



**Community Development Department**

Building | Planning | Code Enforcement  
 P.O. Box 9, 230 Davidson Avenue  
 (360) 225-7299, www.ci.woodland.wa.us

**STAFF REPORT & RECOMMENDATION**  
**Belmont RV - Site Plan Review**

Land Use Application Nos.:	SPR 20-011 (Site Plan Review) SEP 20-016 (SEPA) CUP 20-001 (Conditional Use Permit)
Applicant:	Mason Wolfe 4707 NE Minnehaha ST, STE C30 Vancouver, WA 98661
Property Owner:	Luke Jolma Belmont Loop Storage, LLC Woodland, WA 98674
Site Location:	1860 & 1876 Belmont Loop Woodland, WA 98674
Parcel Nos. & Size:	54211600, 504211602, 3.69 acres
Zoning Designation:	C-2, Highway Commercial
Date Application Received:	December 16, 2020
Notice of Complete Application Issued:	January 28, 2021
Notice of Application & Likely DNS issued:	January 28, 2021
Comment Period & SEPA Appeal Period Ended:	February 17, 2021
Public Comment for CUP ends:	March 30, 2021
Public Hearing:	March 30, 2021. 3 p.m. Join from your computer, tablet or smartphone: <a href="https://global.gotomeeting.com/join/341800893">https://global.gotomeeting.com/join/341800893</a> Access Code: 341-800-893  Or Call: United States (Toll Free): <u>1 877 309 2073</u> United States: <u>+1 (571) 317-3129</u>
Notice of Decision Issued:	Due 7 days after hearing
Staff Report Date:	March 24, 2021
Staff Recommendation:	Continue the Hearing

## **I. DESCRIPTION OF REQUEST**

Belmont Loop Storage, LLC is proposing to develop 3.69 acres in to 72 full-utility hookup RV sites, an office building containing restrooms, shower and laundry, a second building for restrooms, and two garbage and recycling enclosures. The proposal is for a recreational facility; occupancy of the sites is limited to 90 days by Woodland Municipal Code.

The property owner has current site plan approval (application # SPR 18-008) for a self-storage facility for the same parcels. The approved storage facility consists of buildings totaling 70,000 square feet and approximately 690 square feet of office space area. Self-storage is no longer a permitted use in the C-2 zone, but the site plan approval obtained in 2018 is vested until the approved site plan expires.

## **II. LOCATION OF PROPOSED DEVELOPMENT**

The development is proposed for parcels 54211600, 504211602 at 1860 & 1876 Belmont Loop. The lots are zone highway commercial (C-1) and are located between Belmont Loop and Old Pacific Highway toward the south end of the loop. The proposal borders three businesses, Woodland Veterinary Hospital, HiLine Homes, and Kinderland.

## **III. REVIEW AUTHORITY**

Per WMC 19.08.030, Site Plan Reviews shall be reviewed by the Development Review Committee. Per WMC 19.08.030 and 17.81.020, Conditional Use Permits are reviewed by Hearing Examiner. The Site Plan Review (SPR), Conditional Use Permit (CUP), and SEPA checklist have been consolidated for review. Per WMC 19.08.020, the final decision for the consolidated application shall be rendered by the highest authority designated for any part of the application. The highest authority for these applications is the Hearing Examiner.

## IV. FINDINGS OF FACT

### Development Impact Fees - Transportation | WMC 3.42

**Finding 1:** Impact fees are collected at the time of building permit issuance. A condition of approval has been added which requires the fees be calculated and paid at the time of building permit issuance. *See Condition #1.*

**Finding 2:** Transportation Impact Fees (TIF) are required on new development to support future transportation improvements within the city. The TIF is calculated on the basis of \$838 per PM peak hour trip (PMPHT) generated by the project on the basis of the project traffic study or where no study is prepared, on the basis of trip generation in accordance with Institute of Transportation Engineers (ITE) published data. For this proposal, trip generation was evaluated as follows:

ITE category 416 (Campground/Recreational Vehicle Park) generates 0.27 new peak hour trips per RV site or 19.44 PM peak hour trips.

The estimated number of peak hour trips results in a calculated Transportation Impact Fee of  $(19.44 \times \$838) = \$16,290.72$  for the project. A condition is added to pay all impact fees when building permits are issued. *See Condition #2.*

**Finding 3:** Fire Impact Fees are required on new development. Fees are calculated based on \$.51 per sq ft of building. Fees are calculated and due at the time of building permit issuance. The total square footage of proposed buildings is 885 sq. ft. (764 sq. ft. office + 121 sq. ft. restroom). Fee is estimated to be \$451.35. (\$.51 per square foot of commercial space). A condition is added to pay all impact fees when building permits are issued. *See Conditions #1 & #3.*

**Conclusion:** As conditioned, the project can comply with this standard.

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### Streets and Sidewalks | WMC Title 12

**Finding 4:** Belmont Loop street improvements are complete with the exception of a detached sidewalk with planter strip and driveway. A condition is added that all improvements in the public right-of-way shall be completed in accordance with City of Woodland standards. *See Condition #4.*

**Conclusion:** As conditioned, the proposal can comply with the development standards

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## Water and Sewage | WMC Title 13

**Finding 5:** Existing 12-inch water mains are complete and available to connect to within Belmont Loop. Backflow devices must be installed on the domestic supply line to the building. See Condition #5.

**Finding 6:** On-site fire hydrants are required, and the fire mains shall be public mains with a 15 ft wide easement to the City and locations shall be coordinated with CCFR. See Condition #6.

**Finding 7:** Existing 10-inch sewer mains are complete and available to connect to within Belmont Loop. The applicant has proposed to construct a sewer main extension onto the site. The sewer main extension shall be a minimum of 8-inch diameter. The applicant should provide information detailing expected sewage flows from the proposed development. Applicant will be responsible for sewer system upgrades that are specifically required to address the added flows from this development. See Condition #7.

**Finding 8:** Water and Sewer Assessment Fees: Connection charges and assessments for water and sewer will be assessed in accordance with the applicable rate schedule. See Conditions #8 and #9.

**Conclusion:** As conditioned, the project can comply with this standard.

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## Erosion Control | WMC 15.10

**Finding 9:** Applicants are required to install and maintain erosion control measures per the Best Management Practices as outlined in the 2012 Stormwater Management Manual for Western Washington during site excavations and grading. An NPDES permit from the Department of Ecology is required where more than one acre is being disturbed. A condition of approval is added to include an erosion control plan with the final engineering submittal. Additionally, a fill and grade permit is required. See Conditions #10 and #11.

**Conclusion:** As conditioned, the project can comply with this standard.

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## Stormwater Management | WMC 15.12

**Finding 10:** Stormwater detention and treatment for the Pacific Park binding site plan is addressed by the off-site system. Piping of site water to the existing stormwater facilities will be required. A final TIR should be submitted with final engineering. *See Condition #12.*

**Conclusion:** As conditioned, the proposal can comply with the development standards.

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## Permitted & Conditional Uses | WMC 17.36.020-.030 & 17.72.090

**Finding 11:** Per WMC 17.36.030, recreational vehicle camper parks located East of Interstate 5 are permitted as a conditional use with approval of the hearing examiner in the C-2 (highway commercial) zoning district. Lodging such as hotels and motels are the most similar permitted uses in the C-2 zone per WMC 17.36.020.

**Finding 12:** The applicant has applied for a conditional use permit: CUP 20-001.

**Finding 13:** Per WMC 17.72.090, a conditional use permit shall be reviewed annually by a designated city official to ensure proper compliance with all permit provisions and conditions. At any time, if a permit is found to be in violation of permit conditions, the director and/or hearing examiner is empowered to review the permit and findings of the appropriate city official and, if deemed necessary, issue an order requiring compliance with the permit or revoke the permit. A condition of approval is added to submit materials demonstrating compliance with permit requirements for conditional use review to the Community Development Director by March 1<sup>st</sup>, every year, to continue operating under the conditional use permit. *See Condition #13.*

**Conclusion:** As conditioned, the project can comply with the criteria and standards for Recreational Vehicle Camper Parks.

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## Setbacks | WMC 17.36.070

**Finding 14:** The intent of setbacks in the C-2 zoning district is to establish active, vibrant, and lively C-2 uses within close proximity to the public streets and sidewalks.

**Finding 15:** The proposed office building accounts for about 30 ft. of the approximately 515 ft. street frontage. The remainder of the fronting uses are parking and campsites. An office building is a permitted C-2 use, however campsites are a conditional C-2 use and do not provide an active, vibrant, and lively commercial use to the public street and sidewalk. While not a condition of approval, staff recommends revising the site plan to include more commercial use along the frontage. Food truck stalls and dining area may

help the proposal fit intent of the C-2 zone vision for active, vibrant, and lively use along the sidewalk. *See Condition #14.* Staff recommends that the applicant propose such a revision prior to the approval of the conditional use permit so that such uses can be included in the CUP. *See Section V – Staff Recommendation and Decision.*

**Finding 16:** Buildings in the C-2 zone are meant to be set as closely as possible to fronting streets per WMC 17.36.070. However, when the applicant demonstrates that locating close to the fronting street is not possible or proposes to locate pedestrian-friendly space and generous landscaping between the building and fronting street, the building may be set back from the street. This may be permitted at the discretion of the approving authority without a variance being obtained.

**Finding 17:** The proposed office building is set back approximately 15 ft from Belmont Loop.

**Finding 18:** Landscaping is proposed between the site uses (office building, parking lot, and campsites) and Belmont Loop. *See Attachment A – Site Plan & Narrative.*

**Conclusion:** As proposed, the project can comply with this standard.

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### **Building Height | WMC 17.36.080**

**Finding 19:** The minimum height allowed for buildings in the C-2 zone is 15 ft and the maximum height is 45 ft.

**Finding 20:** The proposed building is 17 ft. tall.

**Conclusion:** As proposed, the project can comply with this standard.

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### **Off-Street Parking | WMC 17.36.100, WMC 17.36.130, WMC 17.56**

Off-street parking must meet the landscape design standards in WMC 17.36.130.L, WMC 17.36.130.N.4 & .5 and WMC 17.36.130.O. Number of parking spaces required are set by WMC 17.56.

### **Required Spaces**

**Finding 21:** One parking space is required for each 300 sq. ft. of gross floor area per WMC 17.56.030.B with a minimum of four parking spaces required. Based on the size of the proposed building (728 sq. ft.), the minimum number of spaces, four, is required.

The proposal includes a total of four standard parking spaces and one ADA accessible space.

**Finding 22:** The minimum dimensions for parking spaces are 180 sq. ft. and 9 ft. wide per WMC 17.56.060.

**Finding 23:** Each proposed parking space is at least 9 ft. wide and has a minimum area of 180 sq ft.

## Screening

**Finding 24:** Parking lots shall be located behind or beside buildings when physically feasible per WMC 17.36.130.L.4.

**Finding 25:** The parking lot is to the side of the proposed building.

**Finding 26:** Where parking lots are located between the building a public street or in an area that is visible from a public street or space, the parking lot must be screened per WMC 17.36.130 (N)(4). A minimum 10-ft. wide planting strip is required. The planting strip must contain a low wall, raised planter bed, 80% evergreen shrubs, or 80% deciduous trees, or a combination of these treatments.

**Finding 27:** The landscaping strip between the fronting streets and parking lot exceeds 10 ft. in width and contains a combination of shrubs and trees. *See Attachment A – Site Plan & Narrative.*

**Finding 28:** The minimum number of trees required interior landscape area in parking lots depends on the location of the parking lot in relation to the building and public right-of-way per WMC 17.36.130 (O). Where the parking lot is located to the side of the building and partially abuts the public street, a minimum of one tree for every six spaces shall be provided (1:6).

**Finding 29:** Each RV camping site includes a parking space for the customer. There are 72 proposed RV sites.

**Finding 30:** Parking spaces for RVs are located throughout the parking lot. Tree to parking space ratios range from 1:5-1:7 depending on if the parking is located to the front, side or rear of the building. For simplicity, staff will use the 1:6 ratio for the office parking spaces and the RV camping/parking spaces. For 72 RV sites/parking spaces and 5 office parking spaces (77 total spaces), 13 trees are required.

**Finding 31:** Fourteen magnolias are proposed and are located throughout the parking area.

**Conclusion:** As proposed, the project can comply with off-street parking and landscaping standards.

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## **Architectural and Site Design Standards | WMC 17.36.130**

The purpose of the architectural and site design standards is to produce development that:

- Creates a physical environment that emphasizes buildings and landscaping, rather than parking lots, driveways, or large signs.
- Maintains the scale, texture, and architectural context of development.
- Encourage creative and innovative designs for sites and building designs.
- Allow for infill development that is sensitive to the existing urban design context.
- Protect and enhance the business environment and property values within the city in manners that support and stimulate business and industry.

Standards in WMC 17.36.130 regard orientation to the street; plazas, courtyards, and seating areas; entrances, weather protection, articulation/massing, materials and colors, ground level details, transparency, blank wall treatments, roofline, screening rooftop equipment, sidewalks and street trees, curbs cuts and driveways, location of parking lot, pedestrian and bicyclist connections, site screening and buffers, parking lot landscaping, screening of trash and service areas, lighting, and sign design.

**Finding 32:** Per WMC 17.36.130.E, buildings, along with trees and landscaping shall be predominant rather than parking lots.

**Finding 33:** While the building is set back from the fronting streets, landscaping is predominant rather than the parking lot. The

**Finding 34:** Buildings larger than 4000 sq ft shall have plazas, courtyards, or other pedestrian amenities per WMC 17.36.130 (F).

**Finding 35:** The building is less than 4000 sq ft. No pedestrian amenities are required.

**Finding 36:** Entrances must be easily identifiable from the street and sidewalk and have weather protection per WMC 17.36.130 (G)(1) and (2).

**Finding 37:** The building entry is visible from Belmont Loop. The entry has large entry doors and a canopy.

**Finding 38:** The proposed site plan and building elevations meet the articulation/massing standards of WMC 17.36.130 (H).



**Finding 39:** Per WMC 17.36.130 (J), where required, street trees and planting activity shall comply with WMC 12.28, Woodland Street Trees Standards. Trees in the public right-of-way (planting strip between the sidewalk and street) are required by the Public Works Director.

**Finding 40:** Proposed street trees and locations comply with WMC 12.28, Woodland Street Trees Standards and Woodland's Street Tree Planting List. Applicant proposes planting Persian Parrotia in the right-of-way planting strip which are appropriate for small planter strips.

**Finding 41:** The proposed site plan meets the requirement of WMC 17.36.130 (H) to provide safe pedestrian and bicycle connections. Pedestrian connections are clearly defined with a raised sidewalk and striping.

**Finding 42:** A landscape strip, minimum 5-ft wide, consisting of trees, shrubs, and plant ground cover is required along the entire public street frontage area excluding entrances and pedestrian-oriented space per WMC 17.36.130.N. There is a 15 ft landscaping strip shown on the site plan. *See Attachment A – Site Plan & Narrative.*

**Finding 43:** Per WMC 17.36.130 (M), Pedestrian connections not less than five feet wide shall be provided throughout the site between the abutting street/sidewalk and building entrance. The walkway should be clearly defined using two or more of the options listed in WMC 17.36.130 (M)(2).

**Finding 44:** A clearly defined walkway connects the public sidewalk to the proposed building. *See Attachment A – Site Plan & Narrative.* Additionally, a clearly defined walkway must be connected from the sidewalk to the office and between three RV sites and the restroom. *See Condition #15.*

**Finding 45:** Garbage and Recycling areas must be screened from the public view per WMC 17.36.130 (P).

**Finding 46:** An enclosure is indicated for this area on the site plan. A building permit is required for the garbage and recycling enclosure and the structure must meet site design standards. It is recommended to discuss the enclosure size and location with Waste Control to determine if the enclosure design and location is serviceable and if the garbage and recycling receptacles needed to serve 72 RV sites will fit inside. *See Condition #16.*

**Finding 47:** Per WMC 17.36.130 (Q), lighting elements throughout and surrounding the site should be complementary, shielded from the sky, evenly distributed, and comply with the Illuminating Engineering Society of North America's Recommended Practices and Design Guidelines, latest editions. Lighting shall not reflect of cast glare into any residential zone, glitter or flash, or conflict with the readability of traffic signs and

control signals. The lighting proposal prepared by LSI is designed to comply with these guidelines. A condition of approval is added that lighting must not cast glare on to adjacent properties and roadways. *See Condition #17.*

**Finding 48:** A separate permit must be obtained for all signs per WMC 17.36.130 (R) that meets the requirements WMC 17.52. A condition of approval is added to obtain sign permits for all proposed signage. *See Condition #18.*

**Conclusion:** As conditioned, the project can comply with these architectural and site design standards.

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### Performance Standards | WMC 17.48

**Finding 49:** The requirements of this section cover hazards and nuisances including sound level, vibration, air emissions, smoke, dust, odors, industrial wastes, fire hazards, heat, glare, radioactivity and radio transmitters. The project will be required to meet these requirements on an ongoing basis.

**Conclusion:** The proposal can comply with the development standards.

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### Criteria and Standards for Specific Conditional Uses | WMC 17.72.100 (D)

Per WMC 17.72.100 (D), Recreational Vehicle Camper Parks, as a conditional use, must meet the criteria and standards regarding signs, camper space, sewer and water, open space, residences, occupancy, and State regulations listed below.

**Finding 50:** One single-faced or double-faced wall or freestanding park identification sign is permitted. Such sign shall be a maximum of thirty-six square feet in gross area per face and may be illuminated by indirect lighting only. Additional entrance and exit signs, one per entrance/exit and two square feet in area, each are permitted.

**Finding 51:** Signs require a separate building permit. Site plan review for the proposed signs will be conducted at that time. No signs are proposed as part of this application. *See Condition #18.*

**Finding 52:** There shall be a minimum of seven hundred fifty sq. ft. of site per camper vehicle space.

**Finding 53:** The smallest proposed RV space is 910 sq. ft. *See Attachment A – Site Plan & Narrative.*

**Finding 54:** In all cases, camper parks shall be required to be served by public sewer and water systems. Restrooms, bath, and shower facilities shall be provided and shall meet all State Department of Social and Health Services standards.

**Finding 55:** Public water and sewer are proposed to be provided by the developer to all buildings and camper sites. The office building will contain a restroom, shower and laundry facility. A second building with two restrooms is proposed. A condition of approval is added to require the applicant to submit evidence of meeting State Department of Social and Health Services Standards prior to issuance of building permits. *See Condition #19.*

**Finding 56:** Camper parks shall allocate at least twenty percent of the total site as usable open space or recreation area for use by the park's patrons.

**Finding 57:** The applicant proposes that over 20% of the site plan is left as open space, however a majority of the areas referred to as open space are within individual campsites and are proposed to be covered with artificial lawn (marked as "M" on the site plan). *See Attachment A – Site Plan & Narrative.* Areas within individual campsites are not available for communal use among the park's patrons and do not offer natural vegetation. Open space generally does not include yards. Space within each campsite is considered "campsite space" rather than "open space". While not defined in WMC 17, WMC 16.04.470 provides a good definition for open space:

"Open Space" means improved or unimproved area that is (A) designated and maintained for active or passive recreation, other activities normally carried on outdoors, visual buffering, or for preservation in a natural state because of natural assets or unsuitability for development, and (B) not covered by buildings, accessory structures, parking structures or parking lots, except that structures appropriate for the authorized recreational use of the open space and used to conserve or enhance the amenities of the open space may be sited on the open space. "Open space" does not include street right-of-way, parking lots, or yards in platted lots. Depending upon authorization by the city, open space may be owned either in common by and for the use of the subdivision residents or by a public agency through dedication to the public.

A condition of approval to revise the site plan to include 20% usable open space that is available to all patrons and covered with natural vegetation. This open space area should be usable for recreation and as a pet-use area. Providing open space with natural vegetation is especially important given the applicant is proposing artificial lawn at each campsite. *See Condition #20.*

Staff recommends that the applicant propose such a revision prior to the approval of the conditional use permit so that such uses can be included in the CUP. *See Section V – Staff Recommendation and Decision.*

**Finding 58:** One residence or residential structure is allowed for use by the owner or manager of the camper park.

**Finding 59:** No residences are proposed by the applicant at this time.

**Finding 60:** Per WMC 17.72.100 (D)(6), no one camper unit shall occupy a camper site for more than ninety consecutive days per year. This standard shall not permit a camper to be moved off-site for one day or so and moved back in thereafter.

**Finding 61:** To demonstrate compliance with WMC 17.72.100 (D)(6), a condition of approval is added to submit records of vehicle license numbers and occupancy dates for each vehicle as part of the annual conditional use review requirement. *See Conditions #13 and #21.*

**Finding 62:** Camper parks must meet all applicable state regulations and standards related to the operation and maintenance of recreational vehicle facilities.

**Finding 63:** To demonstrate compliance with WMC 17.72.100 (D)(7), a condition of approval is added to submit proof of compliance with State regulations and standards as part of the annual conditional use review requirement. *See Conditions #13 and #22.*

**Conclusion:** As conditioned, the proposal can comply with these criteria and standards.

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## Fire Review

**Finding 64:** All applications must be reviewed and approved for Fire Life Safety by Clark-Cowlitz Fire Rescue (CCFR). The full comment letter from CCFR was provided directly to the applicant. A summary of comments:

- All work subject to field inspection and correction as identified at the time of the on-site inspection.
- Inspection of work and acceptance testing to be scheduled directly with Clark County Fire & Rescue.
- Relocate a hydrant to one of two proposed locations recommended by CCFR.
- Where required access is restricted with a gate, provide an approved KNOX padlock.
- Where hydrants are on a fire apparatus access road, the minimum width of the road shall be 26 ft. for a distance of 20 ft., 10 ft. in either direction.

- Required roadways must have signage for parking restrictions: No Parking Fire Lane.
- Required access roadways and hydrants shall be serviceable and unobstructed prior to combustible construction.
- Building Address (Suite) Numbers shall be clearly visible from the street where it is accessed. IFC 505.1.
- It is a recommendation that this building be installed with an automatic fire sprinkler system.

See the comment letter from CCFR for more details. A condition is added to meet all requirements of CCFR. *See Condition #23.*

**Conclusion:** As conditioned, the project can comply with this standard.

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## SEPA Review

**Finding 65:** Department of Ecology provided comments regarding solid waste management and water quality. The comment letter was provided to the applicant. A summary of comments:

- **Solid Waste:** Use only clean fill or obtain a solid waste permit. Dispose of all debris at an approved site.
- **Water Quality:** Install erosion control measures prior to clearing, grading, construction. Do not discharge into waters of the state. Obtain a Construction Stormwater General Permit if required. Report any soil/groundwater contaminants found.

*See Condition #24.*

**Finding 66:** Department of Archaeology and Historic Preservation (DAHP) initially responded requesting a Cultural Resource Survey. However, the site was previously filled in 1994 and 2000 as permitted by the US Army Corps of Engineers. A 2014 geotech report shows there are 2-3 feet of fill. The City will instead require a note on the site plan indicating proper course of action in the case of inadvertent discovery and that a Cultural Resource Study is required for work at a grade lower than 18 inches. The comment letter was provided to the applicant. *See Condition #25.*

**Conclusion:** As conditioned, the project can comply with this standard.

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## Comprehensive Plan

### Land Use

The land use chapter of the comprehensive plan considers the general distribution and location of land uses and the appropriate intensity and density of land uses.

**Table 3-1, Woodland Planning Assumptions and Targets:** A target of 20 jobs/acre was set for the 2,480 acres undeveloped of undeveloped commercial land in 2016.

**Staff Response:** An average RV park offers an estimated 3-4 jobs per park. This job/acre ratio of .9 falls far short of 20 jobs/acre target. And while the average of 20 jobs/acre is meant to apply to the entire commercial zoning district rather than parcel by parcel, providing an estimated 4 jobs for a 3.69 acre site will bring down the jobs per acre average city-wide. This a huge under-utilization of the employment potential for the site, particularly in a thriving and growing commercial district like Belmont Loop.

**LU 1.** The primary land use goal (LU 1) listed in the comprehensive plan is: Protect and enhance the character and long-term stability of the city through current standards for land development and subdivision.

**LU 1.10** Ensure that the character and location of land uses provides the best opportunity for economic benefit and the enjoyment and the protection of natural and cultural resources while minimizing the threat to health, safety, and welfare posed by hazards, nuisances, incompatible land uses, and environmental degradation.

**Staff Response, LU 1 and LU 1.10:** As conditioned, the proposal can meet the site design and landscaping standards required of the C-2 zoning district. The open space standard was not met in the proposal, but the applicant may revise the site plan and meet this standard by adding usable open space and recreational area as a condition of approval.

Neighbor comments raise a question about the low job-producing effect of this use, as well as the long-term stability, vitality and economic benefit goals noted above.

Another development standard encouraged in city code is to provide commerce along the sidewalk to add to a vibrant commercial district as described in WMC 17.36.070. As discussed in Finding 15 above, only 30 ft. of the 515 ft. street frontage is dedicated to a commercial use or commercial building. The rest of the frontage is parking lot or campsites. The campsites can be considered a commercial use and a recreational use, but they do not contribute to active, vibrant, and lively commercial use along the street or sidewalk. Staff recommends revising the site plan to include more commercial use along the frontage. Converting the campsites along the frontage to food truck stalls or other mobile vending stands and providing communal dining area, open space, or public plaza near the sidewalk would help the proposal meet the land use and economic goals in the comprehensive plan. Additionally, providing for more commerce along the street

frontage will increase the amount of job opportunities provided by the project and offer new entrepreneurial opportunity to the community. Staff recommends that the applicant propose such a revision prior to the approval of the conditional use permit so that such uses can be included in the CUP. *See Section V – Staff Recommendation and Decision.*

The anticipated peak hour trips are low for a site of this size (19.44 PM peak hour trips for the 3.69 acre development or .27 trips per RV site) compared to surrounding businesses. The trips generated by each business on Belmont Loop help contribute to commercial activity for surrounding businesses because customers may stop at more than one business in a general area per trip.

The low job-producing effect, minimal use of street frontage for commerce, and the low traffic counts for the use, does raise a question for staff as to whether the proposal can meet the land use goals and policies described in the comprehensive plan without significant additional mitigation to allay those concerns. *See Condition #14.*

**LU 1.11.** Eliminate incompatible land uses through active code enforcement or available regulatory measures.

**Staff Response:** An RV Camper park is dissimilar from the surrounding commercial uses on Belmont Loop, but it is not considered an incompatible land use in city code. Other types of lodging, such as hotels and motels are approved C-2 uses. As long as the criteria and standards for RV Camper Parks are met, this conditional use is considered compatible in the C-2 zone as well. Should the RV Camper Park fail to meet the required standards while in operation, they will be subject to code enforcement action, monetary penalties, and risk losing their conditional use permit.

### **Economic Development**

Chapter 5 of the Comprehensive Plan addresses goals and policies for economic development. Following are goals and policies applicable to the Belmont RV proposal and staff response.

**EC 1.** Support a diverse and balanced local economy to ensure sustained growth, locally available commercial services, and varied employment opportunities.

**Staff Response:** An RV park on Belmont loop would add to the diversity of commercial services and draw travelers and customers to Belmont Loop. However, the proposal will fall far short of the 20 jobs/acre goal set in the land use chapter of the comprehensive plan. The low trip generation of the use could also raise questions about whether it can contribute vitality to the commercial character of the neighborhood and to the commercial services used by Woodland residents.

**EC 1.2.** Develop Woodland’s position as the commercial center serving southern Cowlitz County and the recreation trade of the upper Lewis River and Mount St. Helens area.

**Staff Response:** The proposal for an RV campground would contribute to the recreation trade in the surrounding area.

**EC 1.5.** Use the advantage of freeway visibility to establish the city as a traveler/tourist service center.

**Staff Response:** The proposal is near an I-5 exit and would be visible with a freestanding pole sign. The RV camper park adds to traveler/tourist services in Woodland. Occupancy of the campsites is limited to 90 days; the proposal is for a recreational campground. However, concerns have been raised about long-term occupants in this RV park. The idea that the use is taking advantage of its location along I-5 would seem to be inconsistent with long-term tenancy. Placing clear and definitive limits on park occupancy (conditions #13 and #21) could mitigate this concern.

**EC 3.6.** Maintain active and cooperative partnership between the city, business and property owners, civic groups, and citizens to promote successful business district redevelopment, including downtown.

**Staff Response:** The proposal for an RV campground received ten letters expressing concern and objection (as of 3/22/21) from surrounding property owners. This response suggests that the community could benefit from creating a partnership between the City and a new civic group, a Belmont Loop business district for example. The proposed RV Park could also enter into a CC&R relationship with surrounding businesses to allow for cooperative support for all commercial activities in the Belmont Loop area. Through collaborating on a long-range plan for Belmont Loop, new goals, a new zone and permitted use list, and new development standards could be developed based on a collective vision for Belmont Loop.

For this current proposal, staff recommends that applicants hold a neighborhood meeting with the surrounding business owners to gather feedback to incorporate as possible into the project design. *See Condition #26. See Section V – Staff Recommendation and Decision.*

**EC 3.6.** Cluster commercial uses near intersections of major and/or secondary arterials or adjacent to existing commercial land uses.

**Staff Response:** The proposal is located near a major arterial and the RVs will have easy access from Exit 22.

**EC 3.7.** Develop areas classified for commercial use on the Land Use Plan Map before other areas are reclassified for commercial use.

**Staff Response:** The land is classified as highway commercial.



**EC 3.8.** Encourage downtown revitalization by supporting the expansion of commercial and multifamily residential use.

**Staff Response:** While the RV camper parks is not a residential development (stays are limited to 90 days by the conditional use permit), it can contribute to a mix of uses and increase of customer traffic to Belmont Loop by introducing short-term camping stays. Travelers staying at the RV park can walk to shop and services along Belmont Loop.

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## Public Comment

As of 3/22/21, staff received ten letters in opposition to the Belmont RV Camper Park from neighboring businesses.

**Crime and Safety:** Every letter cited crime and safety as a primary concern.

**Staff Response:** Crime is not a given characteristic of a every RV camper park just as it cannot be predicted for any given commercial use. However, strategies can be implemented to prevent crime. According to the police chief, a similar RV camper park in Woodland, does not generate many crime-related calls. *See Attachment B – Public Comment.* However, the conditional use permit must be renewed annually. Frequent crime reports involving the RV camper park could lead to denial of permit renewal. In order to work toward solutions regarding existing crime and the potential for increased crime, the applicant is encouraged to discuss crime prevention for the proposed development and Belmont Loop business community at a neighborhood meeting. *See Condition #26 and Section V – Staff Recommendation and Decision.*

*See Attachment B – Public Comments.*

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## Conditional Uses – Conditions of Approval | WMC 17.72.060

**Finding 67:** Per WMC 17.72.050, the Hearing Examiner shall be guided by the following criteria in granting a conditional use permit:

- A. The proposed use will not be materially detrimental to the public welfare or injurious to the property or improvements in the vicinity of the proposed use or in the district in which the subject property is situated.

**Staff Response:** An RV camper park is not necessarily detrimental to public welfare or injurious to property in the vicinity; however, the City has made the decision to prohibit these uses in commercial districts west of I-5. This shows

that the community as a whole does have some concern. (Per WMC 17.36.030 (3), recreational vehicle camper parks are only allowed as a conditional use in the C-2 zone when located East of Interstate 5).

In order to address this, the applicant will need to adequately demonstrate that the use will be maintained in a manner that will prevent the worst potential elements to dominate the character of the use. For example, if the applicant can show that the business will not accumulate large amounts of outside storage, that animal waste will be properly addressed, that junk and debris will not be allowed to occur, that long-term occupancy will not dominate or change the character of the park and neighborhood, or that responsible measures are taken to prevent crime in the area.

Several nearby property and business owners are concerned about crime stemming from the RV Park. Crime is not a given characteristic of an RV camper park; however, the conditional use permit must be renewed annually. Frequent crime reports involving the RV camper park could lead to denial of permit renewal.

- B. The proposed use shall meet or exceed the performance standards that are required in the district in which the subject property is situated.

**Staff Response:** As conditioned, the proposal meets or exceeds the performance standards and site design standards that are required of C-2 developments. Most notably, the project lacks the required open space, but this can be remedied through revisions as conditioned. See Condition #20.

- C. The proposed development shall be compatible generally with the surrounding land uses in terms of traffic and pedestrian circulation, building and site design.

**Staff Response:** The development is compatible with the surrounding land uses because it is a commercial use. The building meets site design standards and landscaping is provided in the setback areas. However, the issue of whether long-term occupancy will result in the use functioning more as a residential use is a concern. Given the community's concerns demonstrated in public comment, the applicant will need to be able to convincingly argue that the site will retain its commercial character and not evolve into a residential-style use pattern. The applicant must demonstrate yearly that occupancy of each site was limited to 90 days. *See Conditions #13 and #21.*

- D. The proposed use shall be in keeping with the goals and policies of the Woodland comprehensive plan.

**Staff Response:** For more detail, see the staff responses in the Comprehensive Plan section above (page 14). The proposal under-utilizes the street frontage for commercial activity and staff recommends a site plan revision to address this. *See Condition #14.*

Given public response from several neighboring property owners and business owners, the proposal may not match the community's vision for Belmont Loop. However, there is not a district or neighborhood plan for Belmont Loop. Staff would support this planning activity in the future.

To provide a better opportunity for active and cooperative partnership among businesses, staff recommends that the applicant hold a neighborhood meeting to solicit feedback for the RV camper park. *See Condition #26.*

- E. All measures have been taken to minimize the possible adverse impacts, which the proposed use may have on the area in which it is located.

**Staff Response:** Of the comment letters submitted by 3/22/21, crime is the most often cited potential adverse impact. Staff would like the applicant to address their strategies for minimizing crime at the RV Park at the neighborhood meeting. *See Condition #26.* The applicant can also offer mitigation measures to address the neighbors' concerns. This criterion says "all measures have been taken to minimize possible adverse impacts." That may have been true when the application was submitted given what staff knew at the time. Now however, that may not necessarily be true given the issues raised by the neighbors. The applicant may need to revise their project and propose mitigation to be able to truly meet that criteria.

**Finding 68:** Per WMC 17.72.060, the Hearing Examiner may impose conditions of approval which are found necessary to ensure the use is compatible with other uses in the vicinity. These conditions may include, but are not limited to the following:

- A. Limiting the hours, days, place, and manner of operation;
- B. Requiring design features, which minimize environmental impacts such as, noise, vibration, air pollution, glare, odor, and dust;
- C. Requiring additional setback areas, lot area, or lot depth or width;
- D. Limiting the building height, size or lot coverage, or location on the site;
- E. Designating the size, number, location, and design of vehicle access points;
- F. Requiring street right-of-way to be dedicated and the street to be improved;
- G. Requiring landscaping, screening, drainage and surfacing of parking and loading areas;
- H. Limiting the number, site location, height, and lighting of signs;
- I. Limiting or setting standards for the location and intensity of outdoor lighting;
- J. Requiring berming, screening or landscaping and the establishment of standards for their installation and maintenance;

- K. Requiring and designating the size, height, location, and materials for fences;
- L. Requiring the protection and preservation of existing trees, soils, vegetation, watercourses, habitat areas, and drainage areas.

**Staff Response:** Conditions of approval recommended for the site plan application (SPR) and conditional use permit (CUP) are listed in Section VI below. A condition recommended by staff that is specific to the CUP is to hold a neighborhood meeting. Neighborhood meetings are a requirement of Planned Unit Residential Developments (WMC 16.22.255) and cell tower proposals (WMC 17.71.195 (F)(3)). The purpose of the neighborhood requirement is to inform the nearby property owners of the proposed development, provide additional opportunity to comment and exchange information on site design. Staff recommends discussing crime at Belmont Loop and addressing through site design and collaboration on community-wide crime reduction strategies. In order for the applicant to incorporate suggestions from the neighborhood meeting into proposal, staff recommends continuing the hearing until after the neighborhood meeting is held. *See Condition #26.*

**Conclusion:** As conditioned, the project can comply with the criteria, standards, and requirements for Recreational Vehicle Camper Parks.

## V. STAFF RECOMMENDATION & DECISION

Based on the criteria and standards outlined in Woodland Municipal Code (WMC), the City of Woodland's Development Review Committee (DRC) recommends **CONTINUING THE HEARING** for the above applications for the site plan review and conditional use permit to allow the applicant to convene a neighborhood meeting. After revising the proposal based on recommended conditions #14 (commercial use along the frontage), #20 (open space requirement), and #26 (neighborhood meeting to discuss crime and other concerns), staff recommends resuming the hearing. If these conditions are adequately addressed, staff recommends the application be **APPROVED WITH CONDITIONS**. *See Section VI for recommended conditions of approval.*

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

## VI. RECOMMENDED CONDITIONS OF APPROVAL

1. Impact fees shall be calculated and paid when building permits are issued per WMC 3.41 and 3.42.
2. The estimated number of peak hour trips results in a calculated Transportation Impact Fee of  $(19.44 \times \$838) = \$16,290.72$  for the project.
3. Fire impact fees are calculated at the time of building permit issuance and are based on \$.51 per sq ft of commercial space. Fee is estimated to be \$451.35. (\$.51 per square foot of commercial space).
4. All improvements in the public right-of-way shall be completed in accordance with City of Woodland standards per Title 12.
5. Install water services, water main extension, and backflow devices in accordance with City of Woodland Construction Standards. Comply with water supply backflow and cross-connections requirements of WMC 13.28.
6. On-site hydrants are required, the fire mains shall be public mains with a 15-foot wide easement to the City and locations shall be coordinated with CCFR.
7. Sewer mains and side services will be constructed in accordance with City of Woodland Construction Standards. Provide information detailing the estimated sewer demand to determine whether or not additional sewer improvements will be necessitated as part of the construction of this project. Applicant will be responsible for sewer system upgrades that are specifically required to address the added flows.
8. An amount as determined by the Public Works Director for Water and Sewer System Development Charges (SDC) is required to be paid prior to issuance of the building permit. The charges are in addition to the utility connection that are charged for new connections based on the water meter size. The SDC charge was paid previously for parcel 504211600, but \$6,699.46 is due for parcel 504211602.
9. Connection charges for water and sewer will be based on meter size and the current rate schedule.
10. Meet all erosion control requirements of WMC 15.10 and adhere to the submitted erosion control plan. Include an erosion control plan with the final engineering submittal.
11. Apply for a fill and grade permit.
12. Submit a final Stormwater Technical Information Report (TIR) for this project.
13. Applicant must submit materials demonstrating compliance with permit requirements for conditional use review to the Community Development Director by March 1<sup>st</sup>, every year, to continue operating under the conditional use permit.
14. Staff recommends revising the site plan to include more commercial use along the frontage.
15. Revise the site plan to show a clearly defined walkway connecting the sidewalk to the office, and the office to at least 3 RV sites and the restroom.
16. Submit building plans and elevations for a building permit for the garbage and recycling enclosure that meet site design standards for screening. It is recommended to discuss the enclosure size and location with Waste Control to determine if the enclosure design

and location is serviceable and if the garbage and recycling receptacles needed to serve 72 RV sites will fit inside.

17. Lighting shall be directed or shielded so as not to cast glare onto adjacent properties or roadways.
18. Obtain a permit for all signs prior to installation and comply with the standards of WMC 17.52.
19. Submit evidence of meeting State Department of Social and Health Services Standards prior to issuance of building permits.
20. Revise the site plan to include 20% usable open space that is available to all patrons for communal use (not contained within individual campsites) and covered with vegetation.
21. To demonstrate compliance with WMC 17.72.100 (D)(6), submit records of vehicle license numbers and occupancy dates for each vehicle as part of the annual conditional use review requirement. *See Condition #13.*
22. To demonstrate compliance with WMC 17.72.100 (D)(7), submit proof of compliance with State regulations and standards as part of the annual conditional use review requirement. *See Condition #13.*
23. Address all requirements of Clark County Fire and Rescues and submit revised plans as requested.
24. Comply with Ecology Comments during construction:
  - Use only clean fill or obtain a solid waste permit for fill.
  - Dispose of all debris at an approved site
  - Install erosion control measures prior to clearing, grading, construction.
  - Do not discharge into waters of the state.
  - Obtain a Construction Stormwater General Permit if required.
  - Report any soil/groundwater contaminants found.
25. Include a note on the site plan indicating proper course of action in the case of inadvertent discovery and that a Cultural Resource Study is required for work at a grade lower than 18 inches.
26. Applicant shall hold a neighborhood meeting prior to submitting a revised site plan and revised engineering. Staff recommends continuing the hearing until the neighborhood meeting is held.
  - a. The applicant shall mail written notice of the neighborhood meeting to all property owners within three hundred feet of the proposed project.
  - b. The applicant shall publish notice in at least one local newspaper at least ten days prior to the meeting and provide record of the notice to the Community Development Department.
  - c. The applicant shall provide written notice to City staff to attend the meeting.
  - d. The meeting may be held virtually through to Zoom, GotoMeeting or a similar service of the applicant's choosing to comply with the Governor's orders regarding public meetings.
  - e. Submit a summary of comments from the meeting to the Community Development Department.

## VII. APPEAL PROCEDURE

As per WMC 19.08.020 and 19.08.030, the decision of the Hearing Examiner may be appealed to City Council within 14 days of the date this decision is issued. Per WMC 17.81.150 the appeal shall state grounds for appeal and be submitted in writing along with payment of the appeal fee to the Community Development Department.

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

**Staff Contact:** Melissa Johnston, Associate Planner  
City of Woodland  
P.O. Box 9  
230 Davidson Ave  
Woodland, WA 98661  
[johnstonm@ci.woodland.wa.us](mailto:johnstonm@ci.woodland.wa.us)

## VIII. NEXT STEPS

If there is no appeal to the decision, the applicant may move forward to develop the site.

- Submit final civil plans addressing the conditions above. Include Woodland standard details for water, sewer, erosion control, etc. as required to support the civil design when you submit drawings for final civil approval. The details can be found at [www.ci.woodland.wa.us/departments/public-works/standards.php](http://www.ci.woodland.wa.us/departments/public-works/standards.php).
- Pay any outstanding professional consulting services per Woodland Municipal Code, Ordinance 1097.
- Submit for building, grading, and sign permits.
- Schedule a pre-construction meeting before beginning any construction activities. Contact public works at 360-225-7999 to schedule.
- Install all required landscaping and irrigation prior to applying for final occupancy.
- Submit three copies of full-sized and one copy of reduced size (11" x 17") as-built drawings. In addition, submit a CD/thumb drive containing the as-built drawings in AutoCAD and pdf formats prior to applying for final occupancy.

**Date:** 3/24/2021

**Signature:**   
\_\_\_\_\_  
*Melissa Johnston, Associate Planner*

cc:

Applicant  
Property Owner  
City Engineer  
Parties of Record  
Department Heads  
Building Official  
Fire Marshal

Planning Commission  
City Council  
Mayor  
File  
Counter Copy  
Website

**ATTACHMENTS**

- A. Site Plan & Narrative
- B. Public Comment



**Attachment A**  
Site Plan & Narrative

# Belmont Loop RV Park

## An RV Park Development

Located in the "SOLOMON STRONG DLC in the SE 1/4 of Section 12, T5N R1W WM, COWLITZ COUNTY, WASHINGTON

Cowlitz County Parcel #s: 504211600 & 504211602

Address: TBD Site Address, Belmont Loop, Woodland Washington 98682

### Legal Description:

**PARCEL 504211600:** LOT 10 OF PACIFIC PARK CENTER, BINDING SITE PLAN REVISION #3, ACCORDING TO THE PLAT THEREOF RECORDED, IN VOLUME 1 OF BINDING SITE PLANS, PAGE 44, UNDER AUDITOR'S FILE NO. 3191195, BEING A PORTION OF LOT 8 OF PACIFIC PARK CENTER, BINDING SITE PLAN REVISION #2, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 1 OF BINDING SITE PLANS, PAGE 41, UNDER AUDITOR'S FILE NO. 3155290, BEING A PORTION OF PACIFIC PARK CENTER PHASE 2, BINDING SITE PLAN, RECORDED IN VOLUME 1 OF BINDING SITE PLANS, PAGES 32-35.

**PARCEL 504211602:** LOT K OF PACIFIC PARK CENTER, BINDING SITE PLAN, REVISION #3 ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 1 OF BINDING SITE PLANS, PAGE 44, UNDER AUDITOR'S FILE NO. 3191195, BEING A REVISION OF LOT K OF PACIFIC PARK CENTER, BINDING SITE PLAN REVISION #2, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 1 OF BINDING SITE PLANS, PAGE 41, UNDER AUDITOR'S FILE NO. 3155290, BEING A REVISION OF THE PACIFIC PARK CENTER PHASE 1, RECORDED IN VOLUME 1 BINDING SITE PLANS, PAGES 25-28, AND A REVISION OF PACIFIC PARK CENTER PHASE 2, BINDING SITE PLAN, RECORDED IN VOLUME 1 OF BINDING SITE PLANS, PAGES 32-35

### Open Space:

- Total useable site area = 160,813 S.F.
- RV parks require 20% of total useable area to be open space
- Required opens space for this development = 32,163 S.F.
- Proposed open space for this development = 36,092 S.F.

(A)	19,742 S.F.
(B)	852 S.F.
(C)	255 S.F.
(D)	173 S.F.
(E)	690 S.F.
(F)	105 S.F.
(G)	391 S.F.
(H)	453 S.F.
(I)	284 S.F.
(J)	3,008 S.F.
(K)	380 S.F.
(L)	1,119 S.F.
(M)	8,640 S.F. (72 RV spaces X 120 S.F. each)

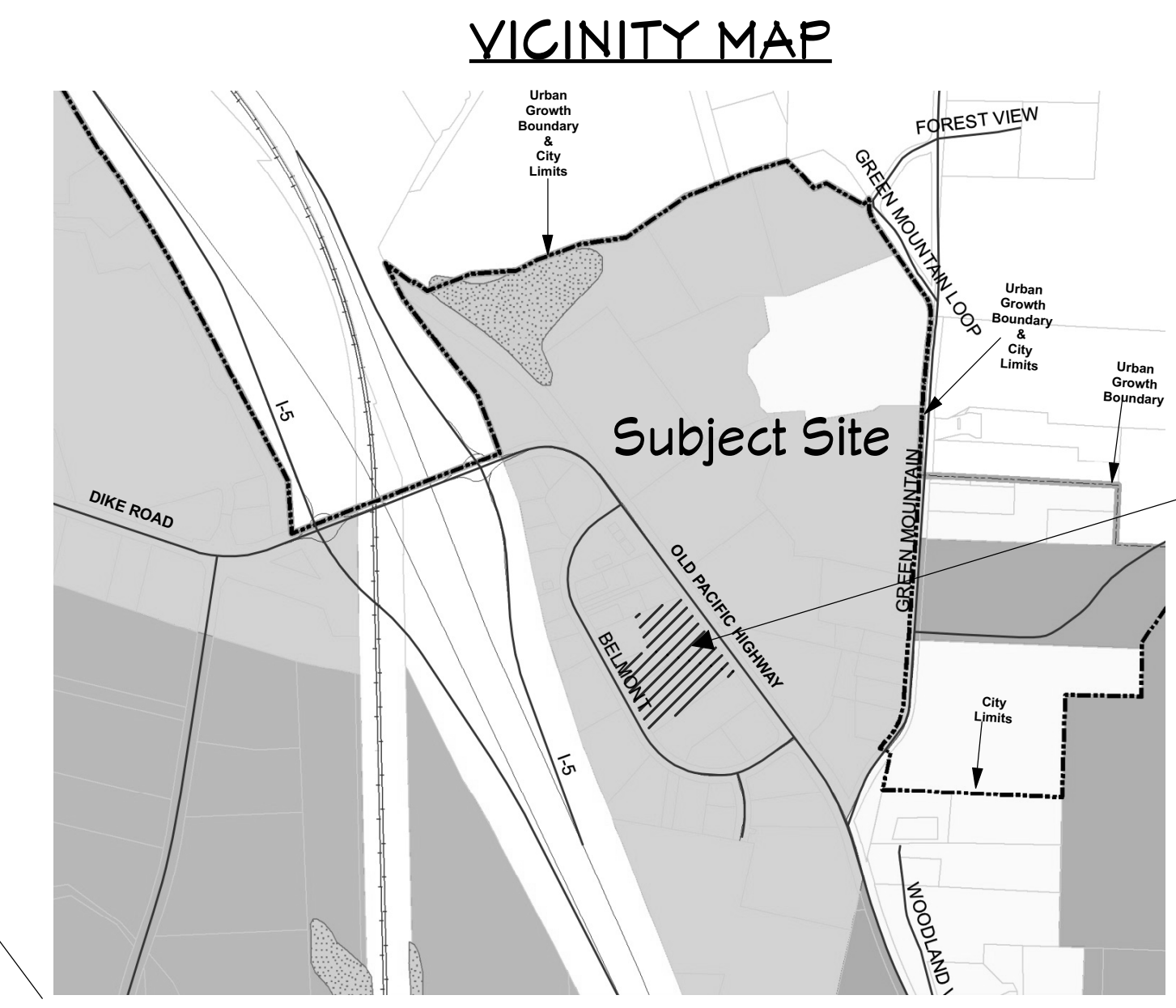
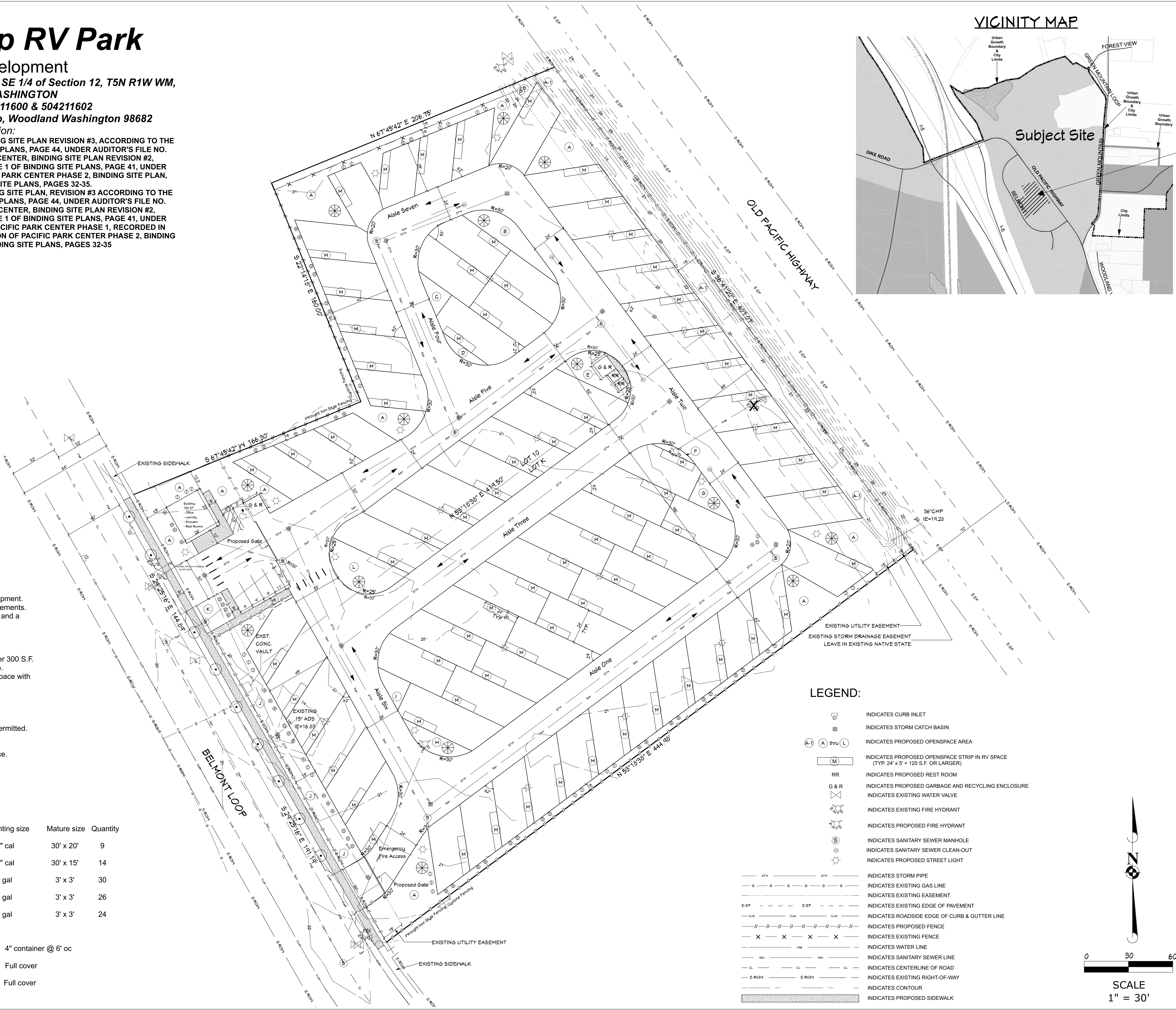
### Site Notes and Proposed Improvement Plan Notes:

- 1) Site contains 160,813 S.F. / 3.69 Acres
- 2) Site is currently zoned Highway Commercial, (C-2).
- 3) This development proposes an RV Park with 72 RV spaces.
- 4) Smallest RV space is 910 S.F.
- 5) There are no critical areas.
- 6) No additional dedication of right-of-way is proposed with this development.
- 7) Sidewalks along Belmont Loop are the only proposed public improvements.
- 8) This development proposes an office building with laundry showers and a restroom.
- 9) This development also proposes an additional restroom.
- 10) Both building total 826 S.F. equal to 0.5% of total site areas.
- 11) PARKING:
  - The office building is 764 S.F. requiring only 3 parking spaces at 1 per 300 S.F.
  - C-2 minimum required parking spaces is 4, including one ADA space.
  - This development proposes 5 parking spaces, including one ADA space with loading area.
  - Parking area is 1,48 S.F. equal to 0.65% of total site area.
- 12) No outside storage is proposed with this development.
- 13) Site is not located within the 100 year flood plain.
- 14) Site is not located within 200' of any lake, river, stream etc.
- 15) Any new signs will be installed and to City of Woodland code and permitted.
- 16) No phasing is proposed with this development.
- 17) This development proposes 80% of total site as impervious.
- 18) This development proposes 20% of total site as pervious open space.

### Landscape Plan:

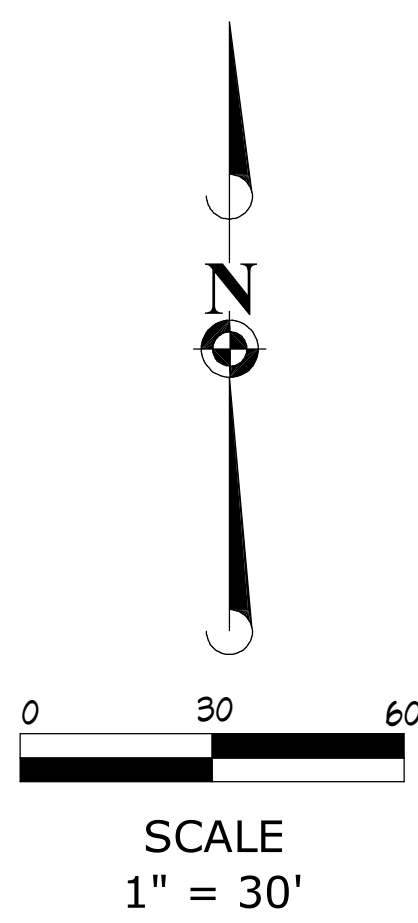
#### Planting Schedule

Symbol	Common name / Botanical name	Planting size	Mature size	Quantity
●	Persian Parrotia / Parrotia persica	2" cal	30' x 20'	9
⊗	Edith Bogue Magnolia / Magnolia grandiflora	2" cal	30' x 15'	14
⊕	Mt. Fire Pieris / Pieris japonica 'Mt Fire'	1 gal	3' x 3'	30
⊖	Nandina / Nandina domestica 'Gulf stream'	1 gal	3' x 3'	26
⊕	Bird Nest Spruce / Picea abies 'Nidiformis'	1 gal	3' x 3'	24
(A) thru (K)	Mixture of the following:			
	- Kinnikinnick / Arctostaphylos uva-ursi	4" container @ 6" oc		
	- Qualifying Mulch and/or Bark	Full cover		
(L) and (M)	Artificial Lawn	Full cover		
(A-1)	Leave in existing native state			



### LEGEND:

- ⊕ INDICATES CURB INLET
- ⊖ INDICATES STORM CATCH BASIN
- (A) thru (L) INDICATES PROPOSED OPENSOURCE AREA
- (M) INDICATES PROPOSED OPENSOURCE STRIP IN RV SPACE (TYP. 24' x 5' = 120 S.F. OR LARGER)
- RR INDICATES PROPOSED REST ROOM
- G & R INDICATES PROPOSED GARBAGE AND RECYCLING ENCLOSURE
- ⊗ INDICATES EXISTING WATER VALVE
- ⊕ INDICATES EXISTING FIRE HYDRANT
- ⊖ INDICATES PROPOSED FIRE HYDRANT
- ⊕ INDICATES SANITARY SEWER MANHOLE
- ⊖ INDICATES SANITARY SEWER CLEAN-OUT
- ⊕ INDICATES PROPOSED STREET LIGHT
- STW — INDICATES STORM PIPE
- G — INDICATES EXISTING GAS LINE
- E.E.P. — INDICATES EXISTING EASEMENT
- CUP — INDICATES EXISTING EDGE OF PAVEMENT
- — — INDICATES ROADSIDE EDGE OF CURB & GUTTER LINE
- X — X — X — X — INDICATES PROPOSED FENCE
- W — INDICATES EXISTING FENCE
- — — INDICATES WATER LINE
- S — INDICATES SANITARY SEWER LINE
- CL — INDICATES CENTERLINE OF ROAD
- E-ROK — INDICATES EXISTING RIGHT-OF-WAY
- — — INDICATES CONTOUR
- — — INDICATES PROPOSED SIDEWALK



DRAWINGS PROVIDED BY:  
Wolfe Project Management, LLC  
mason@wolfepm.com  
&  
Wyndam Enterprises, LLC  
ed@ed-greer.net

**Belmont Loop RV Park**  
An RV Park Development  
In the SE 1/4 of Section 12, T5N R1W WM  
County Parcel #s: 504211600 & 504211602  
Belmont Loop  
Woodland Washington, 98682

# SITE PLAN

Owner / Applicant:  
**Belmont Loop Storage, LLC**  
Luke Johns, Member  
4101 NE Winemaha Street, Suite C305  
Vancouver, WA 98661  
360-635-8271 / lukjohns@gmail.com

Project Contact:  
Mason Wolfe  
Wolfe Project Management, LLC  
Land Use Planning and Consulting  
2401 N Main Street, Suite 210  
Battle Ground, WA 98604  
360-371-1455 / mason@wolfepm.com

DATE:  
12/9/20

REVISED:

SHEET:  
**P-1**

# **Narrative for Belmont Loop RV Park A Type II Site Plan Review And Conditional Use Permit**

**12-09-2020**

**Owner / Applicant:** **Belmont Loop Storage LLC**  
Luke Jolma  
4707 NE Minnehaha Street , Suite C305  
Vancouver, WA 98661  
(360) 635-2627  
lukejolma@gmail.com

**Project Contact:** **Wolfe Project Management, LLC**  
Mason Wolfe  
2401 W Main Street, Suite 210  
Battle Ground WA 98604  
(360) 907-9588  
mason@wolfepm.com

## **Introduction:**

This proposal is to develop 3.69, (160,813 SF) acres into; 72 full utility hookup RV sites; with an office building consisting of an office, restrooms, showers and laundry facility; a second building with two restrooms; open space; two garbage and recycling enclosures; and parking for the office building.

## **Site Location and Characteristics:**

The site is located in the Southeast quarter of Section 12, Township 5 North, Range 1 West, of the Willamette Meridian, and falls within the Solomon Strong DLC in Cowlitz County, Washington. This site is bordered by Belmont Loop to the Southwest and Old Pacific Highway to the Northeast. The subject property tax account numbers are 504211600 & 504211602. The property is zoned Highway Commercial, (C-2) with a Comprehensive Plan designation of Commercial.

Subject parcels are currently a vacant field with no improvements.

The site is generally flat with grassy fields. There are no critical area indicators present. This site is within the City of Woodland Transportation District; Woodland School District; Clark County Fire and Rescue Fire District 5; City of Woodland Water District; and City of Woodland Sewer District.

Parcels to the North and South are also C-2 and developed as commercial improvements or unimproved.

**The LEGAL DESCRIPTION for the parcels:**

PARCEL 504211600: LOT 10 OF PACIFIC PARK CENTER, BINDING SITE PLAN REVISION #3, ACCORDING TO THE PLAT THEREOF RECORDED, IN VOLUME 1 OF BINDING SITE PLANS, PAGE 44, UNDER AUDITOR'S FILE NO. 3191195, BEING A PORTION OF LOT 8 OF PACIFIC PARK CENTER, BINDING SITE PLAN REVISION #2, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 1 OF BINDING SITE PLANS, PAGE 41, UNDER AUDITOR'S FILE NO. 3155290, BEING A PORTION OF PACIFIC PARK CENTER PHASE 2, BINDING SITE PLAN, RECORDED IN VOLUME 1 OF BINDING SITE PLANS, PAGES 32-35.

PARCEL 504211602: LOT K OF PACIFIC PARK CENTER, BINDING SITE PLAN, REVISION #3 ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 1 OF BINDING SITE PLANS, PAGE 44, UNDER AUDITOR'S FILE NO. 3191195, BEING A REVISION OF LOT K OF PACIFIC PARK CENTER, BINDING SITE PLAN REVISION #2, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 1 OF BINDING SITE PLANS, PAGE 41, UNDER AUDITOR'S FILE NO. 3155290, BEING A REVISION OF THE PACIFIC PARK CENTER PHASE 1, RECORDED IN VOLUME 1 BINDING SITE PLANS, PAGES 25-28, AND A REVISION OF PACIFIC PARK CENTER PHASE 2, BINDING SITE PLAN, RECORDED IN VOLUME 1 OF BINDING SITE PLANS, PAGES 32-35

**WMC 13: Water and Sewer Service**

Connection to the public water main will be located near the north side of the proposed entrance to the site on Belmont Loop. Connection to the public sewer system will be located near the south side of the proposed entrance to the site on Belmont Loop. Connection will not take place until Site Plans and Engineering Plans have been approved.

**WMC 14: Buildings and Construction**

Buildings for the site will adhere to the International Building Code (IBC), the International Mechanical Code (IMC), Uniform Plumbing Code (UPC) and the International Fire Code (IFC) as required in WMC 14.04.

**WMC 15.04: Environmental Policy**

The State Environmental Policy Act 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 Checklist is included with this application.

**WMC 15.10: Erosion Control**

Erosion Control measures will be submitted with final engineering that will promote health, safety and welfare for the general public. Best Management Practices (BMPs) will be chosen for appropriate phases of land disturbing activity at the subject site. No soil on the site will remain unstabilized for more than seven days during the dry season (May 1 – Sept 30) or more than 2 days during the wet season (Oct 1 – April 30).

### **15.12: Stormwater**

The city has approved use of the existing, approved detention and treatment facility located on the western side of Belmont Loop. Site runoff will be conveyed through an existing 18" culvert located under Belmont Loop. A final Technical Information Report prepared by PLS Engineering was submitted and approved with the previous application for this site known as "Belmont Loop Self Storage". This new development application is substantially similar to the previous approved development application and proposes less impervious surface than the previous application. A final TIR will be prepared and submitted with the final engineering submittal for this RV park development.

### **17.36: Highway Commercial**

Both parcels have a C-2 Highway Commercial zoning designation which is a classification providing for commercial services which are accessible by trucks, require extensive outdoor storage or display areas as well as off street parking and loading areas. It is intended to "minimize any undesirable impacts of these uses on other nearby uses and zoning districts". No regular truck traffic or loading is proposed with this development.

The site is 3.69 acres in size combined. The applicant proposes to develop the two parcels into an RV park with accompanying office building and additional restroom building. The RV park consists of 72 RV sites, the smallest of which is 910 SF meeting the minimum site size of 750 SF. The office building is 728 SF and consists of an office, restrooms, showers and laundry facility. The secondary building consists of two restrooms. RV parks are permitted under Conditional Use WMC17.72.060 and has its own set of standards under WMC17.72.100 (D). Conditional Use standards and RV park standards are addressed later in this narrative.

The proposed office building has been placed at the edge of an existing 15' utility easement, placing it as close as possible to the fronting public street per COW 17.36.070 1. Enhanced vegetation is proposed to compensate for the required setback. The location of the office building entrance will be located on the southern side of the building. Per COW code 17.36.130 G1, the entrance to the office building will have a large entry door and a porch type canopy.

Maximum building heights within the C-2 zone are 45' and the minimum building heights are 15'. The office building is proposed at 17' maximum height.

Please see the Proposed Site Plan for further details.

### **17.48 Performance Standards**

Primarily, noise from the site will be caused by construction activities, however due to its proximity to I-5, the noise should be miniscule. Construction hours will be set so that construction noise will not be present after normal work hours.

### **17.52 Signs**

A sign will be designed based on parameters from the Woodland Municipal Code. The applicant will be submitting signage application separately.

### **17.56 Off-Street Parking and Loading**

Per COW code 17.56.010 B, one parking space is required for every three hundred square feet of gross floor area with a minimum number of 4 spaces. The office building for the site measures 728 sq-ft. The proposed development will include a total of 5 on-site parking spaces, (including an ADA space) located adjacent to the office building at the entrance off Belmont Loop. The number of spaces will be sufficient for the uses planned on the property. RV parking will be reserved in the building spaces planned for the RV users and not parking outside the proposed gate. Parking by the office will be for trips associated with prospective customers and the on-site manager working at the site.

Drive aisle dimensions on the site are a minimum of 24' and will provide two-way traffic flow.

No loading areas are proposed or necessary for this RV park.

### **17.64 Water Supply and Sewage Disposal**

The office building will be connected to the City of Woodland public sewer and water systems. A sanitary sewer stub and water stub are located on the eastern side of Belmont Loop.

### **17.72.50 Conditional Use**

- A.** This development will not be materially detrimental as it fits in well with a freeway adjacent commercial development with access to the freeway and surrounding services.
- B.** This development meets performance standards of the zoning district as it will have regular revenue from RV sites and provides permanent employment onsite.
- C.** This development is generally compatible with surrounding uses with traffic & pedestrian circulation and buildings. This development will extend sidewalks and construct vehicular entrances that meet traffic standards for this district and the buildings will be in similar kind to existing buildings.
- D.** This development meets performance standards of the comprehensive plan as it will have regular revenue from RV sites and provides permanent employment onsite.
- C.** With 20% open space and vegetation, this development will more than mitigate any minor adverse impact it may have.

### **17.72.100 (D) Recreational Vehicle Camper Park**

1. Any signs will meet this standard and the sign standards of WMC.
2. All camper spaces have more than the minimum 750 SF requirement.
3. Public water and sewer is being provided to all buildings and camper sites.
4. This development proposes more than 20% of open space.
5. No residences are proposed at this time.
6. No occupancy of any camper site will be permitted beyond 90days, provided however, if the City of Woodland revises its code to allow longer occupancy, applicant may utilize this revision upon future agreements of impact fees.
7. This camper park will meet and adhere to all state regulations and standards related to operation and maintenance of recreational vehicle facilities.

**19.10.050 Site Plan Review Submittal Requirements**

All Site Plan Review Submittal Requirements have been included.

**19.10.060 Site Plan Approval Criteria**

All conditions for approval have been addressed with this submittal.

**Topographic Data**

Topographic and boundary data as shown on the Existing Conditions Plan is based on a topographic survey completed by PLS Engineering. A final grading plan will be submitted with final engineering.

**Pre-Application Conference Issues and Required Applications:**

The major issues and comments from The City of Woodland staff have been addressed with this application.

**Summary**

The development of this property into a commercial facility will aid in meeting both the zoning and comprehensive plan goals for the area. The full build-out of this development will provide needs along I-5 within the City of Woodland as well as create frontage improvements to a developing area within the City of Woodland.

**Attachment B**  
Public Comments



## Melissa Johnston

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**From:** Brooke Fleager <brookefleager@yahoo.com>  
**Sent:** Friday, March 19, 2021 7:11 PM  
**To:** Melissa Johnston  
**Cc:** Travis Goddard; kellyj@woodlandpd.org; Janice Graham; Carol Rounds; Karl Chapman; DeeAnna Holland; Benjamin Fredricks; Monte Smith; David Plaza  
**Subject:** Deny the Application For Conditional Use based upon the lack of neighborhood compatibility, Character of the Business Neighborhood

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

My name is Bret Fleager and I own 1855 Belmont loop and I use to own 1875 Belmont Loop. It has been brought to my attention that a trailer park is trying to go in on Belmont loop and I am in total disagreement with this. I have really nice and clean tenants in my 3 building complex and this will not only affect my renters but will also affect my ability to rent my investment out due to the crime, drug use, theft, and everything else this trailer park would bring into Belmont Loop. This WILL bring my property value down and WILL bring numerous safety concerns to my renters. Belmont Loop is a BUSINESS PARK not a residential area. I built my first rental building about 4 years ago and sold it and a little over a year ago I built another complex on Belmont Loop. I did this all myself and have a lot of blood and sweat into this investment. If this gets approved my renters told me that they will move out for safety concerns, my rent will be negatively affected and my property value will go down, then I will be hiring an attorney and will be seeking damages. The city of Woodland has rules and zoning for a reason. If the city denied a 150 room senior living center for " Not constant with the neighborhood" then this trash filled RV park is 100% "Not constant" with the Belmont BUSINESS neighborhood. I hope you will not pass this through and think of the business owners who already invested in Woodland.

Thanks Bret Fleager (360)-931-6921

## Melissa Johnston

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**From:** Dr. Courtney Smither, DC <drcourtneysmither@gmail.com>  
**Sent:** Sunday, March 21, 2021 1:17 PM  
**To:** Melissa Johnston  
**Cc:** David Plaza; Monte Smith; Benjamin Fredricks; DeeAnna Holland; Karl Chapman; Carol Rounds; Janice Graham; Travis Goddard; kellyj@woodlandpd.org; Roberta Hemmelman  
**Subject:** Belmont Loop RV Park Opposition

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

March 21, 2021

RE: Proposal for Belmont Loop RV Park

Dear City of Woodland,

I am an employee at Woodland Chiropractic Wellness Clinic and have recently learned of a proposition submitted to the City of Woodland for a 72-unit RV park for the lots on Belmont Loop. **I strongly oppose this proposition and am asking that the City of Woodland deny this Application for Conditional Use.** The primary reason I am pressing for a denial is that the proposed RV park is **not at all compatible with the surrounding neighborhood and such a development would create great strain on the neighborhood businesses and safety of the community.**

Belmont Loop is a commercial/ industrial use neighborhood. An RV park is introducing a reason for people to live within this commercial neighborhood. Even temporary living should not be allowed. The City of Woodland just recently rejected a proposal for a senior living facility near Safeway, due to the necessity of the residents to travel through a commercial/industrial neighborhood. This is no different. Temporary or not, people should not be living in camping trailers next to small local businesses that are trying to create a common, united business community.

We have learned that the applicant has no plans for CC&Rs or any sort of restrictions for who can rent and what can go on within the park. As this location has no natural water access, and the proposed site development plan shows no pool, park or rec room, this RV park is likely to attract low-income and transient populations. This becomes a significant safety concern for all surrounding businesses within our neighborhood and quite frankly, for the entire City of Woodland. The proximity of this location to the I-5 on/ off ramps makes this an ideal location for panhandlers. In fact, at that proposed rate for the rental of an RV site at the proposed RV park, one would only need to accumulate \$26 dollars per day.

Belmont Loop already has increasing issues with theft, property damage, and transient populations. The proposed RV Park has potential to dramatically increase these issues and drive our local small businesses both down and away. This is in *no way* a benefit to the Belmont Loop neighborhood or the community of Woodland, which depends on many of these businesses.

Our Belmont Loop neighborhood depends on the safety and unity of our businesses and this proposed RV park development would damage both. **I beg you to strongly consider the denial of the Conditional Use application for the Belmont Loop RV Park.**

Thank you for your time and consideration.

Sincerely,  
Dr. Courtney Smither, DC

Woodland Chiropractic Wellness Clinic  
1933 Belmont Loop, Woodland, WA 98674

## Melissa Johnston

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**From:** Maryann Wilson <marycnatraining@aol.com>  
**Sent:** Saturday, March 20, 2021 12:24 PM  
**To:** Melissa Johnston  
**Subject:** Re: Belmont Loop Transient RV/Park

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**Categories:** Office Reminders

March 20, 2021

Dear Melissa,

Our business was in complete shock to find out that a 72 place trailer park was planned for the vacant land of 3.5 acres within Belmont area.

As owners of Mary Ann's CNA Nursing School at 1924 Belmont Loop we **unequivocally say no to a trailer park** with in Belmont Loop business area.

This is a business park and that is why we bought the building almost 3 years ago. As Nursing Instructor 40 years and owner of this school we are troubled deeply. We would have been at meeting had we known in time. This seems unreasonable and I will explain our concerns as follows:

A year ago while conducting a State Board Examination for our Nursing students a homeless person entered our building unknown to us. All of a sudden out of no where a homeless man was standing in our kitchen. When my employee who was shocked to see him asked what he was doing he replied, "that's a kitchen isn't it, I am here to eat." The man was insistent on getting food. Now my employee who is 6'1 a former police officer had no problem getting him out. But what if it had been one of my nurses...Once my employee got him out he noticed a light on in our bathroom. The scene was something out of a '**horror movie blood splattered**' mess where the homeless man took a bath in our sink...blood everywhere all over the walls, sink, toilet,...it appeared that he might have been doing drugs in there as well as evidenced by the amount of blood everywhere. The trash was full of paper towels where it appeared he was washing himself. Needless to say that was major cleanup.

A second incident happened a couple months ago and was documented with Woodland Police. An old motor home was parked in our parking lot and my husband started to approach it as our nurses said it had been there a few days. After seeing someone peek out of the curtains my husband decided to go to the police department and report it to see if he could come. At first they said No it's on private property. But finally my husband convinced them please check it out. As it turned out the man had guns in his motor home. The police came a 9 cop police chase ended in a car crash on I-5 where the man a felon was taken in to custody. Now prior to this that same motor home had been parked on the street near our business. Cannot imagine what it would be like with a trailer park here.

Safety is of our concern. We moved our business from 5317 St John's road in Vancouver where there was a trailer park close and we had several incidents of people entering our business trying to score drugs...numerous car break ins... Once a man came in with a gun looking for food and money...several times we saw them go right back to the trailer park.

Our business could be ruined if students are afraid to park in our parking lot or attend classes. This is a business park. Since the counsel passed a No RV park shall exist on west

side of I-5, we want None on east side of I-5 as well. We have a major investment in our Nursing School and our community especially with Covid-19 we are staffing CNA's many of the Nursing homes, Assisted Living ,Memory Cares, and Hospitals. Please consider this would be a **detriment to our Belmont Business Community.**

Kindest Regards,  
MaryAnn Wilson, RN  
Gary Wilson  
Owners of School

**From:** [JAY DAWSON](#)  
**To:** [Melissa Johnston](#)  
**Subject:** RV Park on belmont loop/Attn Melissa Johnston  
**Date:** Monday, March 22, 2021 1:43:30 PM

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To: City of Woodland/Melissa Johnston

To who it May Concern:

My name is Jay Dawson and I am the owner of the building at 1933 Belmont Loop. Having recently learned of the planed development of a RV Park in the heart of Belmont Loop I need to express my serious concerns.

This type of development does not match-up with Belmont Loop being a "business Center" and certainly is not the "highest and best use" of this property. As we all know, an RV park actually becomes a type of "transient residence". It may be claimed to be a business due to the fact that the residents are not permanent as long as they move their RV every x number of days.

There is serious concern amongst many business owners on Belmont loop as to the negative effect this will have to our businesses. Any new business coming into Belmont Loop should enhance our businesses not detract from our business....I believe an RV park has a high potential of bringing negative energy to our collective businesses at Belmont Loop.

Our concerns include but are not limited to; increased crime, loss of business/land valuation, increased issues (drugs, garbage, sewage...) with the transient population, and many others.

The city of Woodland has already determined that there will be no RV Parks west of I5, that is clearly for a reason; the city understands that RV parks have a negative effect on business and property values....nobody wants to live/work next to a RV park. Do you wants YOUR KIDS going to school next to an RV Park? Do you want YOUR business next to an RV Park?

Jay Dawson

jsd1959@comcast.net



# LOSS PREVENTION GROUP

Prevent, Detect and Recover

1925 Belmont Loop  
Suite 210  
Woodland, WA 98674  
1-800-481-4633  
www.lpgnw.com

March 22, 2021

City of Woodland  
Attn: Melissa Johnston / Travis Goddard  
Woodland, WA 98674

**RE: Proposed RV/Trailer Park in Belmont Loop**

Melissa,

*The way we grow our cities and towns in the PNW often produces a few winners and many losers. While we realize that no neighborhood can be exempt from change, there should be no reason for a neighborhood (especially an energetic and vibrant business neighborhood like Belmont Loop is becoming) to experience sudden, radical change.*

*If this trailer or RV park is allowed to be built, the negative energy, lack of synergy, and the great potential for providing NO POTENTIAL for the Belmont Loop businesses park will be significant. Please, we implore you. Do NOT allow this park project to move forward. We need legitimate businesses in our business park.*

*If this trailer park is allowed, it may open a plethora of such trailer parks, within the same vicinity (as in the 5+ acres directly SW of Belmont Loop along the interstate or the two 2.5 acre lots on the south side of Belmont Loop).*

*Thank you for your consideration in this.*

*Cheri Nigro,*

*Landlord Owner of 1925 Belmont Loop*



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Suite 210  
Woodland, WA 98674  
1-800-481-4633  
www.lpgnw.com

March 22, 2021

City of Woodland  
Attn: Travis Goddard & Melissa Johnston  
Woodland, WA

## **RE: Proposed Temporary RV/Trailer Park on Belmont loop**

Travis & Melissa,

It came to light to me at last week's planning commission meeting, that a Mr. Luke Jolma is planning to build a temporary occupancy RV park on Belmont Loop here in Woodland. Let's call this what it is.... This will be a trailer park. This proposed RV park will absolutely destroy the energy and vitality that Woodland is seeing throughout the Belmont Loop Business Park.

This is beyond a doubt a most pitiful idea for the city of Woodland, let alone our Belmont Loop Business Park. The developer, Mr. Luke Jolma, had initially planned to build RV storage and now have changed the project to a trailer park as there is a "glut" of RV storages. Beyond a doubt, this property must remain a business park and not a business park with a trailer park within it. This would result in a ruination of the character of any legitimate business park. Mr. Jolma's business model is to have newer \$80k to \$200k newer motor homes and trailers therein. If that business model doesn't work (and lets face it, this is I-5 frontage, not the picturesque Columbia River) there will be older 15 to 20 year old "Cousin Eddy" trailer trash motor homes where tenants will live. At \$800 per month, or \$25 per day, residents can simply earn by holding a sign on the nearby interstate on ramp with a "anything will help" sign.

Simply look at Beebe's Landing at the confluence of the Lewis River and the Columbia river in the bottoms of Woodland. Better yet, drive to Delta Park or anywhere from I-5 from Portland to Salem. Look at the Longview RV/trailer park that is now a homeless camp. At the risk of sounding insensitive, "trailer trash" will be unavoidable. If built, there should be parameters to what is accepted such as age of vehicles, limit the time of stay, but who is going to enforce this? The Police certainly won't as that would be a civil matter. Will your office? We all know how the shell game is played. Simply move the trailer from one spot to another. If that does not work, let's not fool ourselves into thinking that there won't be all types of dilapidated trailers and motor homes along Belmont Loop and throughout Woodland constantly.



Moreover, over the past two years we have experienced huge increase in crime on Belmont Loop. It was the last straw for the driving school at 1930 Belmont Loop last fall when some losers cut out the catalytic converters in all three of their student cars overnight in a two-week period. They moved. Reed's automotive is constantly dealing with break ins as well. The owner brings his gun to work in the evenings because of the crimes. I had to call the police last summer because some bum was peeking through the office windows at one of the ladies in the Hayden Home's office at 1925 Belmont Loop. We later found that he was a known, repeated felon. Bums have defecated behind my building and under my trees. Believe me, cameras and security systems are virtually useless. Just ask the police for verification on that. As a matter of fact, please get the police involved in this discussion. Most importantly, we have a daycare center adjacent to this RV/trailer park. The owner is concerned, as she should be, about needles and nomadic trailer dwellers. She has had this EXACT same problem at one of her other locations. Who is going to assure needles are not left around? This demographic of people will be allowed to rent space no matter the age or condition of their trailers and no criminal background checks. Who is going to assure that the people living there are not sex offenders or felons? Is your office going to do this?

Unless you follow through and somehow deny this destructive business model for our city's business neighborhood, there may be trashy RV's and trailers in that park, bums panhandling throughout Belmont Loop and on the interstate on-ramps and lets perhaps look forward to dilapidated campers and trailers that will be abandoned on Belmont Loop that the city must regularly tow away. I suppose that these camper dwellers can then fill the woods between Belmont Loop and I-5 with their tarp and tent communities. (That is NOT an over embellishment. Look everywhere South of Woodland)

I cannot imagine Kalama or Ridgefield would ever accept such a concept. Perhaps Longview or Portland would, but I never guessed Woodland would. We business and landowners on Belmont Loop are justly angry and blindsided by this proposed RV/trailer park. We see it as a significant liability and not an asset to both Belmont Loop and the City Woodland. This is absolute radical change to this neighborhood.

Please deny the conditional use of this property for the RV park, based upon recent case history of denied conditional use permits, and the extreme change and impact it will make on this business neighborhood as it will in essence become a low-income residential neighborhood within what was a business park. We would welcome a project by Mr. Jolma, just not a trailer park.

My best,

Sam Nigro  
Loss Prevention Group  
1925 Belmont Loop, Ste 210  
Woodland, WA 98674  
(360) 841-8412

## Melissa Johnston

---

**From:** Bruce Hemmelman <bahemmelman@yahoo.com>  
**Sent:** Monday, March 22, 2021 9:08 PM  
**To:** Melissa Johnston  
**Cc:** Bruce Hemmelman  
**Subject:** 1860 Belmont Loop - Application #SPR 20-011 and CUP 20-001

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Application #SPR 20-011 and CUP 20-001

1860 Belmont Loop

To Whom It May Concern,

I STRONGLY OBJECT to the application to grant a Conditional Use Permit to a temporary stay RV Park on Belmont Loop.

Our corporation invested in building in Woodland and on Belmont loop for several reasons. Among those was the safe environment provided by the community for our tenants and their customers, the cleanliness of the business park and area, and the long-term investment possibilities that the location within the City of Woodland.

Allowing a short-term RV Park to be built within the Belmont Loop Business Park would negatively affect all of the reasons we chose to build there.

Addressing each of our points above, the largest concern that we have is the safety of our tenants and their customers. I know that our tenants are already struggling with transient individuals sleeping outside the current place of business and that the Woodland Police have been summoned to roust said individuals. The responding officers told our tenants that they were seeing a lot of homeless transients along the I-5 Freeway and that it was only going to continue to get worse. Allowing a short-term RV park will only further to bring these individuals into Woodland and the Belmont Business loop.

Along with safety concerns, homeless and transient persons do not care for the property they are on nor the adjacent properties that they may cross. During construction of our building, we have already had vagrant visitors to our job site that have left drug paraphernalia and garbage for us to clean up and several cases of theft have occurred. This will only continue to get worse if the RV Park is allowed.

Both of these issues will lead to definite and immediate losses in our long-term investment in the building, property and for the Community of Woodland as a whole. We will be forced to address safety and security concerns and costs, we will have to address garbage and drug paraphernalia disposal costs and in the long-term, these issues will negatively affect the value of our property and our investment.

I strongly encourage you to not grant a Conditional Use Permit to a temporary stay RV Park on Belmont Loop and encourage you to keep Woodland the safe and beautiful city that it is today.

Sincerely,

Bruce Hemmelman

Hemmelman Holdings Inc.

**From:** [Roberta Hemmelman](#)  
**To:** [Melissa Johnston](#)  
**Subject:** Objection to the proposed RV Park at 1860 Belmont Loop  
**Date:** Monday, March 22, 2021 9:12:40 PM

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March 22, 2021

RE: Proposal for Belmont Loop RV Park

Applications: SPR 20-011 and CUP 20-001

1860 Belmont Loop, Woodland, WA

Dear City of Woodland,

We, at Woodland Chiropractic Wellness Clinic, have recently learned of a proposition submitted to the City of Woodland for a 72-unit RV park for the lots on Belmont Loop. As the owner of this business, I strongly oppose this proposition and am asking that the City of Woodland deny this Application for Conditional Use. The primary reason we are pressing for a denial is that the proposed RV park is not synergistic with the surrounding neighborhood of commercial businesses.

Belmont Loop is a commercial/ industrial use neighborhood. An RV park is introducing a reason for people to live within this commercial neighborhood. Even temporary living should not be allowed. The City of Woodland just recently rejected a proposal for a senior living facility near Safeway, due to the necessity of the residents to travel through a commercial/industrial neighborhood. This is no different. Even though RV Parks may be considered commercial land use by city code, the bottom line is that people would be living there and that, for all other intents and purposes, is the definition of residential. People should not be living in camping trailers next to small local businesses that are trying to create a common, united business community.

We have learned that the applicant has no plans for CC&Rs or any sort of restrictions for who can rent and what can go on within the park. Also, being these will be short-term rentals, the inhabitants have no investment in the City of Woodland or to the Belmont Loop community. This becomes a significant safety concern for all surrounding businesses within our neighborhood and quite frankly, for the entire City of Woodland. I employ an entirely female work force and the safety of my staff is of utmost concern. Belmont Loop already has increasing issues with theft, property damage, and transient populations. The proposed RV Park has potential to dramatically increase these issues and drive the value and success of our local small businesses down. This is in no way a benefit to the Belmont Loop neighborhood or the community of Woodland, which depends on many of these businesses. We are in fact

getting ready to move into a new location on Belmont Loop. I am now questioning this decision as the move will put our office in closer proximity to the proposed RV park.

Our Belmont Loop neighborhood depends on the safety and unity of our businesses and this proposed RV park development would damage both. We beg you to strongly consider the denial of the Conditional Use application for the Belmont Loop RV Park.

Thank you for your time and consideration.

Sincerely,

Dr. Roberta Hemmelman, DC

Woodland Chiropractic Wellness Clinic  
1933 Belmont Loop, Woodland, WA 98674  
360-225-5726

The information contained in this e-mail and any accompanying documents may contain information that is confidential or otherwise protected from disclosure. If you are not the intended recipient of this message, or if this message has been addressed to you in error, please immediately alert the sender by reply e-mail and then delete this message, including any attachments. Any dissemination, distribution or other use of the contents of this message by anyone other than the intended recipient is strictly prohibited. All messages sent to and from this e-mail address may be monitored as permitted by applicable law and regulations to ensure compliance with our internal policies and to protect our business. E-mails are not secure and cannot be guaranteed to be error free as they can be intercepted, amended, lost or destroyed, or contain viruses. You are deemed to have accepted these risks if you communicate with us by e-mail.

TAK Properties  
1524 24<sup>th</sup> Avenue  
Longview, WA 98632

March 22, 2021

The City of Woodland  
Attn: Melissa Johnson  
Community Development Director  
Woodland, WA 98674

I am writing to express my concern with the proposed development of an R.V. park at 1860 Belmont Loop. TAK Properties owns two buildings that abut the north boundary of the proposed development. These properties were purchased in 2002. They are currently leased to Kinderland Inc., a childcare center, and Homesite Development, a land development company. Based on the site plan provided, five R.V. spaces would be located immediately adjacent to the playground space used by the childcare center.

It is our belief that this type of development is not consistent with the types of businesses located in the Belmont Loop area. When we purchased the properties, it never occurred to us that a residential trailer park might be allowed in an area designated highway commercial. Allowing a residential facility would be short-sighted for the city of Woodland. Development in the Belmont Loop areas has been slow but steady over the years. A certain commercial character has evolved with a diverse mix of businesses. A residential facility would not seem to fit their character. In the long run, Woodland will benefit from a stable business district in this area. Including residential development will only hinder that.

Our concerns specific to the properties 1906 and 1912 include:

1. Security for the children in care at Kinderland given the proximity of the playground area to the R.V. spaces occupied by unvetted persons.
2. An inability to attract and retain tenants who might be hesitant to locate so close to an R.V. park.
3. The potential for the R.V. park to devolve into an eyesore and diminish the desirability of other nearby properties.
4. Diminished property values for existing developed properties in the Belmont Loop area.

We ask that the application for conditional use be denied. An RV Park is not compatible with the character of the business neighborhood. Allowing this type of business in this location will be damaging to existing businesses and, ultimately, bad for the city of Woodland.

Sincerely,  
Timothy Brennan  
TAK Properties

## Melissa Johnston

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**From:** Nick Sullivan <Nick@fieldinst.com>  
**Sent:** Sunday, March 21, 2021 4:53 PM  
**To:** Melissa Johnston  
**Cc:** Karl Chapman; DeeAnna Holland; Benjamin Fredricks; Monte Smith; David Plaza  
**Subject:** Proposed 72 space Woodland Transient Trailer/RV Park  
**Attachments:** CP01052H\_0417 PTU.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hello All,

I was just informed of the proposed Trailer Park in Belmont Loop. Timing is everything I guess. I own the lot next to the Comcast Internet building across from the Vet Clinic. I just started the design of our new office and Process Training Center for this location. I intend to build our new headquarters this year. This includes offices for our employees, a Process Training Unit and a shop for instrument and valve packages that we will build and sell from this new location.

I chose this location for several reasons. I am from the Woodland area and wanted to move my Spokane Headquarters to Woodland. There is a lot of industry in the area that we serve. I have a hard time finding good talented people to work in our industry of supplying Industrial Instrumentation, Valves and Control systems. I had to have a location that was easy to get to either from the Portland or Seattle areas. We intend to draw people from all over Oregon, Washington, Idaho, Montana, California, Nevada and Utah. The PTU or Process Training Unit is a system we use to train maintenance and operations groups of all industries. We also use this PTU as a means of attracting high school age kids to our industry. We bring these kids in and show them our instrumentation and control systems. The automation that we demonstrate is "Cool" and it brings new opportunities to kids who have no exposure to industrial automation and controls. This is a very lucrative industry but no one talks about it! I intend to change that in our area by building this PTU. If I can show kids what it is that we do, this will open their eyes and bring great paying jobs (>\$100K) for instrumentation and controls engineers or techs. This also means our kids will have opportunities here locally where they grew up.

All of this goes away however if Woodland allows this trailer park to move into the Belmont Loop area. If you allow this to happen I am pulling out of Woodland completely. I have a beautiful office in Spokane and I am walking away from it for a few reasons. The biggest reason however is that there is a trailer park similar to what you are debating allowing here that is close to my office and it attracts nothing but bad actors who are continuously causing problems for me. They leave trash in my parking lot, they leave needles and beer cans all over the place, they set my building on fire three months ago, they break into my building and damage the office, they sleep in the entry way, they pound on the windows screaming at my employees and more. I will not move forward with my plans to build in Woodland if you allow this trailer park to move in.

I beg of you to please make the right decision and allow those of us who want to invest and build our futures in Woodland to do so without the threat of this eye sore of a trailer park to move in. These are not the kinds of people we want or need in Woodland.

Please see the attached PTU Brochure to get an idea of what it is. I look forward to hearing your decision so I can plan the future of Field Instruments & Controls either in Woodland or someplace else that fits our goals and needs.

Nick Sullivan  
Field Instruments & Controls, Inc.  
1918 Belmont Loop, Suite B.

Woodland WA 98674  
Cell: 360-606-8259  
Inside Sales & Support: 360-896-9910  
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**From:** [Jim Kelly](#)  
**To:** [Melissa Johnston](#)  
**Cc:** [Travis Goddard](#)  
**Subject:** RE: ROUTING: Belmont RV  
**Date:** Tuesday, March 23, 2021 7:30:43 AM  
**Attachments:** [image002.png](#)

---

Over the last few weeks to months there has been an uptick in thefts involving vehicle components...most of the business owners impacted by this have upgraded or improved their video surveillance systems and security systems or are going to.

The city has one RV park in the city limits and there does not seem to be any significant increase in call volume or criminal activity there. In general, if an owner monitors the clientele in their parks and restricts certain persons from staying there, that automatically reduces the chances of criminal activity. If the owner of the park maintains the stay limit, persons will not be able to get too comfortable knowing they will be required to vacate the park at the allotted stay limit.

If owners are concerned for their Belmont Loop businesses, I would encourage them to upgrade their security systems and video surveillance systems.

Jim

*Jim Kelly  
Police Chief  
Woodland Police Dept.  
200 E Scott Ave.  
PO Box 9  
Woodland, WA 98674  
Office: (360) 225-6965  
Cell: (360) 355-5492*



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**From:** Melissa Johnston <[johnstonm@ci.woodland.wa.us](mailto:johnstonm@ci.woodland.wa.us)>  
**Sent:** Monday, March 22, 2021 10:36 PM  
**To:** Jim Kelly <[kellyj@woodlandpd.org](mailto:kellyj@woodlandpd.org)>  
**Cc:** Travis Goddard <[GoddardT@ci.woodland.wa.us](mailto:GoddardT@ci.woodland.wa.us)>  
**Subject:** [External] FW: ROUTING: Belmont RV

Hello Chief Kelly,

I am drafting the staff report for the Belmont RV Camper Park proposal which will be reviewed by the Hearing Examiner next week. The proposal is for a recreational park, limited to 90 day stays. The park is not residential. With some site plan conditions of approval, it meets city code. We received nine letters of opposition from business owners on Belmont Loop today all citing concerns for safety and crime. Could you please review the proposal and let me know your thoughts? I attached the



review materials and the letters of opposition.

How is crime on Belmont Loop currently? Do you have recommendations for the business owners to reduce crime, with or without a camping facility? Also, do you have any studies or data related to crime rates for RV parks?

Thank you,  
Melissa

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**From:** Melissa Johnston  
**Sent:** Friday, January 29, 2021 2:08 PM  
**To:** Travis Goddard <[GoddardT@ci.woodland.wa.us](mailto:GoddardT@ci.woodland.wa.us)>; Kathryn Myklebust <[myklebustk@ci.woodland.wa.us](mailto:myklebustk@ci.woodland.wa.us)>; Tracy Coleman <[ColemanT@ci.woodland.wa.us](mailto:ColemanT@ci.woodland.wa.us)>; Ryan Walters <[rwalters@g-o.com](mailto:rwalters@g-o.com)>; Josh Taylor <[Josh.Taylor@clarkfr.org](mailto:Josh.Taylor@clarkfr.org)>; Mike Jackson <[Mike.Jackson@clarkfr.org](mailto:Mike.Jackson@clarkfr.org)>; Debi Cler <[debi@townzen-consulting.com](mailto:debi@townzen-consulting.com)>; Cullums, Logan <[culluml@wsdot.wa.gov](mailto:culluml@wsdot.wa.gov)>  
**Subject:** ROUTING: Belmont RV

Good afternoon DRC,

Please see attached for Belmont RV's site plan. We will discuss Feb 4 at DRC. Comments due Feb 17.

**Melissa Johnston**, AICP Candidate

**Associate Planner**

City of Woodland

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