



Community Development Department

Building | Planning | Code Enforcement

P.O. Box 9, 230 Davidson Avenue

(360) 225-7299, www.ci.woodland.wa.us

NOTICE OF DECISION

Applied Plant Sciences – Portable Office Relocation

Land Use Application Nos.:	SPR 22-007 (Site Plan Review – Type 1)
Applicant:	Jeff Wilkinson 1625 Heritage St Woodland, WA 98674
Property Owner:	Heritage Center LLC C/O Larry Schlecht PO 1903 LaCenter, WA 98629
Site Location:	1625 Heritage St Woodland, WA 98674
Parcel & Size:	504219202, 2.44 Acres
Zoning Designation:	Light Industrial, I-1
Date Application Received:	June 23 rd , 2022
Notice of Application & Likely DNS issued:	N/A
Comment Period & SEPA Appeal Period Ended:	N/A
Notice of Decision Issued:	August 9 th , 2022
DRC Decision:	Approve with Conditions

I. DESCRIPTION OF PROPOSAL

Applicant proposed the relocation of existing 576 SF office trailer from Southern property line to Northwestern corner of the parking lot in order to comply with fire code regulations.

II. LOCATION OF PROPOSED DEVELOPMENT

The site is located at 1625 Heritage Street in Woodland, WA. The parcel number of this proposal is 50421922, and as recorded by the Cowlitz County assessor’s office, the property consists of 2.44 acres with a light industrial zoning designation. Current use of the property is as

a fertilizer manufacturing and warehousing development, and proposed development is not intended to modify the existing use or propose any new uses.

Adjacent Uses:

North: Existing manufacturing and distribution company.

South: Existing steel sales and distribution company.

East: Existing light industrial business center with multiple uses present.

West: Existing dairy and other farm products distribution company.

III. REVIEW AUTHORITY

Per WMC 19.08.010, department staff as assigned by the director or the Development Review Committee shall have the authority to review and approve, deny, modify, or conditionally approve, land use or environmental permits or licenses required from the City for a project action, including, but not limited to, site plan review, boundary line adjustments, administrative temporary and conditional use permits, building permits and other construction permits, SEPA procedural and substantive determinations, short plats, binding site plans, minor variances, minor modifications to approved administrative conditional use permits and conditional use permits, phasing and expiration extensions of subdivision preliminary plats, sign permits, certificates of occupancy, critical area permits, floodplain development permits, and shoreline exemptions, and to provide interpretations of codes and regulations applicable to such projects.

IV. FINDINGS

Per Woodland Municipal Code (WMC) 19.08.030, site plan reviews shall be approved, approved with conditions, or denied by the Development Review Committee and decisions shall be issued by the Community Development Department.

Development Impact Fees – Fire | WMC 3.41

Finding 1: Fire Impact Fees are required for the proposed building addition. Fees are calculated based on \$.51 per sq ft of building. Fees are calculated and due at the time of building permit issuance. Fee is estimated to be $(576 \times \$0.51) = \293.76 for the project. A condition of approval has been added which requires the fees be calculated and paid at the time of building permit issuance. (*See Conditions #1 and #2*)

Conclusion: As conditioned, the proposal can comply with this requirement.

Development Impact Fees – Transportation | WMC 3.42

Finding 2: Transportation Impact Fees (TIF) are required on new development to support future transportation improvements within the city per WMC 3.42. The TIF is calculated based on \$838 per PM Peak Hour Trip (PMPHT) generated by the project based on the project Traffic Study or where no study is prepared, based on trip generation in accordance with Institute of Transportation Engineers (ITE) published data.

Finding 3: For this proposal, trip generation was evaluated utilizing ITE land use code #710 – general office building manufacturing, which Based on this category, the revised impact fee calculation would be: 578 SF @ 1.49 peak hour trips per 1,000 SF, which is a total of 0.86 PMPHT.

Finding 4: With a Transportation Impact fee of \$838.00/ Pm Peak Hour Trip, a rough estimation of the Transportation impact fee would be \$721.70 ($\838×0.86).

Impact fees are collected at the time of building permit issuance.
(See Conditions #1 and #2)

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

Streets and Sidewalks | WMC 17.44.210 & WMC 12

Finding 5: Street and sidewalk are complete along Heritage Street and no further improvements will be required.

Finding 6: Street trees are present within the established right-of-way and spacing and placement is appropriate per WMC 12.28.030.

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

Water and Sewage | WMC 13

Finding 7: The proposal does not include new service connections for water and sewer. Water and sewer connection fees will not be required. Existing development has approved connections to the City water and sewer systems.

Finding 8: Connection of proposed temporary office structure to existing private connection will require a plumbing permit from the City of Woodland. (See Condition #3)

Finding 9: Water and sewer main extensions are not applicable to this proposal.

Conclusion: The proposal can comply with the development standards.

Erosion Control Ordinance | WMC 15.10

Finding 10: Review of erosion control measures is not required per WMC 15.10.020 (A) as no land disturbing activities are anticipated with this development.

Finding 11: A supplemental fill and grade permit will be required if the applicant modifies the proposed development and in doing so requires the shifting (either through filling or grading) of 50 C.Y. of fill or more per City Engineering Standards. (See Condition # 4)

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

Stormwater Management | WMC 15.12

Finding 12: Per WMC 15.12.030(B)(2), WMC chapter 15.12 is applicable to any development activity that proposes the addition of more than one thousand square feet of new impervious surface on existing industrial or commercial parcels.

Finding 13: Proposed relocation of a pre-existing temporary office structure will not add over 1000 SF of impervious surface to the lot as proposed. WMC chapter 15.12 is not applicable to this development, however the City still requires the applicant to follow best management practices (BMPs) to ensure the responsible management of stormwater on the property during construction and following completion of development. (See Condition # 5)

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

Permitted Uses | WMC 17.46.020

Finding 14: No changes in use are proposed by the application.

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

Building Setbacks | WMC 17.44.070

Finding 15: The required setbacks in light industrial zones are:

- Front yard setback: 25 ft.
- Side yad setback: 10 ft.
- Rear yard setback: 10 ft.

Finding 16: The existing building and proposal meet the setback requirements.

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

Building Height | WMC 17.44.080

Finding 17: On lots greater than one acre in the I-1 zoning district, building height is limited to 45 ft. eave height.

Finding 18: Proposed temporary office structure is 13 feet tall and meets this standard.

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

Parking Requirements | WMC 17.44.100 & WMC 17.56.040

Finding 19: Per WMC 17.56.040(B) required parking spaces within the light industrial zoning district must be related to both the size of the building and number of expected employees using the same size building, depending on the nature of the operation of the building, whichever provides the most spaces;

- 1) Parking in relation to personnel:
 - a) One space for each two plant employees on maximum shift;
 - b) One space for each managerial personnel;
 - c) One visitor parking space for every ten managerial personnel;
 - d) No less than four per plant site.
- 2) Parking in relation to floor area (worker density):

- a) One space for each one thousand two hundred fifty square feet of gross floor area used for warehousing and distribution; see Section 17.56.050 if warehousing is the only use;
- b) One space for each seven hundred square feet of gross floor area used for manufacturing;
- c) One space for each four hundred square feet of office floor area.

Finding 20: Based on provided plan and a site visit for confirmation, the current site includes a total of 53 parking spaces that are unobstructed and not impacted by proposed development.

Finding 21: Existing building has a 64,800 SF footprint of primarily warehousing and distribution space, while two temporary office structures have a total of approximately 1152 SF of office space. 64,800 SF of warehousing and distribution space requires 52 parking spaces while 576 sf of office space would require an additional 1 parking spaces per WMC 17.56.040(B)(2). The 53 existing parking spaces is consistent with WMC 17.56.040(B)(2).

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

Landscape Design and Screening | WMC 17.46.133 – WMC 17.46.136

Finding 22: A landscaping plan guaranteeing the healthy growth of proposed landscaping in compliance with WMC 17.44 and signed by a certified landscaping professional is required.

Finding 23: Applicant is proposing to relocate a temporary office structure from the southern area of the parking lot to the Northwest area of the parking lot, which should not require any modification of previously approved landscaping plan.

Finding 24: Applicant has requested that previously approved landscaping plan from 1999 be utilized. The provided landscaping generally meets the requirements of WMC 17.44.133-17.44.136 and has been deemed appropriate based on the scope of the project. Applicant is responsible for implementing any modifications to the current landscaping on the site based on the provided landscaping plan. (*See Condition # 6*)

Finding 25: Per 17.44.136 (G), all mechanical equipment, outdoor storage and manufacturing areas, service and delivery areas, garbage receptacles and recycling containers shall be fully screened from view from all public streets and adjacent nonindustrial zoning district(s) and/or use(s) in a manner which is architecturally integrated with the structure. Such screening shall be a minimum of six feet provided

by a decorative wall (i.e., masonry or similar quality material), evergreen hedge, opaque fence complying with the standards of this section, or a similar feature that provides an opaque barrier.

Finding 26: Equipment is currently screened, though the applicant is expected to ensure that the skirting and fencing associated with the temporary office structures are fully screen from the public street. *(See Condition # 7)*

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

Lighting | WMC 17.44.140

Finding 27: The operator shall be responsible for ensuring that lighting is installed and arranged to ensure that no reflection or glare shall conflict with the readability of traffic signs or control signs. Lighting shall also not rotate, glitter, or flash per WMC 17.44.140. *(See Condition # 8)*

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

Site Standards | WMC 17.44.160

Finding 28: All buildings and yards shall be maintained in a neat and orderly manner. Landscaping shall be maintained in a healthy, presentable state. *(See Condition # 9)*.

Finding 29: All structures, buildings, fences, and walls shall be kept free of rust, corrosion, peeling paint, and other surface deterioration. *(See Condition # 10)*

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

Performance Standards | WMC 17.48

Finding 41: 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 applicant will be responsible for ensuring that their operation is complying with all performance standards. *(See Condition # 11)*

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

Fire Safety

All buildings must be constructed in accordance with WA Building and Fire Codes. Plan revisions and building plans must be submitted directly to Clark Cowlitz Fire Rescue for fire review.

Finding 42: Applicant is required to comply with all comments and/or conditions provided by CCFR as a part of their site plan review process. A condition has been added that applicant must comply with all conditions dictated by CCFR and is subject to all required field inspections and correction as identified by CCFR. *(See condition # 12)*

Finding 43: Building construction plans shall be submitted to CCFR separately, along with any fire alarm and/or fire sprinkler alterations. A condition has been added that all construction plans be submitted separately. *(See condition # 13)*

Conclusion: As conditioned, the proposal can comply with Fire Code.

Building | WMC 14 & IBC

The city has adopted the 2018 edition of the International Building Code (IBC)

Finding 44: Applicant is required to allow a 10-foot minimum set back between the existing building and the trailer in the new location. *(See condition # 14)*

Conclusion: As conditioned, the proposal can comply with Building Code.

Preliminary Site Plan Approval | WMC 19.10.070

Finding 45: The applicant submitted a preliminary site plan. Per WMC 19.10.070, the applicant is required to submit for building permit(s) as required for the proposed relocation and provide a landscaping plan prior to certificate of occupancy issuance. *(See Condition # 15)*

Conclusion: The preliminary site plan can be approved with conditions

V. DECISION

Per WMC 19.08.030, the above application for the preliminary Site Plan Review has been **APPROVED WITH CONDITIONS** by the City of Woodland's Development Review Committee

(DRC) based on the criteria and standards outlined in Woodland Municipal Code (WMC). See Section IV for conditions of approval.

V. CONDITIONS OF APPROVAL

1. Pay all impact fees when building permits are issued per WMC 3.41 and WMC 3.42.
2. The following Impact fees have been estimated based on the information provided with this preliminary application and will be due at the time of building permit issuance:
 - a. Fire Impact Fees:
 - i. Commercial/Industrial: \$.51 per sq ft of Building (576 x \$0.51 = \$293.76)
 - b. Transportation Impact Fees:
 - i. Commercial/Industrial: \$838 per PMPHT (0.86 x \$838 = \$721.70)
3. A plumbing permit will be required if applicant wants to connect temporary structure to existing private connection.
4. A supplemental fill and grade permit will be required for any fill and grade work that disrupts over 50 C.Y. of material.
5. Applicant is responsible for ensuring Best Management Practices are used to minimize any potential disruption and/or changes to existing stormwater systems.
6. Applicant is required to ensure that the provided landscaping plan from 1999 is properly implemented, and will be required to permit inspection of landscaping prior to receiving their certificate of occupancy.
7. Applicant is expected to provide screening of the temporary structure's skirting and/or walls associated with both temporary structures on the site. This will be inspected alongside landscaping.
8. All lighting should be installed and arranged to ensure that no reflection or glare shall conflict with readability of traffic signs or control signs. Lighting shall not rotate, glitter, or flash.
9. All buildings and yards shall be maintained in a neat and orderly manner and landscaping shall be maintained in a healthy, presentable state.
10. All structures, buildings, fences, and walls shall be kept free of rust, corrosion, peeling paint, and other surface deterioration.
11. It is the applicant's responsibility to ensure their operation complies with all relevant performance standards per WMC 17.48, including sound level, vibration, air emissions, smoke, dust, odors, industrial wastes, fire hazards, heat, glare, radioactivity, and radio transmitters.
12. Applicant will comply with all comments and requirements following CCFR review.
13. Applicant will be responsible for submitting for all CCFR building/construction permits.
14. A 10-foot minimum setback is required between the existing building and the trailer in the new location.
15. Applicant shall submit for building permit(s) and building plan review, and provide as-built drawings once the relocation is complete to lukaczerd@ci.woodland.wa.us.

VI. APPEAL PROCEDURE

As per WMC 19.08.020 and 19.08.030, this Notice of Decision may be appealed to the Hearing Examiner within 14 days of the date this decision is issued. The appeal with grounds for appeal in writing shall be submitted to the Community Development Department **by 5:00 p.m., August 23, 2021.**

Staff Contact: David Lukaczer, Associate Planner
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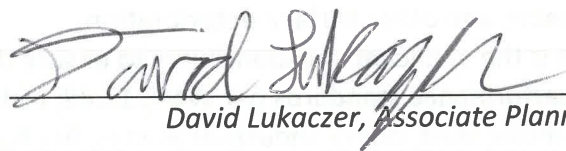
VII. NEXT STEPS

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

- Submit building, grading, and sign permits online: www.ci.woodland.wa.us/documents/
 - a. Contact Shannon Thomas, Permit Technician, for assistance: 360-225-7299.
 - b. Pay any outstanding professional consulting services per Woodland Municipal Code, Ordinance 1097.
- 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 one 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: 8/9/2022

Signature: _____



David Lukaczer, Associate Planner

cc: Applicant
Parties of Record
File
Website
Mayor
City Administrator

ATTACHMENTS

- A. Site Plan

