properties (5ft to 35ft). We would be amenable in collaborating on similar design considerations.

Regarding Ginn group's work in existing Vancouver communities:

- Ginn has previously addressed some of these concerns for other developments, [publicly according to the Columbian](#). Selectively quoting from an article regarding Fircrest Meadows:
- "The pre-planning narrative shows that the project plans to have larger lots on its perimeter adjacent to the current single-family neighborhoods and smaller lots on its interior..."
- "In addition to homes, Ginn plans to retain a grove of trees that is on a slope..."
- "...There would be about an acre of the property set aside as common open space."

We are not presently aware of any comparable community consultations in the existing proposal of South Cascade Terrace, and are eager for Ginn group to consider and propose similar modifications.

We are not against redevelopment by any measure, but we do have some understandable concerns about the development as presently proposed. We agree that this parcel can be better utilized within the comprehensive and strategic plan of the city. Along with our immediate neighbors, we are uniquely impacted and want to make sure we are good neighbors and trust Ginn group is agreeable in building a positive, safe, and sustainable community.

Please let us know how we can continue to be of service in partnership. We have been in dialogue with our immediate neighbors and this email is meant to highlight our collective concerns.

Sincerely,  
Justin & Jennifer Evans

## Corbin, Kristian

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**From:** Edward Mathewson <epmath2@yahoo.com>  
**Sent:** Wednesday, March 6, 2024 3:10 PM  
**To:** Corbin, Kristian  
**Subject:** South Cascade Terrace Project

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**CAUTION:** This email originated from outside of the City of Vancouver. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Mr. Corbin, my name is Edward Mathewson and I and my wife reside at 1102 SE 195th Ave, Camas (which is actually in the city limits of Vancouver. Our backyard abuts the eastern boundary of the above referenced development project. I understand that you are the person to whom we should direct our inquiries and concerns about this project. From what we have seen, read and heard, this project has, effectively already been approved and your request for public input is simply a matter of complying with the law. That is disappointing to us and our neighbors. We would like to have some real input, but I guess our concerns are not to be taken seriously by the City. In any case, I will express those here in the hope that I am wrong and that the City will take them into consideration.

First of all, can you explain the reasons the City re-zoned the property where the project is to be built. My understanding was that property was zoned R-9 and now it appears about to be re-zoned to R-15 to accommodate the project. If that is so, my question is why would the City allow that? What factors went into that decision?

My second concern and, given that status of this project vis a vis the City, this is a major one and concerns the serious traffic intrusion the project will have on my street and the neighboring streets. I know you have been contacted by many of my neighbors expressing their concerns about this problem, but I have not heard any response from the City as yet. I know that you are aware that the lack of a southbound entrance and exit to the project will inevitably lead to vehicles leaving the project in a northbound direction, turning right on Westridge Blvd. and then turning south on our street to get to 15th Ave (Bybee) to access the southbound lanes on 192nd. What has your traffic engineers recommended to solve this issue? It would appear to us that you should require the creation of a U-turn light at Westridge Blvd. so that the people leaving the development can access southbound lanes on 192nd without having to travel through the neighborhoods. That should rightly be an expense to be borne by the developer. Our neighborhood should not have to bear the burden of significant additional traffic created by a developer who stands to make substantial money by developing property without proper traffic planning. Please tell me what the City plans to do about this.

As you can tell, we are very upset by this entire project. We know that we cannot stop it. At the very least, the City should not let the developer send hundreds of new vehicles down our street every day (for his benefit) when there is another solution.

Edward P. Mathewson epmath2@yahoo.com

## Corbin, Kristian

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**From:** ELLEN CHAN <cywellen@gmail.com>  
**Sent:** Wednesday, March 6, 2024 9:13 PM  
**To:** Corbin, Kristian  
**Subject:** South Cascade Terrace Subdivision; PRJ -169060/:UP-83894

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It is good news to hear more houses will be built in our city. I am glad that our city is a very good place to live in. to move in and to retire. Our city will also be getting more tax money which is excellent to run our city well. The owner and contractor will make a lot of money at the expense of the neighborhood.

To build 60 single-family houses in such a small lot will definitely increase the traffic of 192nd Ave which is already getting very busy. 60 houses means there will be about 120 cars and 180 residents considering 2 cars per family and 3 residents per house. Do you think it is too crowded and too tight? I think the number of houses should be reduced by at least 30 percent to 40 percent to create a healthier and more livable neighborhood so that there will be less disparity and less traffic jams in the area. There will be more open spaces which makes life more enjoyable.

Thanks for consideration for maintaining a very happy neighborhood.

Ellen Chan

## Corbin, Kristian

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**From:** DAVID TROUPE <jakeand5@comcast.net>  
**Sent:** Monday, March 11, 2024 12:46 PM  
**To:** Corbin, Kristian  
**Subject:** Proposed South Cascade Terrace Subdivision PRJ-169060/LUP-83894

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

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March 11, 2024

Dear Mr. Corbin,

As the residents of 19215 SE 10th Circle Parcel number 177496020 of Westridge Place Subdivision, we have obvious concerns and strong objections with the proposed development south of our lot. There are two properties, ours and our neighboring lot to the the East that will be largely negatively impacted by the constructing of a nearly solid 30 foot wall of buildings 5 feet off of our back property lines. To provide context; the distance from my back patio to one of these proposed units based upon a 5 foot rear setback is less than 20 feet total. A wall that will virtually eliminate direct sunlight to our entire southern exposed property and eliminate any natural light into our home as our master bedroom, master bath, kitchen, main living area, and daughters bedroom ALL face the to the south and this proposed wall of two story units. For obvious reasons south facing blinds would have to remain shut at all times.

When we purchased our home 20 years ago, we had no misgivings about the likelihood that the property behind us would one day be sold and developed into a neighborhood similar to Quail Crossing, a subdivision zoned R9, the same as the property behind us. It was safe and reasonable to consider then that there would be homes with back yards and front yards, trees, sidewalks, green grass and areas for families with children and pets to live and thrive, a sustainable, livable addition to the City of Vancouver. We have visited other GINN developments (Parkhouse Vista and Grove at 162nd} and were dismayed at what we saw and disappointed that the our City planners placed their stamp of approval on this type of development. We could not have imagined or predicted that the City of Vancouver would approve of or support a rezoning of this property or any other in creating a mass of concrete, asphalt and buildings devoid of trees, shrubs or grass.

We stand in opposition to the rezoning from R9 to R17 of the property for the reasons above and many more. However, if our concerns are ignored or disregarded and the City elects to approve the development of what will be certainly be some of the most expensive housing per square foot of living space in relation to lot size, ( noting this, in case there was any thought that this project was to increase the availability of affordable housing in Vancouver) we ask that you would approve the project under the following reasonable conditions:

- Reduce the number of Units to allow and accommodate for green space, water retention, tree canopy, areas for children and pets.
- Increase setbacks
- Increase lot size on property perimeter adjacent to current single family neighborhoods allowing for smaller lot sizes on the interior in a way that is compatible with the existing single family homes
- Require single story units on perimeter adjacent to current single family neighborhoods allowing for two story units on the interior

The GINN group has many projects that they have completed, are underway or in planning. Looking at their other projects we can see that they have other options for the development of the this property. Options that don't include building expensive project housing that does not improve our cities livability, or enhance our community. If the City of Vancouver is facing a housing shortage, the difference between 60 lots and 30 lots in a neighborhood is a drop in the bucket in solving this issue. I have been a proud employee of the City of Vancouver serving it's citizens as a firefighter for over 28 years. I have had a first hand, close up look at our city and watched neighborhoods that have thrived and neighborhoods that have not. Fires in high density housing with near zero lot lines is one of the greatest challenges that our fire department faces. Engine 9 is one of the busiest units in Vancouver but it's neighboring station 8 is even busier which make them some of the most unreliable fire units in the city. In the event of a fire in units like these with no built in fire suppression, the likely hood of extended response times and rapid fire spread to neighboring units should be considered a real concern and addressed. This of course is not just an East Vancouver problem, it extends to the entire city as population and population density increase. 192nd AVE and SE 15th ST is the wrong place for the development that has been proposed. Please say no to this rezoning request and the requested development.

David and Janel Troupe  
19215 SE 10th Circle

360-931-1556



Evergreen Public Schools

## Transportation Department

13909 NE 28<sup>th</sup> St. P.O. Box 8910 Vancouver, WA 98668-8910  
(360) 604-4950 Fax: (360) 604-4962

November 3, 2023

Lisa Harker  
PLS Engineering  
604 W Evergreen Blvd  
Vancouver, WA 98660

RE: South Cascade Terrace

Dear Lisa,

After reviewing the information you sent regarding the South Cascade Terrace Subdivision development at 1019, 1119, 1201 SE 192<sup>nd</sup> Ave, it is determined the proposed development falls within Union High School, Shahala Middle School and Illahee Elementary School.

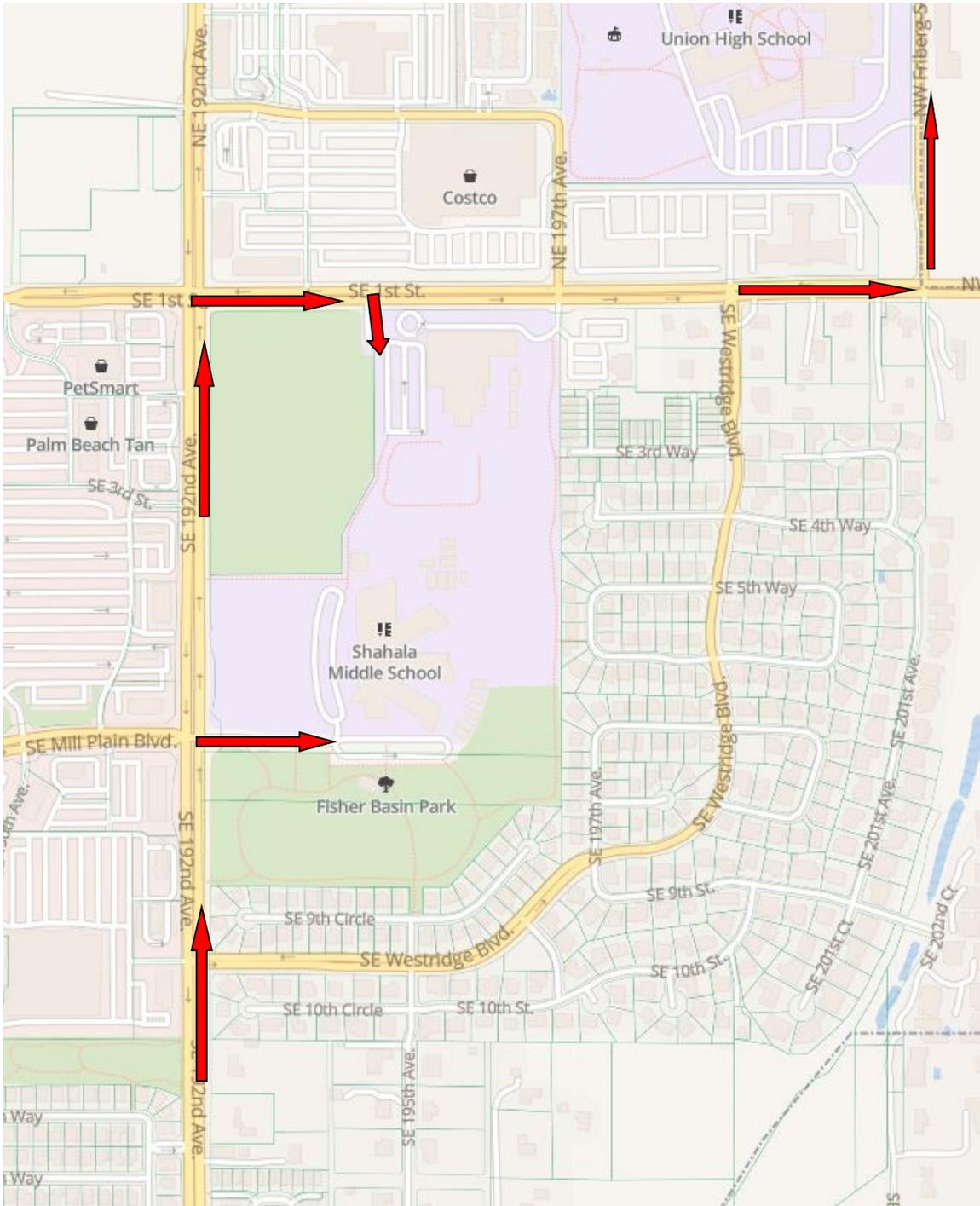
Evergreen School District does not provide busing for that area. It falls within the ½ mile walk out for Elementary School, and one mile walk out for Middle School and High School.

If you have any questions you can reach me at 360-604-4950 ext 1208.

Sincerely,

*Doreen Lane*

Doreen Lane  
Transportation Supervisor  
[Doreen.lane@evergreenps.org](mailto:Doreen.lane@evergreenps.org)



Walk path for students to Shahala MS, Illahee Elementary, Union HS from South Cascade Terrace

## EXHIBIT O

**Corbin, Kristian**

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**From:** David <rehmann.david@gmail.com>  
**Sent:** Tuesday, March 26, 2024 1:05 PM  
**To:** City Permit ePlans; Corbin, Kristian; Bowen, Clarissa  
**Subject:** Request for Procedural Appeal PRJ-169060/LUP-83894 Final DNS

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### **Request for Procedural Appeal per VMC 20.790.640(C)(1)(a) Final Determination of Nonsignificance (DNS)**

Case Number: PRJ-169060/LUP-83894 South Cascade Terrace Subdivision

Location: 1019, 1119 and 1201 SE 192nd Avenue, Vancouver Washington 98683

Applicant: Travis Johnson, PLS Engineering, 604 W. Evergreen Blvd. Vancouver, WA 98660

Contact: Chad Stewart, Ginn Group LLC, 502 NE 72nd Street, Vancouver, WA 98665

Property Owner: Teresa Mosbauer, 615 Deep Pond Rd., Osteen, Florida 32764

Petitioner: David & Susan Rehmann  
1305 SE 195th Ave  
Camas, WA 98607  
(residents City of Vancouver)

Signatures \_\_David Rehmann Susan Rehmann\_\_\_\_\_ March 26, 2024

**Right to appeal** based on submission of written testimony addressing cut-through traffic safety concerns in our neighborhood SE 195th Ave during comment period. This appeal became necessary after lengthy confusing email discussions with the City, leaving us frustrated and feeling unheard.

The Applicant's Traffic Study on our neighborhood street SE 195th Ave did not include Speed information (it was a Traffic Count only - please see image below). According to the NHTSA and AAA, vehicular speed is the leading cause of pedestrian death during collisions. Therefore it is not possible that our cut-through traffic safety concerns were even considered during the DNS decision process, since according to both the NHTSA and AAA decisions regarding traffic safety require knowledge of both traffic volume AND traffic speed. The Applicant's Traffic Study does NOT include speed information and, therefore, is incomplete information for demonstrating compliance with SEPA. This appears to be a procedural oversight that we are appealing to be reconsidered.

**Contextual Discussion of Appeal:** The root of the problem is that the proposed South Cascade Terrace development is only accessible to/from northbound SE 192nd Ave. Also, there are "NO U-TURN" signs on SE 192nd Ave both to the north AND south of the South Cascade Terrace access point (at SE 15th St, and at Westridge Ave, and at Mill Plain Ave). That means that South Cascade Terrace residents will have no reasonable choice other than to cut-through our neighborhood (SE 195th Ave) to access their homes (please see many examples below and please use GoogleTraffic or Waze or your app of choice to research - the roundtrip route from the proposed site address always includes a through-

trip through our neighborhood residential street; in violation of VMC as described below).

Recently we went downtown to Vancouver City Hall to understand the classification and intended use of our neighborhood street, SE 195th Ave. We came away with an "Arterial Street System and Classification" map (published by the City of Vancouver), and we were shown that SE 195th Ave is classified as a "Minor Road" (page 10, not a "Neighborhood Circulator" or any other type of arterial, please see Note[2] below). We asked what the intended usage of our neighborhood street is and we were referred to VMC 40.350.030 (A.5.c) Functional Classifications for "Access Roads", which states that for our neighborhood residential street "Through trips are discouraged". We were told that Traffic Engineering should be designing the traffic flow to conform to VMC and they should "Discourage Through Trips".

On the contrary - "Through Trips" through our neighborhood are the current solution for proposed South Cascade Terrace. South Cascade Terrace developer Chad Stewart recently paid for a traffic volume study (not speed) on our neighborhood street, SE 195th Ave. Mr. Stewart claims that our street is capable of 1000 vehicles/day and that South Cascade Terrace residents will not push us over that number. Unfortunately Mr. Stewart inappropriately refers to VMC 11.80.040 C-1, which is the City's functional engineering specification - the construction quality standard - and not the roadway's legal and intended usage as covered in VMC 40.350.030.

Our City's Transportation Improvement Plan (TIP) states that we will "manage vehicular traffic to encourage livability, interaction, and sense of neighborhood". Vancouver Municipal Code (VMC) stipulates that we will discourage cut-through traffic on our residential street, SE 195th Ave. The proposed South Cascade Terrace traffic flow will violate both our City's TIP and VMC. Traffic from South Cascade Terrace, a major arterial SE 192nd Ave address, is being Engineered to through-trip our residential neighborhood. Our neighborhood residential street is being Engineered into our City's Traffic Flow Solution, and that is wrong.

Note[1] City Traffic Engineer Bill Gilchrist wrote "I have been well aware for a number of years of the cut through traffic issue that exists on 195th Avenue in your neighborhood and I am sympathetic to your situation". Traffic Engineering wrote in response to our inquiry to the Mayor's Office "SE 195th Avenue is currently doing exactly what I would hope for. Detering traffic from using that street would only add more traffic to SE 192nd Ave and further congestion on that route". It is clearly evident that Traffic Engineering prioritizes SE 192nd Ave congestion over SE 195th Ave cut-through traffic, in violation of VMC and our City's TIP. In a March 12, 2024 email to the Appellant the City's Senior Planner, Kristian Corbin, stated "The City is actively discouraging trips along this road (SE 195th Ave)." The statement is contrary to the City's actions in this matter when it engineers the traffic from South Cascade Terrace to flow through our neighborhood SE 195th Ave.

Note[2] It was noted that SE 195th Ave does not meet minimum Right Of Way (ROW) of 54' (per VMC 11.80.0404 Design Table C-1) required for a "Neighborhood Circulator" through the Westridge Neighborhood where ROW=50', and therefore can only be classified as a "Local Access" road. In ANY case, for ALL "Access Roads", "Through Trips" are to be discouraged - NOT engineered into the City's Traffic Flow Solution. Through Trips are being engineered into our neighborhood with the proposed South Cascade Terrace development. That is wrong.

**Specific aspect of the decision and/or SEPA issue being appealed:**

1) Approval Criteria VMC 20.260.050(A)(6) Compatibility with adjacent uses. The concept plan must contain traffic management elements that limit conflicts between the planned development and adjacent uses.

The proposed development will generate numerous vehicular trips, including commute and deliveries, creating a significant noise and cut-through traffic safety issue. The Applicant conducted a VOLUME ONLY traffic study on SE 195th Ave which does NOT include Vehicle Speed information and, therefore, cannot address our previously communicated cut-through traffic safety concerns. The Applicant's Traffic Study does NOT include speed information and, therefore, is incomplete information for demonstrating compliance with SEPA.

2) Approval Criteria VMC 20.260.050(A)(7) All potential off-site impacts including ... noise, ... and traffic, will be identified and mitigated to the extent practicable.

Despite multiple requests to the City Planning Department, we have not received written assurance of the practicable permanent removal of both offending north and south SE 192nd Ave "NO U-TURN" signs. **Without written assurance from the City of the permanent removal - in perpetuity - of these two traffic flow restrictions, the issue remains virtually unmitigated.**

3) VMC 20.790.630(B) SEPA Policy, which assures all residents safe, healthful, ..., surroundings.

Routing additional cut-through traffic through our neighborhood SE 195th Ave annihilates our sense of neighborhood, the safety of pedestrians (see photos), and the safety of residents (see photos). Again, the Applicant conducted a VOLUME ONLY traffic study which does NOT address the safety concern associated with speeding cut-through traffic. The AAAfoundation.org states that every 10MPH vehicle speed increase results in a doubling of pedestrian fatality from collision - speed information is imperative to assessing risk. The Applicant's Traffic Study does NOT include speed information and, therefore, is incomplete information for demonstrating compliance with SEPA.

4) VMC 20.790.630(C) SEPA Policy, which assures that we attain the widest range of beneficial uses of the environment without degradation, risk to health or safety, or other undesirable and unintended consequences;

Routing additional traffic through our neighborhood SE 195th Ave severely increases risk to residents and pedestrians on SE 195th Ave. Included photos show the pedestrian use of our neighborhood is very HIGH. Included photos of high speed wrecks on our neighborhood street show that the risk to pedestrians is also HIGH. And if anyone tries to convince you that the speeding problem in our neighborhood has been solved, please see the most recent traffic study data generated by the City (11/17/2021 reproduced below) documenting speeds on our street up to 88.7MPH (58 vehicles traveling 30-35MPH and two vehicles were recorded at over 70MPH). We live on a 25mph residential street that has gone freeway. According to AAA, every 10MPH additional vehicle speed DOUBLES the safety risk of death to pedestrians. This is not an "enforcement issue"; Vancouver Police have told me that they simply cannot station a patrol car on our street to calm traffic. This is a Traffic Engineering issue. Each and every decision to route more traffic through our neighborhood increases our risk, decreases our safety, and annihilates our sense of neighborhood. Additionally, SE 195th is a major pedestrian thoroughfare for people and children from nearby neighborhoods walking to the local schools, parks and shopping areas. There is also a school bus stop at the corner of SE 195th Ave and 15th Street where children (and their parents) congregate every school morning and afternoon. The City's plan would put all of these people in significant danger from increased cut-through traffic from the project proposed by the City. The Applicant's Traffic Study does NOT include speed information and, therefore, is incomplete information for demonstrating compliance with SEPA.

The evidence relied on to prove the error:

- 1) Traffic Study City of Vancouver Traffic Engineering Dept. - SE 195th Ave 11/17/2021 "Daily Speed"
- 2) Traffic Study All Traffic Data Services - SE 195th Ave 01/24/2024 (Traffic Volume only - no Speed data)

**Attached Photos showing welcome pedestrian use of our neighborhood street**



SE 195th Ave is on the Vancouver Bike Route Map.



SE 195th Ave is on the "Safe Walking Route" Map for schools. Children walk to/from Illahee Grade School, Shahala Middle School, Union HS, and Fishers Basin Park at the north end of our street. We have children gathering at the school bus stop at the south end of our neighborhood street at SE 15th St.



Pedestrians mistake the moments of calm on our street as safe - yet the City has recorded cut-through traffic speeds as fast as 88.7MPH (AFTER the installation of speed bumps!). High pedestrian traffic mixing with high-speed cut-through vehicular traffic is a recipe for disaster.



Sidewalk ramps force some residents into the street where safety is in question.



Small children are not aware of the safety concern that additional speeding cut-through traffic presents.



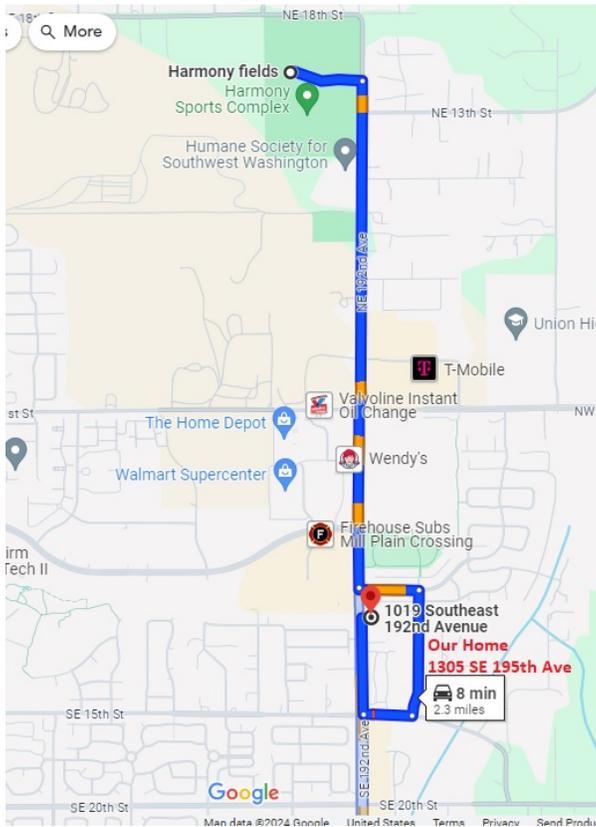
Our neighborhood was awarded the largest NTSA Traffic Calming grant at that time. Shortly after our City installed "traffic calming" devices, a high speed cut-through vehicle jumped the curb and flattened the warning sign.



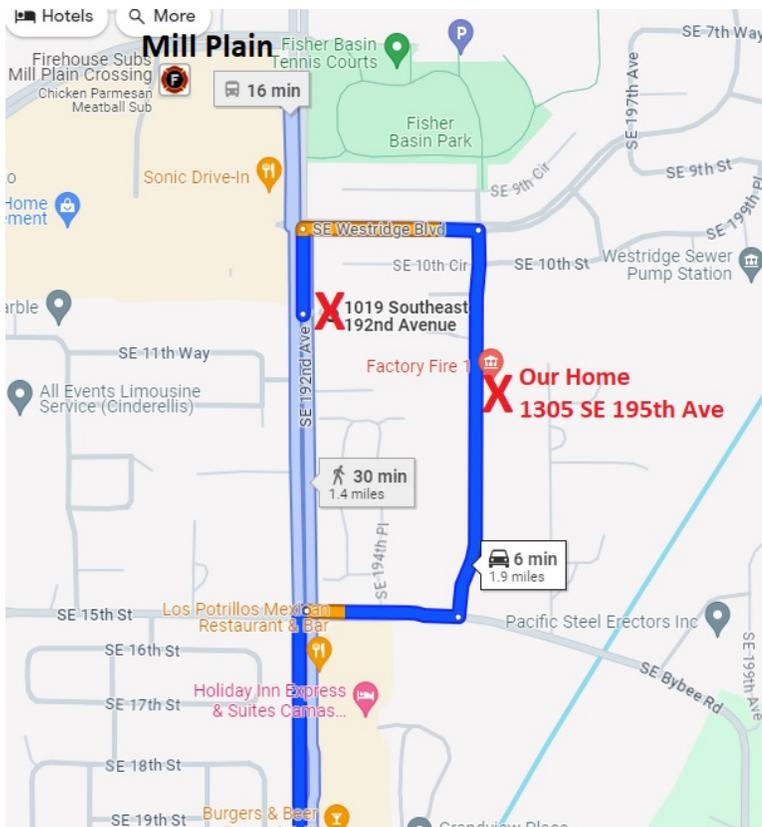
A high speed cut-through vehicle jumped the curb, crossed the sidewalk, and landed in our neighbor's yard.



A high speed cut-through vehicle jumped the curb and obliterated our neighborhood entryway. Scenes like this should not be allowed to mix with heavy pedestrian traffic. **It is imperative to consider vehicle SPEED as well as VOLUME when making SAFETY decisions.**



With the "NO U-TURN" signs in place, southbound South Cascade Terrace residents have no other choice than to cut-through our neighborhood to get home.



With the "NO U-TURN" signs in place, southbound South Cascade Terrace residents have no other choice than to cut-through our neighborhood to leave home.



**BEFORE THE HEARING EXAMINER  
FOR CITY OF VANCOUVER**

In the Matter of the Application of	)	NO. PRJ-169060/LUP-83894
	)	
	)	
<b>Ginn Group LLC</b>	)	<b>South Cascade Terrace Subdivision</b>
	)	
	)	
For Approval of a Subdivision and Rezone	)	FINDINGS, CONCLUSIONS,
and	)	DECISION, AND RECOMMENDATIONS
	)	
In the Matter of the Appeal of	)	
	)	
<b>David and Susan Rehmann</b>	)	
	)	
of the March 12, 2024 SEPA	)	
Determination of Non-Significance for the	)	
<u>Application</u>	)	

**SUMMARY OF DECISION AND RECOMMENDATIONS**

The appeal of the March 12, 2024 SEPA determination of non-significance for the South Cascade Terrace Subdivision is **DENIED**.

The Hearing Examiner recommends to the Vancouver City Council that the requested rezone of 4.46 acres at 1019, 1119, and 1201 SE 192nd Avenue from R-9 to R-17 and the associated subdivision of the land into 60 single-family residential lots be **APPROVED** subject to conditions.

**SUMMARY OF RECORD**

**Request:**

Ginn Group LLC (Applicant) requested a preliminary subdivision to divide 4.46 acres of land into 60 single-family narrow lots and a rezone of the property from R-9 Lower Density Residential to R-17 Lower Density Residential. The subject property is located at 1019, 1119, and 1201 SE 192nd Avenue, Vancouver, Washington.

Having reviewed the proposal as required under the State Environmental Policy Act, the City issued a final determination of non-significance (DNS) for the project on March 12, 2024. David and Susan Rehmann (Appellants) timely filed a procedural appeal of the DNS on March 26, 2024.

**Hearing Date:**

The Vancouver Hearing Examiner conducted a consolidated virtual open record hearing on the application and appeal on April 16, 2024. The record was held open through April 18, 2024 to allow any members of the public who experienced technology or access barriers to participation in the virtual hearing to submit written comments, with time scheduled for responses by the parties. No post-hearing public comment was submitted, and the record closed on April 18, 2024.

No in-person site view was conducted, but the Examiner viewed the subject property on Google Maps.

**Testimony:**

At the open record hearing the following individuals presented testimony under oath:

David Rehmann, Appellant

Kristian Corbin, Senior Planner, City of Vancouver

Ryan Lopossa, Transportation Manager, City of Vancouver

Eric Hann, Senior Civil Engineer, City of Vancouver

Chad Stewart, Director of Land Development, Ginn Group

Alexis Pam, Project Coordinator, Ginn Group

Jayson Taylor, Project Planner, PLS Engineering

Daniel Stumpf, Transportation Engineer, Lancaster Mobley

Edward Matthewson

Ruth Matthewson

Attorney Philip Gigler presented legal arguments on behalf of the City.

**Exhibits:**

The following exhibits were admitted in the record through the open record hearing process:

*City Exhibits (“C” Prefix)*

C1. Staff Report, with the following attachments:

A. Application

B. Applicant Narrative

C. Proposed Development Plans

D. SEPA Checklist

E. Notice of Application and Optional Determination of Non-Significance, dated February 9, 2024

F. Final Determination of Non-Significance, issued March 12, 2024

- G. Traffic Study by Lancaster Mobley, dated December 13, 2023
- H. Trip Calculations Worksheet, dated March 12, 2024
- I. Development Review Evaluation from Clark County Public Health, dated November 22, 2023
- J. Comment letter from Department of Ecology, dated March 8, 2024
- K. Stormwater Report
- L. Geotechnical Report
- M. Public Comment
- N. Evergreen School District letter, dated November 3, 2023
- O. Electronic Letter of Appeal submitted by David Rehmann, dated March 26, 2024
- C2. City PowerPoint Presentation
- C3. Memorandum from Daniel Stumpf, Lancaster Mobley, dated February 28, 2004 (Intersection Capacity Analysis)<sup>1</sup>

*Appellant Exhibits (“A” Prefix)*

- A1. Request for Procedural Appeal, dated March 26, 2024
- A2. Correspondence between Appellant and City Staff
- A3. Appellant PowerPoint Presentation

*Applicant Exhibits (“G” Prefix)*

- G1. Letter from Chad Stewart, Ginn Group, in response to SEPA appeal, dated April 15, 2024
- G2. Applicant PowerPoint Presentation

After considering the testimony and exhibits admitted in the record, the Hearing Examiner enters the following findings and conclusions:

**FINDINGS**

1. Ginn Group LLC (Applicant) requested a preliminary subdivision to divide 4.46 acres of land into 60 single-family narrow lots and a rezone of the property from R-9 Lower Density Residential to R-17 Lower Density Residential. The subject property is located at 1019, 1119, and 1201 SE 192nd Avenue, Vancouver, Washington.<sup>2</sup> *Exhibits C1.A, C1.B, and C1.C.*
2. The application was submitted on December 26, 2023 and deemed fully complete on

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<sup>1</sup> This study was referenced by the parties in testimony, but during deliberations, the undersigned realized for the first time it was not in evidence and requested that the record be supplemented to include it. The City provided the document, and it is therefore listed as a City exhibit.

<sup>2</sup> The subject property is comprised of Tax Parcel Numbers 177228010, 177228005, and 177228000. *Exhibits C1 and C1.C.*

February 1, 2024. *Exhibits C1 and C1.E.*

3. The subject property consists of three parcels containing a total of four single-family residences plus associated outbuildings. There are no known prior subdivision conditions that would apply to the proposed subdivision. All existing structures would be removed from the site. *Exhibits C1.B and C1.C.*
4. The subject property is zoned R-9 and has a Comprehensive Plan land use map designation of Urban Lower Density (UL). The purpose of the R-9 zone is “to accommodate detached single dwellings with or without accessory residential units at a minimum lot size of 5,000 square feet and a density of 5.9 to 8.7 units/net acre.” *Vancouver Municipal Code (VMC) 20.410.020.D.* The purpose of the UL Comprehensive Plan designation is to allow for “predominantly single-family detached residential development, with some allowances for duplexes, townhouses, and single-family homes on small lots using infill standards.” *Exhibit C1, page 9.*
5. The proposed R-17 zone is compatible with the UL Comprehensive Plan designation. *Exhibit C1.* The purpose of the R-17 zone is “to accommodate detached and attached single dwellings with our without accessory residential units at a minimum lot size of 2,000 square feet and a density of 8.8 to 21.8 units/net acre.” *VMC 20.410.020.E.*
6. With respect to allowed housing types, the primary difference between the R-9 and R-17 zones is that multi-family housing (limited to two-family, three-family, or four-family dwellings) is allowed in the R-17 zone, subject to the density limitation and development standards of the zone, whereas in the R-9 zone two-family dwellings (i.e., duplexes) are allowed but not three- or four-family dwellings. Both zones allow single-family attached and detached housing. *VMC Table 20.410.030-1.* In this case, single-family detached housing is proposed. *Exhibit C1.C; Jayson Taylor Testimony.*
7. Surrounding land uses include detached single-family residences zoned R-4 to the north, detached single-family residences zoned R-9 to the south, detached single-family residences zoned R-2 to the east, detached single-family residences zoned R-6 across SE 192nd Avenue to the west, and commercial development zoned MX to the northwest across SE 192nd Avenue. A parcel on the west side of SE 192nd Avenue a short distance south of the subject property was rezoned from R-6 to R-22 in 2023. *Exhibits C1 and G2; Chad Stewart Testimony.*
8. The proposed rezone is consistent with 2023 Vancouver Strategic Plan because it would place additional density where there is existing street infrastructure and transit service; increase housing options within the low-density residential area; increase housing affordability through small lot and unit sizes; place additional density near services and amenities such as parks, schools, and shopping; and provide energy-efficient homes. *Exhibits C1 and C1.B; City of Vancouver Strategic Plan, 2023-2029 Update.*<sup>3</sup>

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<sup>3</sup> <https://www.cityofvancouver.us/wp-content/uploads/2023/11/2023-2029-Vancouver-Strategic-Plan.pdf>

9. The proposed rezone is consistent with Comprehensive Plan policies that encourage higher density and more intense development in areas that are more extensively served by facilities (CD-2), encourage efficient land use and redevelopment of underutilized properties (CD-3), provide for a range of housing types and densities for all economic segments of the population (H-1), and encourage affordable housing (H-2). *Exhibit C1.B; City of Vancouver Comprehensive Plan.*
10. The Applicant identified the City's housing and affordability crisis as a change in circumstance warranting approval of the rezone. *Exhibit C1.B; see also Exhibit G2.*
11. Planning Staff identified the City's 2022 housing code update as a change in circumstance that would support approval of the rezone. *Kristian Corbin Testimony.* As described in the preamble to Ordinance M-4377, which created the R-17 zone in 2022, the update was designed to address the affordable housing challenges documented in the 2016 City of Vancouver Affordable Housing Task Force Report. *Ordinance M-4377.* Planning Staff submitted that the proposal is consistent with the goals of the update to add to the range of housing types, expand middle income and workforce housing choices and ownership opportunities, maintain neighborhood livability with incremental rather than wholesale change, provide housing options near schools and employment, and encourage efficient development in areas with existing public services. The proposed change from R-9 to R-17 represents an incremental change because multi-family residential development would be restricted to four units; large multi-family buildings would not be allowed. In this case, because detached single-family residences are proposed, the incremental change would be the reduced lot sizes. *Exhibit C1; Kristian Corbin Testimony.*
12. The subject property is generally flat. It does not contain any geologic hazards or surface waters and it is not within a wellhead protection area. *Exhibit C1.*
13. Consistent with the allowed density range of the proposed R-17 zoning designation (8.8 to 21.8 dwelling units per acre), the net density of the proposed subdivision (i.e., based on buildable area of 3.19 acres) would be 18.8 dwelling units per acre. *Exhibit C1.*
14. The R-17 development standards require a minimum lot area of 2,000 square feet, a maximum lot area of 5,000 square feet, a minimum lot width of 25 feet, and a minimum lot depth of 65 feet. *VMC Table 20.410.050-1.* Consistent with these standards, each lot would be at least 2,080 square feet in area but no more than 3772 square feet in area and would have a minimum width of 26 feet and a minimum depth of 80 feet. Compliance with other development standards such as lot coverage, setback, building height, parking, and landscaping would be verified at the time of building permit application. *Exhibits C1, C1.B, and C1.C.*
15. The Applicant proposes to develop the lots consistent with the zero lot line standards of VMC 20.910.050, which allow a side yard setback of zero feet on one side of the structure but require the setback on the adjacent lot to be either zero or at least five feet. The submitted site plan depicts that the building envelopes would meet this requirement; the proposed detached residences would be spaced at least five feet apart. VMC

20.910.050.B requires covenants guaranteeing that the minimum five-foot setback be kept free of permanent obstructions, and subsection (C) contains building wall requirements. Planning Staff's recommended conditions of approval include a plat note referencing the standards. *Exhibits C1, C1.B, and C1.C.*

16. The proposed lots would comply with the technical requirements for lot configuration contained in the subdivision ordinance. No flag lots are proposed, and each lot would have at least 20 feet of frontage. Side lot lines would run perpendicular to the adjacent streets. *Exhibit C1.C; VMC 20.320.070.*
17. Because the lots would be less than 40 feet wide, the narrow lot criteria of VMC 20.927.030 and the development standards of VMC 20.927.040 apply. The criteria require that conflicts on narrow lots be eliminated, that adequate guest parking be provided, and that solid waste and recycling collection and access be provided. The Applicant has submitted a narrow lot development plan showing that utilities, driveways, street trees, and other features have been located and designed to minimize conflicts with one another. With respect to parking, the narrow lot development standards require one guest parking space for each three narrow lots, which may be located on the street or in common parking areas. In this case, 20 guest parking spaces are required. The Applicant proposes to meet the requirement through street parking along one side of the internal loop road (30 spaces) and three spaces each within Tracts A, B, and C (nine spaces total). With respect to solid waste collection, collection areas would be available on the street in front of most of the lots. Grouped collection areas would be provided for the lots served by private access tracts A, B, and C, as authorized by VMC 20.927.040.A(3)(c). Planning Staff submitted that the narrow lot plan must be revised to show cart set-out locations within the driveways or on sidewalks along the looped road to ensure emergency access road width requirements are satisfied.<sup>4</sup> *Exhibits C1 and C1.C.*
18. Consistent with VMC 20.927.040.A(3)(c), the Applicant submitted a circulation plan demonstrating that the looped road and alley are adequate for collection vehicle circulation within the subdivision. *Exhibits C1 and C1.C.*
19. Access to the subdivision would be from a single right in/right out only entrance from SE 192nd Avenue. Access to individual lots would be from a proposed internal looped road (SE 12th Loop on the preliminary plat map<sup>5</sup>) or from private access tracts A, B, and C, each of which would serve four lots. No "blocks" would be created per VMC 20.320.070. Lots 35 through 48, at the center of SE 12th Loop, would have garages facing a rear alley, which, consistent with VMC 20.927.040.A(4), would have a right-of-way width of 20 feet and would connect to SE 12th Loop at both ends. The Applicant indicated in testimony that the alley would be public. *Exhibits C1 and C1.C; Jayson*

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<sup>4</sup> If collection areas are called out on sidewalks, the plan must provide sufficient information to demonstrate that the sidewalks would not be obstructed for all users. *VMC 20.927.040.A(3)(f).*

<sup>5</sup> Planning Staff submitted that the street name must be modified for consistency with the street naming requirements of VMC 11.04, with the north segment SE 11th Way, the south segment SE 12th Way, the west segment SE 193rd Place, and the east segment SE 194th Place. *Exhibit C1, page 22.*

*Taylor Testimony.* City Staff were open to either a private or public alley. *Eric Hahn Testimony.*

20. Southeast 192nd Avenue is designated a principal arterial street. It is fully improved along the subject property frontage, although existing driveway curb cuts and sidewalk deficiencies would need to be restored. Of note, the SE 192nd Avenue street section includes a center landscape island that prevents left turns into or out of the subject property. As proposed, all access to the subdivision would be right-in, right-out only. The Applicant's transportation analysis indicated that a right-turn pocket or taper is warranted at the proposed intersection. City Staff recommended that a right-turn pocket (not taper) be required to avoid sight distance issues for exiting vehicles and to reduce vehicle speeds across the sidewalk. *Exhibits C1 and C1.G.*
21. Southeast 192nd Avenue received a pavement overlay in November 2022 and, pursuant to VMC 11.80.100, is subject to a street cut prohibition through November 2027. The Applicant submitted and received City approval of a minor road modification to cut the pavement to install utility connections and other improvements. Staff's recommended conditions of approval address pavement restoration requirements. *Exhibit C1.*
22. All segments of the internal loop road would be designated loop/cul-de-sac streets, requiring 28 feet of pavement, vertical curbs, five-foot planter strips, and five-foot detached sidewalks within 50 feet of right-of-way per standard plan T10-16. The Applicant obtained City approval of a road modification request to reduce the right-of-way width to 48 feet and allow a rolled curb and five-foot curb-tight attached sidewalk on one side of the street. The opposite side of the street would be developed with a standard vertical curb and detached sidewalk. *Exhibits C1 and C1.C.*
23. The Applicant obtained City approval of a road modification request to reduce the driveway spacing requirement of VMC 11.80.110.B(1), which requires driveways providing access from non-arterial streets to be spaced a minimum of five feet from the nearest property line. The approved modification allows the driveways to be set back 1.5 feet from the nearest property line. *Exhibit C1.*
24. The Applicant submitted a professionally prepared transportation analysis dated December 13, 2022. The trip generation rates in the analysis were based on the Institute of Transportation Engineers (ITE) Trip Generation Manual, 11th Edition, utilizing Land Use Code 210 - Single-Family Detached Housing. Based on the ITE trip rates, the project is expected to add 570 average daily trips to the local street system (net of traffic generated by the existing residences on-site), including 43 AM and 57 PM peak hour trips. City Staff submitted that the Applicant's trip documentation satisfies the City's requirements for transportation and concurrency analysis. *Exhibits C1 and C1.G.*
25. The subject property is located within the #418 Transportation Analysis Zone. The project would add PM peak hour trips to several Transportation Management Zone corridors, including Mill Plain Blvd, 164th/162nd Avenue, NE 18th Street, 136th/138th Avenue, and 192nd Avenue. Based on this trip distribution, the Applicant would be

required to pay concurrency monitoring fees of \$1,500. *Exhibits C1, C1.G, and C1.H*

26. The subdivision would add PM peak hour trips to several intersections with proportionate share mitigation projects, including SE 176th/SE 20th, NE 192nd/NE 13th, SE 192nd/SE 34th, 192nd Ave/SR-14, NE 187th/NE18th, NE 162nd/NE 9th, NE 192nd/NE 9th, and NE 187th/SE 1st. Based on the subdivision's traffic impact to these intersections, the Applicant would be required to pay a total of \$33,500 in proportionate share mitigation fees. *Exhibits C1, C1.G, and C1.H.*
27. In addition to the concurrency modeling fees and proportionate share mitigation fees, the Applicant would be required to pay traffic impact fees pursuant to VMC 20.915 for the Cascade transportation zone. The fee would be calculated based on the rate in effect at the time of building permit application and collected prior to building permit issuance. *Exhibits C1 and C1.H.*
28. Pursuant to VMC 11.70.090, the segment of 192nd Avenue between SR-14 and NE 18th Street is designated as a Category 1 Concurrency Corridor, which stipulates that the corridor is operating at or above the City's adopted level of service standards. Based on the Applicant's documentation, the proposed development will add 36 new PM peak hour trips to this corridor, a number which is not anticipated to cause the corridor to drop below the adopted level of service standard. *Exhibits C1 and C1.G.*
29. In addition to the trip generation analysis, the Applicant's transportation engineer prepared an intersection capacity analysis dated February 28, 2024 to evaluate the effect of removing U-turn restrictions from the intersection of SE 192nd Avenue and SE Westridge Blvd to the north of the subject property and from the intersection of SE 192nd Avenue and SE 15th Street to the south of the subject property. Due to the right-in/right-out design of the subdivision and the configuration of the surrounding street network, the presence of U-turn restrictions on SE 192nd Avenue would be expected to cause southbound traffic to or from the site to make a loop using SE 195th Avenue to change direction. Southeast 195th Avenue runs through a lower-density single-family residential neighborhood to the east of the subject property. The result of the intersection capacity analysis was that removal of the U-turn restrictions would not lower the level of service (LOS) of either of the intersections based on traffic projections to year 2031; the intersection of Westridge Blvd and SE 192nd Avenue would operate at LOS B with or without the U-turn restriction, and the intersection of SE 15th Street and SE 192nd Avenue would operate at LOS C with or without the U-turn restriction. Further, both intersections would have sufficient left-turn lane storage capacity to permit U-turns. *Exhibit C3.* Based on this analysis, the City has already removed the U-turn restriction from the intersection of SE 192nd Avenue and Westridge Blvd and is considering removing the U-turn restriction from the intersection of SE 192nd Avenue and SE 15th Street. *Exhibit G2; Ryan Lopossa Testimony.*
30. In the summer of 2015, the City installed traffic calming devices (a series of speed tables) along the SE 195th corridor. Based on traffic data collected prior to installation and in subsequent years, the traffic calming has been successful in reducing traffic speeds and

traffic volume. Prior to installation, the 85th percentile speed was 31 miles per hour and the traffic volume was 1,078 trips per day. In the fall of 2015 after installation, the 85th percentile speed was 26 miles per hour and the traffic volume was 627 trips per day. Speed and volume data collected in 2016 and 2021, and volume data collected in 2024, support that the reduced traffic speeds and volumes have been maintained. In January of 2024 the traffic volume was only 481 vehicle trips per day. *Testimony of Ryan Lopossa and Daniel Stumpf.* The City's Transportation Manager expects that with the traffic calming in place, drivers are likely to choose to use SE 192nd over SE 195th. *Ryan Lopossa Testimony.*

31. Transit service is available to the subject property. C-Tran operates bus routes along SE 192nd Avenue, with the nearest stop approximately 315 feet north of the subject property. Bus rapid transit along SE Mill Plain Blvd is available approximately one-half mile from the subject property. *Exhibit C1.B.*
32. The proposed subdivision would connect to the municipal water system through an existing water main in 192nd Avenue. Planning Staff submitted that the Applicant's preliminary plans indicate the ability to comply with the City's water requirements. *Exhibits C1 and C1.C.*
33. Existing septic systems on-site would be decommissioned, and the lots of the proposed subdivision would be connected to the municipal sewer system through an existing sewer located to the south of the subject property within a public sewer easement. The sewer would be upsized and extended through the site via an easement between proposed Lots 5 and 6. Because the subdivision would be served by the Fisher's Grove Pump Station, a fee of \$635 per equivalent dwelling unit would be due at the time of connection. *Exhibits C1, C1.C, and C1.I; Chad Stewart Testimony.*
34. The Fire Department reviewed the proposal and submitted that with recommended conditions the proposal would meet the requirements of VMC Title 16 and the International Fire Code. The Fire Department's recommended conditions of approval require a fire response plan and address fire hydrants, fire apparatus access, and signage. *Exhibit C1.*
35. The soils on-site were evaluated by a geotechnical engineer and determined to be suitable for infiltration. All stormwater runoff would be infiltrated on-site through proposed infiltration trenches. Media filter cartridges would be used to treat runoff from pollution-generating surfaces prior to infiltration. All stormwater improvements would be designed consistent with the City's stormwater ordinance and Department of Ecology requirements. *Exhibits 1, C1.K, and C1.L.*
36. The Applicant has submitted a preliminary erosion control plan. To ensure consistency with VMC 14.24, Planning Staff recommended as a condition of approval that a stormwater pollution prevention plan be submitted prior to civil plan approval. *Exhibit C1.*

37. Pursuant to VMC Title 20.770.080, a minimum tree density of 30 tree units per acre is required, which may be satisfied by existing trees, replacement trees, or a combination of existing and replacement trees. There are currently 57 trees on the subject property, all of which would be removed from the site due to conflict with utilities, building envelopes, and other subdivision features. The Applicant proposes to meet the tree density requirement by planting 134 tree units of trees on-site. City Staff recommended that the Applicant revise the landscape plan to reflect species on the City's approved tree list and recommended that tree protection measures for off-site trees be shown on the final grading plans. *Exhibits C1 and C1.C.*
38. Consistent with VMC 20.925, at least 10% of the net area of each lot must be landscaped, and street trees are required along all public and private street frontages. The Applicant has submitted a preliminary landscaping plan demonstrating compliance with the street tree requirement. Compliance with the landscaping requirements applicable to individual lots would be verified at the time of building permit review. *Exhibits C1 and C1.C.*
39. Although no common open space is proposed on-site (and none is required by ordinance), private open space would be provided on the lots and Fisher Basin Park is within walking distance of the subject property. The Applicant would mitigate park impacts by paying park impact fees for Park Impact Fee District C pursuant to VMC 20.915. The fee would be calculated based on the rate in effect at the time of building permit application and collected prior to building permit issuance. *Exhibits C1 and G2 (vicinity map); VMC 20.915.*
40. The subject property is within the Evergreen School District. Families with school-aged children living in the plat would be served by Illahee Elementary School, Shahala Middle School, and Union High School. Because the subject property is within one-half mile of the elementary school and within one mile of the middle and high schools, the School District does not provide bus service to the area. *Exhibit C1.N.* There are continuous sidewalks between the subject property and the three schools. *Testimony of Chad Stewart and Kristian Corbin.* The Applicant would mitigate impacts to schools through payment of impact fees pursuant to VMC 20.915. *Exhibit C1.*
41. The Applicant had an archeological predetermination report prepared for the site, which did not find evidence of archaeological materials. Planning Staff recommended that the project be conditioned to include a note on the final plat requiring notice to be provided to the City and to the Washington State Department of Archaeology and Historic Preservation if cultural resources are found, consistent with VMC Title 20.710.090. *Exhibit C1.*
42. Pursuant to the State Environmental Policy Act (SEPA), the City of Vancouver acted as lead agency for review of environmental impacts caused by the proposal. After review of the Applicant's environmental checklist (which described, among other things, the proposed access to the subdivision, proposed transportation improvements, the project's trip generation, and traffic mitigation) and application materials, Planning Staff issued a notice of application, remote public hearing, and optional determination of non-significance

(ODNS) on February 9, 2024, which specified a comment period ending March 11, 2024. *Exhibit 1C.E and 1C.D.* Comments were submitted by the Department of Ecology and from members of the public, including the Appellants. *Exhibits 1C.J and 1C.M.* The City issued a final DNS on March 12, 2024. The DNS specified a 14-day appeal deadline ending March 26, 2024. *Exhibit 1C.F.* David and Susan Rehmann (Appellants) timely filed a procedural appeal of the DNS per VMC 20.790.640.C(1)(a) on March 26, 2024. *Exhibit A1.*

43. The errors alleged in the DNS on appeal included the following (paraphrased):
- The SEPA determination was based on inadequate information because the Applicant’s traffic study (referring to traffic counts taken in January of 2024 on SE 195th) did not address traffic speeds on SE 195th, a safety consideration.
  - The Applicant did not demonstrate compliance with the planned development approval criteria set forth in VMC 20.260.050.A(6), which require traffic management to limit conflicts with adjacent uses, and which require traffic impacts to be mitigated to the extent practicable.
  - The addition of traffic through the SE 195th corridor would be inconsistent with City SEPA policies (VMC 20.790.630) which “assure for all people of Washington safe, healthful, productive and aesthetically and culturally pleasing surroundings” (subsection B) and which “attain the widest range of beneficial uses of the environment without degradation, risk to health or safety, or other undesirable and unintended consequences” (subsection C).

*Exhibit A1.*

44. In support of the appeal, the Appellants submitted SE 195th Avenue traffic data recorded in 2021, which indicated that while the 85th percentile speed was 25 miles per hour, some drivers did speed and the highest speed recorded was 88 miles per hour. The Appellants also submitted traffic data collected in 2024 to demonstrate that it included traffic counts but not a speed analysis. Evidence submitted by Appellants included photos of an accident that occurred after the traffic calming was installed, in which a speeding vehicle jumped the curb and crossed the sidewalk into a neighbor’s yard. *Exhibits 1C.O, A.1, A.2, and A.3.* The Appellants requested that additional traffic study be conducted, that a traffic mitigation plan be implemented prior to construction (with suggested mitigation to include permanent removal of both U-turn restrictions on SE 192nd Avenue), and that the project be redesigned such that there would not be project-generated trips along the SE 195th corridor. *David Rehmann Testimony; Exhibit A1.*
45. The City argued that the Appellants’ arguments are inconsistent with a “procedural” appeal, which the City interprets as being limited to issues such as notice and timing. The City also argued that speeding is regulated through speed limits and not SEPA. *Philip Gigler Argument.* The Applicant also argued that the procedural appeal must be limited to procedural issues, and further noted that the planned development approval criteria referenced in the statement of appeal do not apply to the proposed development because the proposal is not a planned development. *Exhibit G1; Chad Stewart*

*Testimony.*

46. Although objecting to the Appellants' arguments as being outside the proper scope of a procedural SEPA appeal, the City provided the testimony of the City's transportation manager, Mr. Ryan Lopossa, in response. Mr. Lopossa does not consider there to be a traffic safety issue on SE 195th Avenue, as speeds are consistent with the posted speed limit, the WSDOT collision database does not show any officer-reported collisions from 2015 to 2023, and there are sidewalks on both sides of the street. Mitigation has already been implemented along the SE 195th Street corridor, which was successful in reducing traffic volume and traffic speed (see Finding 30 for details of Mr. Lopossa's testimony on traffic calming). With respect to the SEPA threshold determination process, Mr. Lopossa reviewed and was satisfied with the completed environmental checklist. *Ryan Lopossa Testimony.*
47. Public comment on the application included concerns that there would not be a homeowners' association and CC&Rs, that street parking would prevent fire access, that the units would be used as short-term rentals, and that there would be traffic impacts on SE 195th Avenue. There was objection to the proposed density and lack of open space. The Appellants, during the public comment portion of the hearing, requested that the project be conditioned on permanent removal of the U-turn restrictions on SE 192nd Avenue to discourage project-generated traffic from using SE 195th Street. *Testimony of Edward Matthewson, Ruth Matthewson, and David Rehmann; Exhibit I.M.*
48. In response to public comment, City Staff submitted that, with parking on one side of the proposed internal streets, there would be sufficient road width for emergency and waste collection vehicles. *Kristian Corbin Testimony.* The City cannot guarantee permanent removal of the U-turn restrictions because they might be needed in the future to address traffic operational issues. *Eric Hahn Testimony.* With respect to short-term rentals, the City now requires a short-term rental permit. *Kristian Corbin Testimony.* The proposed subdivision would be governed by CC&Rs and a homeowners' association. *Chad Stewart Testimony.*
49. Having heard all testimony, the City maintained its recommendations for denial of the SEPA appeal and approval of the rezone and subdivision subject to the conditions in the staff report. *Exhibit I; Kristian Corbin Testimony.* Applicant representatives waived objection to the recommended conditions. *Testimony of Chad Stewart and Jayson Taylor.*

## CONCLUSIONS

### **Jurisdiction:**

The Hearing Examiner has jurisdiction to review and make a recommendation to City Council on the rezone - a Type IV application - pursuant to VMC 20.285.040.C(2).

Per Vancouver Municipal Code 20.210.020 Table 20.210-1, preliminary subdivisions are Type III development applications, which are decided by the Hearing Examiner. Pursuant to VMC

20.210.020.D, when more than one permit is required for a given proposal, all applications are consolidated into a single review subject to the highest type of procedure that applies to any of the applications. Thus, the Hearing Examiner also has jurisdiction to issue findings and a recommendation to City Council on the subdivision application.

Pursuant to VMC 20.970.640.D, SEPA appeals must be consolidated with the hearing on the underlying governmental action. VMC 20.970.640.F(2)(b) grants the Hearing Examiner jurisdiction to issue a final decision on SEPA procedural appeals.

**SEPA:**

The State Environmental Policy Act (Chapter 43.21C RCW or “SEPA”) specifies the environmental review procedures the City must follow for proposals that may have an impact on the environment. *RCW 43.21C.030(b)*. The SEPA threshold determination is a determination as to whether a proposal is “likely to have a probable significant adverse environmental impact.” *WAC 197-11-330*. The lead agency must make its threshold determination “based upon information reasonably sufficient to evaluate the environmental impact of a proposal.” *WAC 197-11-335*; *see also Moss v. City of Bellingham*, 109 Wn.App. 6, 14, 31 P.3d 703 (2001). When making the impact determination, the lead agency must consider mitigation measures that the agency or Applicant will implement, including any required by adopted development regulations, comprehensive plans, or other adopted laws. *WAC 197-11-330*.

The City’s procedures for appealing a SEPA threshold determination are set forth in VMC 20.790.640. Pursuant to VMC 20.790.640.C(1), procedural appeals “shall consist of an appeal of the responsible official’s compliance with the provisions of SEPA, the SEPA rules,<sup>6</sup> and this Chapter with respect to the following:

- a. Determination of non-significance;
- b. Determination of significance;
- c. Adoption or issuance of a Final Environmental Impact Statement.”

*VMC 20.790.640.C(1)*.

VMC 20.790.640.B specifies that the City’s appeal procedures are to be constructed consistently with RCW 43.21C.075.<sup>7</sup> RCW 43.21C.075, in describing appeal procedures, distinguishes between procedural determinations and substantive determinations, with an appeal of a procedural determination including “the adequacy of a determination of significance/non-significance or of a final environmental impact statement.” *RCW 43.21C.075(3)(a)*. The question of the adequacy of a threshold determination requires consideration of facts relating to the environment. Thus, the Hearing Examiner is not persuaded by City arguments that a “procedural” appeal precludes discussion of facts other than those relating to the procedures of

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<sup>6</sup> The City has explicitly adopted by reference many of the SEPA rules, including WAC 197-11-060 (content of environmental review), WAC 197-11-158 (reliance on existing plans, laws, and regulations), WAC 197-11-330 (threshold determination process), and WAC 197-11-660 (appeals). *VMC 20.790.610*; *VMC 20.790.110*; *VMC 20.790.210*.

<sup>7</sup> The specific citation given - 43.21.075 - appears to be in error, as the SEPA appeal procedures are codified in RCW 43.21C.075. RCW 43.21.075 (without a letter) does not exist.

timing and notice. The procedure at issue is the responsible official's decision to issue a particular threshold determination.

The City's SEPA procedural determination is entitled to substantial weight, and the burden is on the Appellant to establish a violation of SEPA, the SEPA rules, or the provisions of VMC 20.790. *VMC 20.790.640.F(2)(a)(1)(d)*.

**Rezone Criteria for Review:**

Pursuant to VMC 20.285.060, the approval criteria for a standalone zoning map amendment (i.e., a map amendment not involving a comprehensive plan amendment) require demonstration of the following:

1. How the proposal is more consistent with applicable policies of the Vancouver strategic plan and comprehensive plan than the existing designation; and
2. That a change in circumstances has occurred since the existing designation was established.

**Subdivision Criteria for Review:**

Pursuant to VMC 20.320.040, to obtain approval of a preliminary subdivision, the Applicants must demonstrate compliance with the following criteria:

- A. Public facilities provision. Appropriate provisions to the extent necessary to mitigate an impact of the development have been made for transportation, water, storm drainage, erosion control and sanitary sewage disposal methods that are consistent with the City's current ordinances, standards and plans;
- B. Proposed improvements. Appropriate provisions have been made for proposed streets, alleys and public ways, utilities and other improvements that are consistent with the City's current ordinances, standards and plans, and Department of Health and/or Washington State Department of Transportation standards and plans, where applicable;
- C. Open space and dedications. Appropriate provisions to the extent necessary to mitigate an impact of the development have been made for open space, parks, schools, dedications, easements and reservations;
- D. Physical characteristics. The design of the proposed short subdivision or subdivision site has taken into consideration the physical features of the site, including but not limited, to topography, soil conditions, susceptibility to flooding, inundation or swamp conditions, steep slopes or unique natural features such as wildlife habitat or wetlands;
- E. Re-platting of existing subdivisions. When re-platting an existing subdivision, the short subdivision or subdivision shall comply with all of the terms and conditions of the existing subdivision's conditions of approval;
- F. Compliance with all requirements of this title. The proposed short subdivision or subdivision complies with all applicable requirements of this title unless modified through the approval; and

- G. Compliance with State requirements. That the proposed short subdivision or subdivision complies with the requirements of RCW 58.17.110.
- H. Narrow Lot Additional Criteria. Land divisions which contain one or more residential lots having a width of less than 40 feet shall meet additional criteria of VMC 20.927.030.A, B, and C.

**Narrow Lot Development Approval Criteria:**

Pursuant to VMC 20.927.030, in order for the City to grant approval of a preliminary short subdivision or subdivision that proposes narrow lots, the Applicant shall demonstrate compliance with the following criteria:

- A. Conflicts on narrow lots shall be eliminated. The development has been designed to eliminate conflicts between on-site and off-site improvements and features associated with narrow lots. Specifically, the location, size, and design of features including driveways, public and private utilities (water, fire hydrants, sewer, roof infiltration, gas, cable, phone, electricity, etc.), on-street parking spaces, street trees, existing trees, light poles, common mailboxes, street signs, etc., shall be considered in the design of the development and coordinated to eliminate conflicts with one another and meet minimum spacing requirements.
- B. Adequate guest parking shall be provided. The development has been designed to provide for at least one guest parking space for every three narrow lots in the development. Such spaces may be located on-street (on local access or loop classification roadways only) or in common parking areas subject to the development standards of VMC 20.927.040.A(2).
- C. Solid waste and recycling collection and access shall be provided. The development shall be designed to provide for safe access and maneuvering by solid waste and recycling collection vehicles to designated collection points for each lot.

**RCW 58.17.110 requires as follows:**

- (1) The city, town, or county legislative body shall inquire into the public use and interest proposed to be served by the establishment of the subdivision and dedication. It shall determine: (a) If appropriate provisions are made for, but not limited to, the public health, safety, and general welfare, for open spaces, drainage ways, streets or roads, alleys, other public ways, transit stops, potable water supplies, sanitary wastes, parks and recreation, playgrounds, schools and schoolgrounds, and shall consider all other relevant facts, including sidewalks and other planning features that assure safe walking conditions for students who only walk to and from school; and (b) whether the public interest will be served by the subdivision and dedication.
- (2) A proposed subdivision and dedication shall not be approved unless the city, town, or county legislative body makes written findings that: (a) Appropriate provisions are made for the public health, safety, and general welfare and for such open spaces, drainage ways, streets or roads, alleys, other public ways, transit stops, potable water supplies, sanitary wastes, parks and recreation, playgrounds, schools and schoolgrounds and all other relevant facts, including sidewalks and other planning features that assure safe walking conditions for students who only walk to and from

school; and (b) the public use and interest will be served by the platting of such subdivision and dedication.

**Conclusions Based on Findings:**

*SEPA Appeal*

1. The Appellants have not satisfied their burden of proving that the City's decision to issue a DNS was in error. The Appellants did not explicitly allege that a different threshold determination - such as a determination of significance (requiring preparation of an environmental impact statement) - is warranted. Lacking evidence from a qualified transportation professional capable of disputing that provided by the Applicant and accepted as adequate by the City, the record does not support a conclusion that the project would result in impacts that are probable, significant, and adverse as those terms are used in SEPA. The City based its decision on sufficient environmental information, including the environmental checklist and professionally prepared traffic reports. Based on previous complaints regarding cut-through traffic, the City has already installed traffic calming on SE 195th Avenue, and those measures have been successful. The City has also removed one of the U-turn restrictions on SE 192nd Avenue. The Appellants have not pointed to authority vested in the Hearing Examiner to direct the removal of the remaining U-turn restriction, nor authority for an Examiner-imposed requirement for the City to provide permanent assurance that U-turn restrictions would not be reimposed in the future if circumstances warrant. The Hearing Examiner is not convinced that updated traffic speed information is needed for the project threshold determination, as speed monitoring has occurred multiple times over the years, the information is not directly indicative of project-related impacts, and traffic speed is enforced outside of the SEPA process. Having failed to demonstrate error, the procedural appeal must be denied. *Findings 24, 29, 30, 42, 43, 44, 45, and 46.*

*Rezone*

2. By allowing for increased housing supply, and by providing higher-density housing in an area within walking distance of public transit and facilities such as parks and schools, the proposed rezone to R-17 is more consistent with the Vancouver Strategic Plan and the Comprehensive Plan than the existing R-9 designation. *Findings 5, 8, 9, 31, and 40.*
3. The City's need for additional and affordable housing, as reflected in the 2022 housing code updates that created the R-17 zone, represents a change in circumstances since the R-9 zone was adopted. *Findings 10 and 11.*

*Subdivision*

4. As conditioned, appropriate provision has been made for transportation, water, storm drainage, erosion control, and sewage disposal. The local street system has capacity to serve the development. Impact fees and proportionate share mitigation fees would mitigate the impact of the project's increased trips on the surrounding transportation system. *Findings 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 32, 33, 35, and 36.*

5. As conditioned, appropriate provision has been made for streets, alleys, utilities, and other improvements consistent with City and State standards, as modified through the road modification process. *Findings 19, 20, 21, 22, 23, 32, 33, and 35.*
6. Park and school impacts would be mitigated through payment of impact fees. *Findings 39 and 40.*
7. The design of the subdivision takes into account the physical features of the site. The proposed use of infiltration trenches for stormwater management is compatible with soil conditions. There are no regulated critical areas on-site. *Findings 12 and 35.*
8. There are no prior subdivision terms or conditions that affect the proposal. *Finding 3.*
9. As conditioned, the subdivision complies with the applicable requirements of VMC 20.320, which address subdivision layout and access requirements. *Findings 16 and 19.*
10. The above criteria largely address the requirements of RCW 58.17.110. The state subdivision statute also includes a requirement that a subdivision make appropriate provision for safe walking conditions for students who only walk to and from school. In this case, there would be continuous sidewalks within the subdivision and along the walking routes to the public schools. The public interest would be served by the provision of housing consistent with the Strategic Plan, Comprehensive Plan, and the density standard of the R-17 zone. The proposal to develop detached residences is consistent with the UL Comprehensive Plan designation and adjacent land uses. *Findings 4, 5, 6, 7, 8, 9, 10, 11, 13, 14, and 40.*
11. As conditioned, the proposal is consistent with the narrow lot development criteria. *Finding 17.*

### **DECISION AND RECOMMENDATIONS**

Based on the foregoing findings and conclusions, the appeal of the March 12, 2024 SEPA DNS is **DENIED**.

The Hearing Examiner recommends to the Vancouver City Council that the requested rezone of 4.46 acres at 1019, 1119, and 1201 SE 192nd Avenue from R-9 to R-17 and the requested subdivision of the land into 60 single-family residential lots be **APPROVED** subject to the following conditions:

#### **Prior to Civil Plan Approval**

1. Upload the civil plan review set showing the revisions requested as well as all necessary reports (geotechnical, hydrology, traffic analysis, road modification, etc.). Include a detailed site plan in the civil plan review set. For questions on these requirements please contact (360) 487-7804.
2. Grading plan review fees will be due upon submittal of civil plans for review. Contact Permit Center staff at (360) 487-7802 to obtain a fee quote.

3. Add the following note to the grading plans stating: “In the event that archaeological deposits are encountered during construction, work shall be halted immediately, and the City of Vancouver’s Community Development Department and the Washington State Department of Archaeology and Historic Preservation shall be notified in order for the findings to be investigated and assessed by a professional archaeologist.”
4. Revise the landscape plan to replace the Rocky Mountain Maple with a tree from the approved CDD Tree and landscape list.
5. Show tree and root protection on Grading Plans for street trees and off-site trees. Silt fencing shall go around tree and root protection areas not along the property lines and through tree and root protection areas.
6. Revise plans to show cart set-out locations on the driveways or sidewalks along SE 12th Loop in order to meet fire emergency access width requirements on SE 12th Loop.
7. Revise the street naming as follows: the south segment of the proposed loop shall be named SE 12th Way, and the north segment shall be named SE 11th Way. The west segment of the loop shall be named SE 193rd Place, and the east segment shall be named SE 194th Place.
8. Pay concurrency modeling fees totaling \$1,500.
9. Pay proportionate share fees totaling \$33,500.
10. Include the City of Vancouver standard advanced pavement restoration requirements on the civil drawings.
11. Complete the sanitary sewer design on the civil drawings. The design shall be completed in accordance with the City of Vancouver’s General Requirements and Details for the Design and Construction of Public Sanitary Sewers. Address redline comments and submit the final design for civil plan approval.
12. Provide a Construction Stormwater Pollution Prevention Plan (SWPPP) to the City.
13. The on-site stormwater facilities in the private tracts will be owned by the property owners. An easement in the form of a covenant running with the land shall be dedicated to the City of Vancouver around the stormwater facilities for access and inspection.
14. Add a note on the water utility pages as follows: “Underground fire sprinkler supply mains shall be installed only by contractors in compliance with WAC 212-80 and endorsed in accordance with VMC 16.04.095 under separate permit.”
15. Provide a fire response plan.

### **Prior to Commencing Public Improvement Construction**

16. All fire hydrants for emergency use shall be established and maintained clear for emergency use.
17. Fire apparatus access roads shall be established.
18. A final summary report by the geotechnical engineer of record shall be prepared and submitted to the City of Vancouver that states that the project soils were prepared in accordance with the governing geotechnical report and construction documents. Provide a current report with lot specific conditions and compaction test results by final grading. Please send to [planreview@cityofvancouver.us](mailto:planreview@cityofvancouver.us).

### **During Public Improvement Construction**

19. Secure construction permits and schedule and attend a pre-construction meeting. Construct new public sewer and service laterals as shown on the approved plans. Satisfy construction services inspection requirements and secure construction acceptance.
20. Satisfy submittal and other requirements itemized in the Notification of Civil Plan Approval and secure final civil project acceptance.
21. Temporary address signage shall be visible and legible from the street fronting the property for emergency response during construction.
22. Fire hydrants shall not be obstructed in any manner.
23. Fire apparatus access roads shall be maintained clear for emergency response.
24. FDC/Standpipes shall be provided and accessible during construction, if applicable.
25. Fire Extinguishers and no smoking signs shall be provided during construction.

### **Prior to Final Plat Approval**

26. Submit a final plat application. Applications can be found under Building, Planning and Environment on the City of Vancouver website, [www.cityofvancouver.us](http://www.cityofvancouver.us).
27. Comply with all requirements set forth on the civil drawings pursuant to the minor road modification approval.
28. Provide the following improvements to SE 192nd Avenue, per City of Vancouver standards:
  - Construct a northbound right-turn pocket at the intersection of SE 192nd Avenue and SE 12th Way.
  - Remove all existing driveway accesses.

- There are open sidewalk code cases against the development parcels along SE 192nd Avenue (SWK-84424 and SWK-84425). The Applicant must repair the sidewalk deficiencies along the project frontage to ensure ADA compliance and conduct a street tree evaluation to determine if the existing trees are causing sidewalk trip hazards. For questions regarding the repairs that are required to be made, contact the Operations Department at [sidewalks@cityofvancouver.us](mailto:sidewalks@cityofvancouver.us).
- The proposed development is located within one mile of a school. Therefore, all existing pedestrian routes shall be protected until completion of construction. A right-of-way construction permit is required for any project that intends to close or alter a sidewalk or curb ramp for construction purposes. Each permit must include a Pedestrian Traffic Control Plan (PTCP). In general, the PTCP must limit sidewalk closures and avoid detouring of pedestrians to the opposite side of the street during construction. The designers of the PTCP must make every effort to allow pedestrians to continue using the sidewalk on the same side of the street as the construction project, if possible. PTCPs will be evaluated on a case-by-case basis, specific requirements will vary depending on location.
- Street lighting must be installed or upgraded to current standards, see street lighting comments below.
- Install traffic control devices as warranted, and storm drainage as required by the City stormwater ordinance.

29. Provide the following improvements for all four segments of the looped public street:

- Dedicate 48 feet of right-of-way and install an asphalt street with 28-foot paved width. Install rolled curb and gutter, and five-foot curb-tight attached sidewalk on one side of the street, per the applicable city standards and the conditions of the approved road modification. The attached sidewalk must be thickened to six inches, minimum. On the other side of the street install curb, gutter, and detached sidewalk, per T10-16.
- Construct a new intersection on SE 192nd Avenue with 35-foot curb return radii and standard directional ADA ramps, per the applicable city standards.
- Install a stop sign with stop bar at the intersection with SE 192nd Avenue to stop-control westbound traffic approaching the intersection. Also install a stop sign and stop bar at the intersection of SE 12th Way and SE 193rd Place to stop-control southbound traffic approaching the intersection.
- Install ‘No Parking – Fire Lane’ signs at appropriate spacing along one side of the looped street.
- Street lighting must be installed to current standards, see street lighting comments below.
- Install traffic control devices as warranted, and storm drainage as required by the city stormwater ordinance.

30. Dedicate the alley right-of-way, whether public or private, and install City of Vancouver standard alley improvements including a 20-foot paved alley width, inverted crown section, a two-foot concrete gutter pan in the center of the ally, and storm drainage as required by the City stormwater ordinance. Also, Applicant must install ‘No Parking – Fire Lane’ signs at appropriate spacing along both sides of the alley.
31. Provide the following improvements to the private streets, per City of Vancouver standards:
  - Dedicate an appropriate easement or tract at least 15 feet wide and install a minimum 12-foot-wide paved street surface, per T10-18. (The Applicant may increase the width of the street, if desired or if required by the fire dept.)
  - If the paved street width is less than 28 feet, Applicant must install “No Parking – Fire Lane” signs on both sides of the street.
32. Provide a shared access and maintenance agreement recorded on all parcels that are party to the private roadway.

33. *Notes Required on Plat*

**Archeology**

If any cultural resources are discovered in the course of undertaking the development activity, the Department of Archaeology and Historic Preservation in Olympia and the City of Vancouver Community Development Department shall be notified. Failure to comply with these State requirements may constitute a Class C felony, subject to imprisonment and/or fines.

**Impact Fees**

Pursuant to VMC 20.915, Park, School, and Traffic impact fees will be calculated at time of building permit application and shall be due and payable at the time the building permit is issued, except as provided in Section 20.915.075. Notwithstanding the foregoing, all impact fees shall be recalculated for building permit applications that have not been issued within one year of submittal.

**Infiltration**

Individual infiltration systems to be installed on each lot. Homeowner is responsible for the maintenance of the infiltration system.

**Private Streets**

City of Vancouver has no responsibility to improve or maintain the private streets contained within, or private streets providing access to, the property described in this plat, nor does the City of Vancouver have responsibility for any of the infrastructure associated with the roadway such as sidewalks, drainage facilities, streetlights, curbs, or landscaping.

**Tracts**

Tracts A, B, and C (private parking tracts, private roads, public stormwater) are to be owned and maintained by the Homeowners' Association.

**Trees**

Development within this subdivision is subject to an approved tree plan. Tree removal is subject to approval by the City of Vancouver. All trees shall be planted prior to occupancy per the approved plan.

**Zero Lot Lines**

Zero lot line development subject to the standards of VMC 20.910.050.

**Alternative Process for Vacation or Modification of Dedicated Easements (VMC 20.320.080 and RCW 64.04.175)**

Easements dedicated or granted to the City of Vancouver on this plat may be modified by City Council using the easement vacation process and by recording of an updated plat. A Type II or Type III plat alteration process shall not generally be required to modify and/or vacate City of Vancouver easements on this plat. All other easements created by this plat may be amended through a Type II plat alteration process and recording an updated plat.

**Public Utility Easement**

An easement is hereby reserved under and upon the exterior six feet of all boundary lines of the lots and tracts adjacent to public/private roads for the installation, construction, renewal, operation, and maintenance of electric, telephone, TV, cable, and water. All lots containing pad mount transformers are subject to the minimum clearances as defined by Clark Public Utilities Construction standards. All proposed building designs on these lots must provide adequate clearance for all combustible materials. Also, sidewalk easement, as necessary to comply with ADA slope requirements, shall be reserved upon the exterior six feet along the front boundary lines of all lots and tracts adjacent to public streets.

**Prior to Issuance of any Building/Development Permits**

34. Pay all required fees, including impact fees.

**Prior to Issuance of Certificate of Occupancy**

35. Pay sewer application fees, Fisher's Grove Pump Station surcharge fee of \$635 per EDU, and system development charges. Secure connection permits and connect the new building sewers to the new laterals in accordance with the plumbing code.
36. A certificate from a licensed landscape architect shall be provided verifying that landscaping indicated on the final landscape plan has been installed, for all commercial, multi-family and industrial projects.
37. All UIC wells are required to be registered with Washington State Department of Ecology. Proposed public UIC wells shall receive Washington State Department of Ecology UIC Program rule authorization prior to civil plan approval. Provide a copy of

the authorization in the final stormwater report during the plan review process. A copy of the registration application will be accepted if rule authorization notification has not been received from Ecology within 60 days of application for well registration. Registration forms shall include the following: ownership, facility/site information, and NPDES number for proposed public UICs.

38. Install required street trees and landscape buffer plantings per VMC 20.925.030.E.

Decided May 9, 2024.

By:



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Sharon A. Rice  
City of Vancouver Hearing Examiner



**Item #**

**TO:** Mayor and City Council

**FROM:** Eric Holmes, City Manager

**DATE:** 7/1/2024

**SUBJECT** Fort Vancouver Regional Library Board Update

**ATTACHMENTS:**

- Presentation



CITY OF  
**Vancouver**  
WASHINGTON

# Fort Vancouver Regional Libraries Update - 2024

**Vikram Kotwani**

Appointed : FVRL trustee – Vancouver City  
2024



# Agenda Title

- Provide general library history
- Current Numbers (taxes / performance metrics etc)
- Discussions / Q&A



# Branches



## CLARK COUNTY

- 1 Battle Ground Community Library  
*Holland Christie, Branch Manager*
- 2 Cascade Park Community Library  
*Rachael Ries, Branch Manager*
- 3 La Center Community Library  
*Jurinda Swingruber, Branch Manager*
- 4 Ridgfield Community Library  
*Soan McGill, Branch Manager*
- 5 Three Creeks Community Library  
*Elizabeth Moss, Branch Manager*
- 6 Vancouver Community Library  
*(branch manager position is vacant)*

## COWLITZ COUNTY

- 7 Vancouver Mall Library  
*Brandon Cruz, Branch Manager*
- 8 Washougal Community Library  
*Zoe Nash, Branch Manager*
- 9 Yacolt Library Express  
*Holland Christie, Branch Manager*
- 10 Woodland Community Library  
*Jennifer Hauan, Branch Manager*
- 11 Yale Valley Community Library  
*Jennifer Hauan, Branch Manager*

## SKAMANIA COUNTY

- 12 North Bonneville Community Library  
*David Wyatt, Branch Manager*
- 13 Stevenson Community Library  
*David Wyatt, Branch Manager*

## KLICKITAT COUNTY

- 14 Goldendale Community Library  
*Terra McLeod, Branch Manager*
- 15 White Salmon Valley Community Library  
*Ruth Shafer, Branch Manager*

History : <https://www.fvrl.org/history>



## Library Operations – Circulations - reach

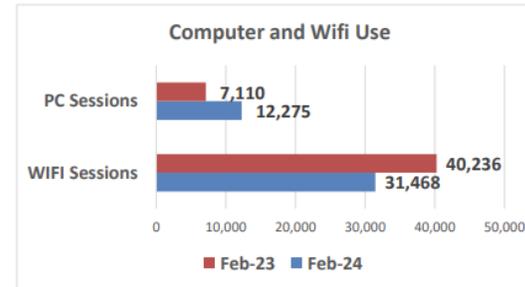
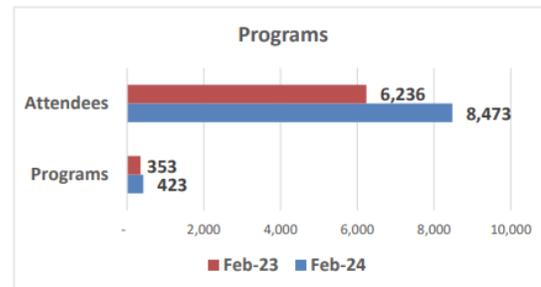
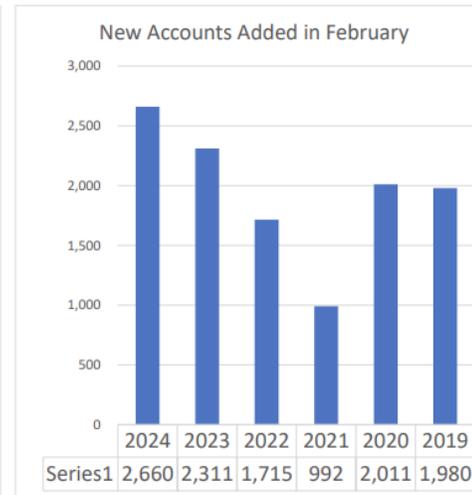
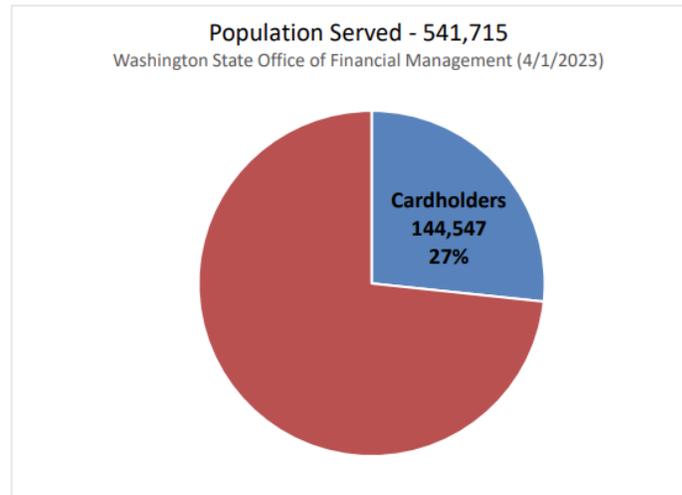
February 2024 – Total Circulation and Visitors

Location	February 2024		February 2023		Change	
	Total Circ	Visitors	Total Circ	Visitors	Total Circ	Visitors
Battle Ground	39,750	11,293	39,908	9,498	-0.40%	18.90%
Cascade Park	58,281	22,867	59,434	19,739	-1.94%	15.85%
Goldendale	6,333	3,955	6,576	3,697	-3.70%	6.98%
Klickitat Bookmobile	1,027	599	1,074	539	-4.38%	11.13%
La Center	5,159	2,286	5,914	2,037	-12.77%	12.22%
North Bonneville	232	45	369	45	-37.13%	0.00%
Ridgefield	9,405	6,341	9,100	5,049	3.35%	25.59%
Skamania Bookmobile	846	507	912	443	-7.24%	14.45%
Stevenson	4,314	3,171	4,315	3,026	-0.02%	4.79%
Three Creeks	42,285	12,599	45,102	10,837	-6.25%	16.26%
Vancouver	58,147	29,693	51,448	22,421	13.02%	32.43%
Vancouver Mall	9,367	5,909	10,761	5,495	-12.95%	7.53%
Washougal	7,889	3,882	7,597	3,059	3.84%	26.90%
Woodland	5,084	2,682	5,342	2,229	-4.83%	20.32%
White Salmon Valley	9,443	6,424	9,961	6,000	-5.20%	7.07%
Yacolt	5,345	2,616	4,461	2,534	19.82%	3.24%
Yale Valley	844	601	841	437	0.36%	37.53%
Green Mountain	165	No Visitors	275	No Visitors	-40.00%	No Visitors
Books by Mail	999	No Visitors	1,088	No Visitors	-8.18%	No Visitors
Operations Center	395	No Visitors	508	No Visitors	-22.24%	No Visitors
<b>Location Total</b>	<b>265,310</b>	<b>115,470</b>	<b>264,986</b>	<b>97,085</b>	<b>0.12%</b>	<b>18.94%</b>
<b>Digital Collections</b>	<b>185,873</b>		<b>151,646</b>		<b>22.57%</b>	
<b>Grand Total</b>	<b>451,183</b>		<b>416,632</b>		<b>8.29%</b>	



# Library Operations – Circulations - reach

February 2024-Cardholders, Programs, and Tech Use



# Library Operations – Tax collections

## Fort Vancouver Regional Library District Statement Of Revenue - Budget - 2024 Budget

REVENUE	Description	2023 Approved Budget	2024 Draft Budget	Dollar Difference	Percent Change
311.10	Property Taxes - Clark	\$25,300,000	\$26,100,000	\$800,000	3.16%
311.10	Property Taxes - Cowlitz	\$315,000	\$325,000	\$10,000	3.17%
311.10	Property Taxes - Klickitat	\$1,315,000	\$1,360,000	\$45,000	3.42%
311.10	Property Taxes - Skamania	\$690,000	\$715,000	\$25,000	3.62%
	<b>Property Taxes</b>	<b>27,620,000</b>	<b>\$28,500,000</b>	<b>\$880,000</b>	<b>3.19%</b>

## Fort Vancouver Regional Library District Statement of Cash For the Month Ending January 2024 (With year-to-date totals)

December 31, 2023 Ending Cash Balance	\$ 19,056,296
Year-to-date Revenue Received	141,767.83
Year-to-date Expenditures	(2,586,451.11)
Adjustment for accrued expenditures	(12,452.16)
<b>Cash Balance January 31, 2024</b>	<b>\$ 16,599,160</b>



## Library Operations – FVRL Capital bond

### **FVRL Bonds for Capital facility – 28 Million – issued in 2007** For construction of 2 libraries and renovation of mall library

In 2016 the VLCFA issued \$26,115,000 of general obligation refunding bonds to retire \$28,365,000 of existing 2007 and 2009 series bonds. This refunding was undertaken to reduce total debt service payments over the next 12 years by \$2,955,249. VLCFA will reduce its levy proportionally in ensuing years as the tax burden is reduced over the life of the bonds.



## Typical Tax per household

COMPARISON OF TAX HISTORY						
VOTED LEVY	2023 LEVY RATE	2023 TAXES	2024 LEVY RATE	2024 TAXES	% DIFFERENCE LEVY RATE	% DIFFERENCE TAXES
SD114 EVERGREEN SCHOOL	3.5773218845	1,893.64	3.5745176732	2,110.17	-.08	11.43
CITY VANCOUVER	.1753670265	92.83	.2738852873	161.68	56.18	74.17
FVRL CAPITAL FACILITIES	.1069329110	56.60	.1011327461	59.70	-5.42	5.48
<b>TOTAL VOTED LEVY AND TAXES</b>	<b>3.8596218220</b>	<b>\$2,043.07</b>	<b>3.9495357066</b>	<b>\$2,331.55</b>	<b>2.33%</b>	<b>14.12%</b>
NON VOTED LEVY	2023 LEVY RATE	2023 TAXES	2024 LEVY RATE	2024 TAXES	% DIFFERENCE LEVY RATE	% DIFFERENCE TAXES
CLARK COUNTY	.7744895307	409.98	.7443484119	439.41	-3.89	7.18
CONSERVATION FUTURES	.0287294107	15.21	.0273782390	16.16	-4.70	6.25
FVR LIBRARY	.2794730502	147.94	.2677870826	158.08	-4.18	6.85
PORT VANCOUVER	.2166363187	114.68	.2084693418	123.07	-3.77	7.32
STATE SCHOOLS	1.5160377435	802.51	1.4655044562	865.14	-3.33	7.80
STATE SCHOOLS - PART 2	.8122090440	429.94	.7861614262	464.10	-3.21	7.95
CITY VANCOUVER	2.1717308217	1,149.59	2.0896949933	1,233.62	-3.78	7.31
<b>TOTAL NON VOTED LEVY AND TAXES</b>	<b>5.7993059195</b>	<b>\$3,069.85</b>	<b>5.5893439510</b>	<b>\$3,299.58</b>	<b>-3.62%</b>	<b>7.48%</b>

.279 ( levy for FVRL , excluding FVRL capital facilities )

City of Vancouver contributions – **approximately - 8.1 Mil \*** (more accurate numbers can be got from Treasurer’s office)

Total taxable value of approximately \$29.1 billion (numbers from - Quarterly Financial Report - <https://www.cityofvancouver.us/wp-content/uploads/2024/03/Q4-Financial-Report-FINAL.pdf>)



## Diversity & Inclusion

**\* Reducing support for minority & LGBTQ+ communities.**



## References :

FVRL Finances : <https://www.fvrl.org/financial-documentation>

FVRL Board meetings and related documents : <https://www.fvrl.org/board-minutes>

Reference Budget – City Of Spokane:

<https://static.spokanecity.org/documents/budget/2023/2023-adopted-budget.pdf> (Page 229 for Library spending)

Regional Library RCW : <https://apps.leg.wa.gov/RCW/default.aspx?cite=27.12.080>



# Discussion/ Q&A



# Thank You



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