

**TOWN OF COUPEVILLE
PLANNING COMMISSION MEETING
Island County Hearing Room
January 2, 2007**

PRESENT: Chair David Day, Planning Commissioners Chet Baker, Barbara Cope, and Molly McPherson. Planning Commissioner Doug McFadyen was excused.

STAFF PRESENT: Town Planner Larry Kwarsick; and Recording Secretary Karen Fuller

Chair David Day called the meeting to order at 7:01 p.m.

APPROVAL OF MINUTES:

The minutes of September 18, 2006 were approved as presented.

PUBLIC HEARING

Preliminary Plat PP 06-01 – Laurens Woods

The Public Hearing portion of the meeting began at 7:03 p.m. Chair Day explained that PP06-01 is a preliminary plat for Lauren's Woods, a 20-lot residential subdivision. The Planning Commission will receive information and then make a recommendation to the Town Council.

He asked whether any of the members of the Planning Commission believed they had any conflict of interest or appearance of fairness regarding the case. There were none reported. Chair Day then asked the public in attendance if they believed any of the Planning Commissioners had any conflict of interest regarding the case. There were none reported.

Mr. Kwarsick presented an overview of the case. This is a preliminary plat application for a 20-lot residential subdivision on 6.07 acres. The applicants are CAC Land Development (Charlie Cook). The applicant is requesting approval for lot size averaging for a minimum of 7200 square feet rather than the 9600 square feet. A portion of this property does not currently have Town sewer service available, and there are a number of prior platted lots on Pennington that also do not have sewer service available. Some rely on on-site septic systems. This project will result in an extension of the town's sewer system. There will be a new sewer lift station constructed in approximately the southwest corner of this specific project, which will not only serve this project, but would also provide sewer service to other areas which currently do not have sewer service available. Later on during this process, the Town would propose a 'late-comers agreement' under which the developer could recoup some capital costs involved in the extension of sewer lines, which would serve property not part of this specific development.

This project, in conjunction with the Churchill/Wallen project, will result in the looping of the roadway system, interconnecting two dead-end streets. Eventually with the completion of the Coupeville Reserve project, the residents of Pennington Hill will have three different means of ingress/egress, where currently there is just one.

The southerly end of Faris Street, which is currently a town owned right-of-way, was not completely constructed when this project was developed. As a result of this project, the applicant will be required to finish and resurface that roadway.

One of the primary issues being addressed on this project is visual access from the state highway which is designated as a scenic highway. Working with the applicant as well as the adjacent land owner to preserve or enhance the tree line and buffer the view.

There is a detention pond at the southwest corner of the property.

Dale Herringstad is the engineer of record for this project. No presentation was made by Mr. Herringstad, but he was available to answer questions.

Chair Day declared the Public Hearing open at 7:20 p.m. No public comment was received.

Planning Commissioners shared their concerns about the visual access from the highway. Mr. Kwarsick believes a good job has been done buffering the view of construction. Dale Herringstad added that there is a very narrow corridor through which the construction is visible.

Another concern was the size of the detention pond. Mr. Herringstad explained that it is 5 feet deep with a 4 to 1 slope and is 20 feet from the bottom to the edge. Water will be conveyed to the pond from roofs and roadways in ditches. A natural pond system would be ideal but the soil is silts and clay, not sand.

Chair Day declared the Public Hearing closed at 7:45 p.m.

Board Action: A motion was made by Commissioner Baker, second by Commissioner McPherson, to approve PP 06-01 subject to the following 7 Findings and 28 Conditions. Motion passed 4-0.

Findings:

1. The Town received an application from CAC LAND DEVELOPMENT, L.L.C. a Washington Limited Liability Company on March 14, 2006, for preliminary plat approval to subdivide parcel number R13234-105-0690 into twenty single-family residential building lots.
2. The property is located in the Medium Density Residential zoning district.
3. As a proposed subdivision was reviewed for consistency with Title 16 of the Coupeville Town Code (Development Regulations), the Coupeville Comprehensive Plan, RCW 43.21C.120 (State Environmental Policy Act), and RCW 58.17 (Plats, Subdivisions, Dedications) regarding the fact that "Appropriate provisions have been made for the public health, safety, and general welfare and for such open spaces, drainage ways, streets or roads, alleys, other public ways, transit stops, potable water supplies, sanitary wastes, parks and recreation, playgrounds, schools and school grounds and all other relevant facts, including sidewalks and other planning features that assure safe walking conditions for students who only walk to and from school;

and that the public use and interest will be served by the platting of such subdivision and dedication”.

4. On March 28, 2006, the Town issued a Notice of Application to neighboring property owners and agencies with jurisdiction. No comment letters were submitted in response to this Notice.
5. The Town issued a Mitigated Determination of Nonsignificance (MDNS - SEPA Threshold Determination) on October 27, 2006 with a 15-day comment period. The comment period on SEPA concluded on November 10, 2006. The SEPA appeal period ended November 27, 2006 with no appeal.
6. Pursuant to RCW 58.17.100 the Planning Commission held a public hearing on the proposal at their regular meeting on January 2, 2007.
7. The Planning Commission finds that the proposed preliminary plat for Laurens Woods can be conditioned for consistency with the “Decision Criteria and Required Findings” listed at CTC 16.16.060(A)(1), and is generally in conformance with the Coupeville Comprehensive Plan.

Conditions:

1. Compliance with the terms and conditions of the Mitigated Determination of Nonsignificance (MDNS - SEPA Threshold Determination) issued on October 27, 2006.
2. Prior to clearing, grading and other ground disturbance associated with the subdivision, construction plans, clearing, grading and drainage plans, utility plans, erosion and sedimentation control plans and street plans shall receive the approval of the town engineer. A preconstruction meeting with Town staff is required prior to the commencement of onsite work.
3. A General Construction Stormwater permit must be obtained from the Washington State Department of Ecology under the Federal Clean Water Act, unless determined to be exempt by the Department of Ecology. A contractor provided certified Erosion and Sediment Control Lead must conduct inspections as required by DOE.
4. Construction plans, clearing, grading and drainage plans, utility plans and street plans shall comply with Town standard construction specifications for water mains, sewers and storm drains and standards specified in Chapter 16.24, Development Regulations.
5. Project engineering plans must be amended prior to final approval consistent with the attached memo from Ryan Goodman, Town Engineer, to Malcolm Bishop, Town Public Works Director, dated November 9, 2006.
6. The payment of the park impact fee in association with the issuance of the future individual building permits shall be noted on the face of the final plat.
7. The open space tract shall be conveyed to the community of lot owners but the plat covenants shall provide a mechanism for the potential conveyance of the open space tract to the Town of Coupeville, at the future discretion of the Town. Plat covenants shall be prepared and recorded at the time of the final plat and must limit the use of the open space to those uses

allowed under Town code. The covenants must also include a maintenance responsibility to include a financial mechanism ensuring said maintenance. The covenants shall also include:

- a. Provisions restricting the clearing of the west 20 feet of the plat, which shall also be stated on the face of the final plat; and
- b. A maintenance and operating plan for the community owned storm water control facilities located within the open space tract.

The proposed covenants shall be reviewed and approved by the Town in association with the final plat application.

8. **Traffic Maintenance.** If traffic is to be disrupted in any way, the applicant's contractor may be required to submit a plan to the town Public Works Director describing the proposed signing, barricades, etc. Approval of the plan shall be attained before any work is started. Notification twenty-four (24) hours in advance of implementing the plan will be given to the building inspector. Saturday, Sunday and holidays shall not be considered in computing time for notification. The Town reserves the right to limit the amount of disruption. Where access to residences or businesses' affected, special consideration shall be given. The Town may require the contractor to provide advanced written notification to any properties where access is disrupted or denied for a period of more than two hours.
9. **Air Pollution and Noise Control.** The applicant's contractor shall take adequate measures to control dust. These control measures shall be exercised at all times, including weekends and holidays. A permit must be obtained from the Town for fire or smoke generating activity pursuant to the Uniform Fire Code and the Northwest Air Pollution Control Authority. Sounds which create a noise disturbance originating from temporary construction sites as a result of construction activity shall be prohibited between seven p.m. and seven a.m.
10. **Maintenance Bond.** The applicant's contractor shall guarantee that all of the work, materials or equipment furnished by him and deeded to the Town will meet fully all requirements for quality of workmanship, materials, strength, and any and all other requirements whatsoever prescribed in the specifications. In case of failure of any part of the work, materials or equipment under test or otherwise, the applicant's contractor, without delay, shall make such changes, replacements and renewals as may be necessary to meet fully all of the requirements and guarantees of the specifications. The applicant's contractor shall furnish a surety bond to guarantee the work against faulty workmanship or materials for a period of one year following acceptance by the Town of the work.
11. **Insurance--Performance Bond--Proof of Registration.** Prior to commencement of work the applicant's contractor shall submit approved forms for compliance with state law regarding contractor registration. The applicant's contractor shall provide proof of public liability and property damage insurance prior to commencement of work if any work is to be performed within public streets and right-of-ways of if the work performed is done under contract to the Town. A performance bond will be required to insure the completion of certain improvements. If the contractor fails to avail himself within ten (10) days after due notice by certified mail to make the necessary corrections, the Town shall have the right to replace the defective work or equipment by purchase from or contract with any other parties at the expense of the applicant's contractor. Due notice shall mean written notification to the address provided by the contractor and written notice to the contractor's surety. The Town

reserves the right to take limited corrective action as may be necessary to protect public health, safety and welfare immediately without notice.

12. As-Built Drawings. As-built drawings of all improvements deeded or conveyed to the Town shall be provided. As-built drawings shall show all approved modifications made during construction. It shall also show precisely the location of all buried utilities, including the measured distance to all sewer tees or wyes and distance from valves to fittings. The location of water and sewer shall be located by showing measured distances to monuments or other approved permanent reference.
13. Testing. Testing shall comply with that specified in the adopted specifications. If additional testing is ordered by the Town to determine if the work is in compliance with the specifications, that testing will be performed at the cost of the Town unless the original test should fail. Additional tests shall be performed by the contractor at his expense after necessary corrective work has been performed. All costs of the original test shall be borne by the contractor.
14. Inspection. All work to be deeded to the Town shall be inspected by a qualified inspector and certificates of inspection provided by the applicant's engineer to the Town. All costs of inspection shall be at the contractor's expense.
15. That the applicant submits and has approved a Large Parcel Erosion Control Plan in accordance with Section 13.20.080(C) of the Town Code. The intent of this plan is to control erosion and sediment runoff during construction and to permanently stabilize soils exposed during construction.
16. That the applicant submit and have approved a final Permanent Stormwater Quality Control Plan and a Stormwater Rate Control Plan, in accordance with Section 13.20.080 of the Town Code and the Puget Sound Water Quality Standards. The preliminary drainage plan as amended herein shall form the basis for drainage improvements. Standardized single family household infiltration system designs and locational parameters shall be developed and included in the final drainage report. These standard plans must be based upon verified soils conditions and percolation rates. A maintenance bond shall be required to guarantee the performance of the constructed system. The Permanent Stormwater Quality Control Plan and a Stormwater Rate Control Plan must also include the accommodation of any subsurface water collected by footing drains.
17. Unless otherwise modified by the decision, the applicant must submit detailed design plans and as-built plans for all public improvements consistent with the requirements of Chapter 16.24 and the standard construction specifications. All work must conform to these standards and performance and maintenance guarantees will be required.
18. The maximum allowable individual lot coverage is 35% of the useable area as defined in the Town code. This restriction shall be noted on the face of the final plat.
19. The requirement for Design Review Board approval of the future building permits and the maximization of tree retention shall be noted on the face of the final plat.
20. All street name and traffic controls \signs will be installed in accordance with Town standards by the applicant.

21. It shall be a plat condition that no clearing is permitted within the open space tract or within areas designated for retention of natural vegetation.
22. Five hundred gallons per minute for fire flow is required so long as the square footage of individual residences does not exceed 2,400 square feet. Residences greater than 2,400 square feet (which includes attached garages) require 1,500 gallons per minute or be constructed with a residential sprinkler system. All homes over 5,000 square feet must be sprinkled. This requirement shall, be noted on the face of the final plat.
23. Plat development shall be in compliance with the plans submitted by the applicant, which are on file with the Coupeville Planning Department. Any proposed changes must be reviewed and approved by the Town.
24. The requirement for street lighting normally associated with the Class C street standard does not appear to be applicable to residential subdivisions served by local access streets and staff recommends that such be waived.
25. All construction debris shall be disposed of at a Town-approved site.
26. The applicant and all contractors employed by the applicant are required to stop work and immediately notify the Town Planner and the Washington State Office of Archaeology and Historic Preservation if any historical or archaeological artifacts are uncovered during excavation or construction.
27. A public pedestrian way within that portion of the Faris Street right-of-way lying southerly of Cook Street shall be constructed at the applicant's expense connecting Cook Street with the NPS parcel.
28. In association with the submittal of individual home plans the owner/applicant shall include in the required DRB application low impact storm water controls to include rain water catchments/reuse, rain gardens, and infiltration.

PLANNER'S REPORT

The next project will be a phased conditional use permit for Island Transit. They are constructing a park and ride lot including a sidewalk and landscaping. The modular building will be removed.

ADJOURNMENT

The meeting adjourned at 7:48 p.m.