

TOWN OF FRIDAY HARBOR
Post Office Box 219 • Friday Harbor, Washington 98250
(360) 378-2810 • FAX: (360) 378-5339 • www.fridayharbor.org

STAFF REPORT

For: Friday Harbor Planning Commission and Town Council
From: Mike Bertrand, Land Use Administrator *mb*
Re: Country Village Estates Phase II – Subdivision Application #11
and SEPA Checklist #272

Date: April 14, 2010

APPLICANT: Country Village LLC / Bobby Ross
(Homes for Islanders)
PO Box 2968
Friday Harbor, WA 98250

SUBJECT PROPERTY:

The subject property is located within the outer west boundary line limits of the Town of Friday Harbor. It is known as tax parcel #351421003 and is approximately 4 acres in size. The subject property is located west of the subdivision Country Village Estates and on the north side of Lampard Road, Friday Harbor, WA.

PROPOSAL:

The applicant is proposing a fourteen (14) lot single family residential subdivision to be known as Country Village Estates Phase II – Homes for Islanders. The lots range in size from 9,003 square feet to 11,577 square feet. “Homes for Islanders” plans to construct single family residences upon approval of this plat. Lot 40 is planned to be an approximate .56 acre storm water detention area. See Attachment “A”.

ZONING:

The subject property was annexed into the Town of Friday Harbor in late 2009 and was zoned single family residential at that time. Neighboring properties to the north, south, and east are also zoned single family residential. The property abutting the subject parcel to the west is within the county and is zoned rural farm forest land.

APPLICABLE PLAT REVIEW STANDARDS AND REGULATIONS:

The following Town of Friday Harbor ordinances, resolutions and Revised Code of Washington statutes are the principal regulations and policies, which apply to the review of the proposed preliminary plat.



1. Town of Friday Harbor Comprehensive Plan dated September 1, 2002, Revised in 2009.
2. Town of Friday Harbor Subdivision Regulations, Adopted by Ordinance #1058, and codified as Title 16, Town of Friday Harbor Municipal Code (FHMC).
3. Town of Friday Harbor Zoning Regulations, Adopted by Ordinance #1172, and codified as Title 17 FHMC.
4. Town of Friday Harbor Street and Storm Drainage Standards, Adopted by Ordinance #1060 and dated February 5, 1998.
5. Town of Friday Harbor Storm Water Management Plan, Adopted by Resolution #1466 and dated September 1, 2005.
6. Town of Friday Harbor Storm Water Technical Manual, Adopted by Ordinance #1038 and dated November 20, 1997.
7. Town of Friday Harbor Environmental Policy Regulations, Adopted by Ordinance #1087, and codified as Title 18, FHMC.
8. Town of Friday Harbor Comprehensive Water Plan Update, Adopted by Resolution #1343 and dated September 4, 2003.
9. Town of Friday Harbor General Sewer Plan, Adopted by Resolution #1013 and dated July 20, 1995.
10. RCW Chapter 43.21C, the State Environmental Policy Act, and WAC 197-11, the regulations related to the Act.
11. RCW Chapter 58.17, the State Subdivision Statute.

SUBDIVISION REVIEW CRITERIA:

This proposal is being reviewed for compliance with the following sections of Title 16, Chapter 16.04, SUBDIVISIONS AND PLATS, FHMC.

Sections

- | | |
|-----------|-------------------------------|
| 16.04.010 | Purpose and name. |
| 16.04.020 | Definitions. |
| 16.04.030 | Applicability. |
| 16.04.040 | Application. |
| 16.04.050 | Preliminary approval. |
| 16.04.060 | Preliminary plat standards. |
| 16.04.070 | Design – General. |
| 16.04.080 | Design – Minimum lot size. |
| 16.04.090 | Design – Frontage. |
| 16.04.100 | Design – Setbacks. |
| 16.04.110 | Design – Lot access. |
| 16.04.120 | Design – Easements. |
| 16.04.130 | Design – Municipal utilities. |

- 16.04.140 Design – Private utilities.
- 16.04.150 Final plat – Standards.
- 16.04.160 Final approval.
- 16.04.170 Vacation and alteration.
- 16.04.180 Prohibition.
- 16.04.190 Injunctive remedy.
- 16.04.200 Violation and enforcement.

ACCESS:

This proposed subdivision would take its access from Lampard Road.

During the review of Phase I of this subdivision, staff requested that the applicant provide the Town with a traffic study to aid in the evaluation of the potential impacts of the traffic that would be caused by this development. That study included this property in its analysis.

The Traffic Study for Country Village Estates dated February 2006 and prepared by Star Surveying & Engineering, Inc., was presented to the Town and is available upon request.

Analysis of the Traffic Study indicates that traffic loading for this development is low enough not to represent a change in roadway classification or design criteria. However, the traffic on lower Lampard Road from Hillcrest to Spring Street, and on Lampard Road west of Hillcrest Place does not meet the 20-foot traveled way with 5-foot shoulders AASHTO standard for the development condition. It should be noted that none of the other road measurement points along nearby roadways indicate an increase in traffic that would bump those roadways into a different ASSHTO classification other than what presently applies. A copy of the conclusions of the Star Traffic Study is available upon request.

The Town's consultant, Gray & Osborne, also reviewed the applicant's Traffic Study. Their analysis is comprised of 2 memos dated May 3, 2006 and 1 letter dated May 4, 2006. Their conclusions were the same as the applicant's study concerning the traffic volumes from the new development. They also analyzed the portion of Lampard Road from Spring Street to Hillcrest, and included the minimum requirements for bringing this portion of the road up to standard for emergency vehicle access. That requirement consisted of a 20 foot wide paved portion of the road for the entire length of Lampard Road to the proposed subdivision. All of these improvements from the initial study have been completed. No additional improvements are required for access to this development.

PEDESTRIAN ACCESS:

Town street standards require that sidewalks be constructed along all streets within this plat.

PUBLIC UTILITES:

Town records indicate that there is a 6" water main and an 8" sewer main within the Lampard Road ROW, which ends approximately 200 feet from the first entrance known as Ross Lane. Utility maps showing the proposed location and size of water mains for

this proposal were included in the proponent's application. The Town's Water Department staff has indicated that a connection between the proposed water mains in Ross Lane and Brown Road would be beneficial to the overall system. That work was completed in Phase I.

All fire hydrants have been installed in Phase I. The Town's Fire Marshal has approved the location of these hydrants.

The Town received a report dated April 24, 2006 from Brown and Caldwell that updated the Town's Water Distribution System Hydraulic Model for this area. According to the report, water pressure and fire flow volumes are adequate to support the extensions required for this proposal. That work was completed in Phase I.

As shown on the preliminary utility plan an 8" gravity sewer line as well as a 4" pressure sewer line is proposed for the subdivision. A sewer lift station with storage will be located on the applicants' adjacent parcel. Sewer extension plans to serve this subdivision were filed with this application. The work was completed in Phase I.

A storm water detention pond and utility easement is located on this property; this will continue to serve Phase I as well as this proposal.

As part of the application process the Town required a storm water site plan for this proposal. Storm Water Site Plan for Country Village Estates dated January 2006 was presented to the Town. An addendum to this report, dated March 2010, was prepared by Gossett Consulting LLC, with the updated layout of the lots (Attachment "B" - A full copy of this report can be reviewed in file STORMWATER #51). Gray & Osborne Inc., the Town's storm water consultant, reviewed the plan by Gossett Consulting and confirmed, with minimal changes, that it meets the standards specified in the Town's Storm Water Technical Manual. See Attachment "C".

Phasing:

The developers submitted a letter dated March 24, 2010, concerning phasing of this proposal. The first Phase of this Preliminary Plat will consist of 10 lots as stated in the letter. See Attachment "D". The second and final phase will consist of the remaining 4 lots.

ENVIRONMENTAL COMPLIANCE:

A State Environmental Policy Act checklist regarding this proposal was submitted with this application on February 9, 2010. The Town of Friday Harbor, as lead agency, determined that this subdivision, if constructed to Town regulations, would not cause a probable significant adverse environmental impact. A Notice of Determination of Non-significance was issued and published on March 10th and March 17th, 2010. No appeal was filed during the required 14 day appeal period.

NOTICE OF APPLICATION & COMPLETENESS:

The subdivision application was deemed complete and the Notice of Application & Completeness was publicized in the newspaper of record on March 10th and March 17th, 2010. The required 30 day public comment period started on March 10th and ended on April 8th, 2010. No comments were received during this 30 day comment period.

PUBLIC PARTICIPATION:

The Town has issued a Notice of Public Hearing concerning this proposal. This notice is to be published in the newspaper of record on April 14th and April 21st, 2010 as required by law. This notice was also posted on the subject property, posted in two prominent public locations, as well as mailed to all owners of record of property that is located within 300 feet of the subdivision proposal. See Attachment "E".

As of the date of this staff report the Town has not received any written public comments on this proposal.

STAFF EVALUATION:

This application together with the plans and other data submitted by the proponent to the Town comply with the criteria for a preliminary plat as specified in Chapter 16.04 FHMC, Subdivisions.

The proposal is for 14 single family residential zoned lots. The maximum allowable density within this parcel of land is 14.

Vehicle traffic resulting from this proposal will not create significant adverse impact on the area according to the traffic engineering studies. All of the recommendations have been completed from Phase I for roadway deficiencies that are away from the proposed development near Lampard Road and the Spring Street intersection.

All water and sewer improvements and requirements were completed in Phase I of this subdivision.

Storm drain lines in the area and the drainage and retention plans submitted with this application will be adequate to meet the impacts of this proposal, as per the improvements contained in the amendment and Gray & Osborne letter (Attachments "B" & "C").

RECOMMENDATION OF STAFF:

It is the recommendation of the staff that Country Village Estates Phase 2 Subdivision Application #11 and SEPA Checklist #272 to create 14 single family residential lots located on tax parcel #351421003 be approved for preliminary approval with the following conditions:

LAND USE

1. The preliminary plat is to authorize the creation of 14 residential lots.
2. All lots are for single family use only.

PUBLIC FACILITIES AND SERVICES

3. All construction shall conform to the Town of Friday Harbor Street and Storm Drainage Standards, most recent addition.
4. All utilities shall be placed underground.

5. Installation of underground wiring for streetlights shall be encouraged within the plat.
6. All utilities are to conform to the utility plans submitted with this application.
7. The applicants are to dedicate a 5-foot wide easement for the installation and maintenance of underground public utilities along the perimeter of all lot lines not fronting on a public right of way.
8. Water and sewer right-to-connect fees shall be paid prior to the connection of any lot to the Town's water and sewer systems and according to the fee schedule in effect at the time of connection.
9. The applicants shall be responsible for all costs and fees, and obtain all required permits associated with connecting municipal services to the plat.

STORM WATER MANAGEMENT

10. The applicants shall construct on-site storm water detention facilities as specified in the Amended Stormwater Site Plan for Country Village Estates dated March 2010 and prepared by Gossett Consulting LLC.

MISCELLANEOUS

11. An incorporated Homeowners' Association shall be established in order to maintain drainage detention facilities within the subdivision. In the event that the storm water detention system is improperly maintained, the Town reserves the right to provide proper maintenance, and assess the cost of maintenance to the Homeowners' Association.
12. Upon approval of the Town Council, the Homeowners' Association may contract with the Town for maintenance of the drainage facilities.
13. All conditions of approval shall run with the land.

ATTACHMENTS:

"A"	Drawing of Proposed Subdivision	1 PAGE
"B"	Stormwater Site Plan Amendment by Gossett Consulting LLC	1 PAGE
"C"	Gray & Osborne Amendment Review Letter	2 PAGES
"D"	Phase Request Letter & Map from Homes for Islanders	3 PAGES
"E"	Notice of Public Hearing Postings & Mailing Requirements	1 PAGE

MAR 03 2010

STORMWATER SITE PLAN AMENDMENT

RECEIVED

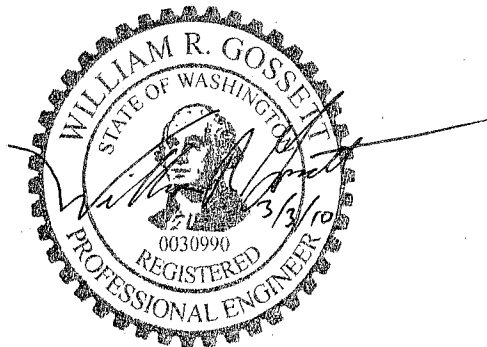
STORMWATER #51

for

COUNTRY VILLAGE ESTATES PHASE II DEVELOPMENT

Friday Harbor, Washington

March 2010



 **Gossett Consulting LLC**
Civil Engineering Services

P.O. Box 3, 174 Oak Lane, Deer Harbor, WA 98243
Phone/FAX 360-376-7636 – wgossett@rockisland.com

ATTACHMENT "B"
(Full Copy in Stormwater File #51)



TOWN OF FRIDAY HARBOR
RECEIVED

APR 02 2010

FINANCE OFFICE

April 1, 2010

Mr. Mike Bertrand
Land Use Administrator
Town of Friday Harbor
P.O. Box 219
Friday Harbor, Washington 98250

SUBJECT: STORMWATER SITE PLAN AMENDMENT REVIEW,
COUNTRY VILLAGE ESTATES PHASE II DEVELOPMENT
TOWN OF FRIDAY HARBOR, SAN JUAN COUNTY, WASHINGTON
G&O #10449.00

Dear Mr. Bertrand:

We have reviewed the Stormwater Site Plan Amendment for the Country Village Estates Phase II Development. We received a copy of the document on March 4, 2010. We have retained the document for our files. We have attached an e-mail from Will Gossett dated March 31, 2010, that clarifies the intent of the Stormwater Site Plan Amendment for your files.

The project is located north of Lampard Road along the western boundary of the Town of Friday Harbor within the Town's corporate limits in San Juan County, Washington. The development will add three building lots to the original planned number of lots contributing to the existing stormwater pond. In addition, the southern boundary of the stormwater tract was decreased by approximately 4 feet. We understand the existing pond was not built in accordance with the original Stormwater Site Plan information, and the applicant is proposing to reconfigure the pond to meet the requirements of the larger plat and the revised boundary for the pond. We also understand the illustration of the proposed pond contained in the Stormwater Site Plan is not the final configuration. We will review the construction drawings for compliance with the comments contained in this letter if the Town desires.

The Stormwater Site Plan Amendment was reviewed for compliance with San Juan County's adopted stormwater manual, the 2005 Washington State Department of Ecology *Stormwater Management Manual for Western Washington*, since the stormwater discharges to the County.



Mr. Mike Bertrand
April 1, 2010
Page 2

We have the following comments regarding the Stormwater Site Plan Amendment:

1. On the pond detail sheet, there is an inlet pipe shown in the southeast corner going through the existing sewer lift station easement. Please reroute the inlet pipe around the lift station easement.
2. The water quality volumes produced in WWHM when reviewing were slightly larger than what is stated in the report: 0.6567 acre-feet (review) and 0.6498 acre-feet (report). The source of the difference is uncertain, but according to the volume calculation in the report, there is 0.69 acre-feet in the proposed pond so no revisions are required in the pond design.
3. The pond dimensions based on the model are 110 feet by 94 feet and we will review the construction drawings for conformance with the model dimensions when the design is complete.
4. According to the WWHM output for the proposed pond, the volume at the riser is required to be at least 1.2674 acre-feet. Interpolating off of Table 2 on page 9, the pond has 1.244 acre-feet of volume at the riser (4.25 feet). Please revise the pond to accommodate an adequate volume.

Provided these comments are included in the final design, we approve the concept of this project. Thank you for the opportunity to review this document. Please contact me (ebackholm@g-o.com) if you have any questions.

Very truly yours,

GRAY & OSBORNE, INC.

Elissa Backholm, P.E.

EB/hhj
Encl.

March 24, 2010

Mr. Michael Bertrand
Land Use Administrator
Town of Friday Harbor
P.O. Box 219
Friday Harbor, WA 98250

Reference: Country Village Estates Phase II Long Plat Construction Plan

Dear Mr. Bertrand

As you are aware, Country Village, LLC has applied for a long plat approval for 14 lots on TPN 351421003000 located off of Lampard Road and Ross Lane in the Town of Friday Harbor. Assuming that the Town Council will approve the application Country Village, LLC and Homes for Islanders would like to request that the construction activities for this long plat be approved in two phases; Phase II and Phase IIA as identified on the attached drawing. The two phases will encompass the following construction activities.

Phase II – Construction work to be accomplished in May & June 2010.

1. Clear, Grade, Level and Excavate Lots 26-35.
2. Relocate or Add new utility hook ups as shown on drawing for lots 26-39. Install utilities to the house construction site (electrical, water, sewer, storm water, telephone and Cable TV) to within 2 foot of house footings on Lots 26-35 only. All utility hook-ups will occur approximately one year later.
3. Install Sidewalks approx. 1,200 lineal feet by 5 foot wide along Ross and Lampard Roads as show on drawing.
4. Implement storm water plan along Lampard Road as shown on drawing.

Phase IIA – Construction work to be accomplished during Aug. & Sept., 2010

1. Modify Storm Water Pond as shown on the Amended Storm Water Plan.
2. Install fence around the pond as specified on the drawing in the Amended Storm Water Plan.
3. Clear, Grade, Level and Excavate Lots 4-6, 13-14, 17 and 36-39.
4. Install utilities to the house construction sites (electrical, water, sewer, storm water, telephone and Cable TV) to within 2 foot of house footings on Lots 4-6, 13-14, 17 and 36-39. All hook-ups will occur approx. in July 2012.

ATTACHMENT "D"
(3 PAGES)

The reason for two phase request is two fold;

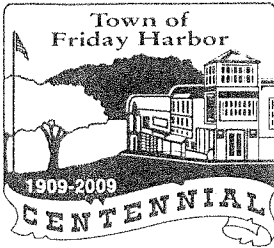
1. Homes for Islanders intends to build out the 20 lots in two phases.
2. The best time to modify the storm water pond is in late summer when the water has disappeared by filtering into the ground.

We appreciate your consideration of this request.

Sincerely yours,

Robert Ross, II
President
Country Village, LLC

Justin Roche
Executive Director
Homes for Islanders



TOWN OF FRIDAY HARBOR
Post Office Box 219 • Friday Harbor, Washington 98250
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NOTICE OF A PUBLIC HEARING
before the
FRIDAY HARBOR PLANNING COMMISSION AND TOWN COUNCIL
concerning
AN APPLICATION FOR A LONG SUBDIVISION

DESCRIPTION OF PROPOSAL: The Town of Friday Harbor's Community Development Department has received a Long Subdivision application from Country Village LLC. The subject parcel is approximately 4 acres in size and is known as "Country Village Estates Phase II – Homes for Islanders." The applicant is proposing to divide the acreage into 14 single family zoned residential lots.

PROPONENT: Country Village LLC – Bobby & Julie Ross
POB 2968
Friday Harbor, WA 98250

LOCATION: Tax Parcel #351421003 and is located on Lampard Road

HEARING DATE & LOCATION: The Town Planning Commission and the Town Council will hold a PUBLIC HEARING to review the Long Subdivision request during its April 27, 2010 meeting at 5:30pm, in the Town Council Chambers, located at 60 Second Street, Friday Harbor, Washington. Copies of the documents are available for public review on line at www.fridayharbor.org or by contacting the Town's Community Development Department.

I certify that a copy of this notice was posted on the front door and the bulletin boards at Town Hall as well as advertised in the newspaper of record on:

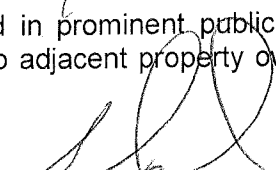
April 14, 2010 at 9:00.
To Journal 4/9/10.



Amy Taylor, Town Clerk

I certify that two copies of this notice were posted in prominent public locations, one copy posted on the subject property, and copies mailed to adjacent property owners within 300 feet on:

April 12th, 2010 at 10:30 AM



Michael Bertrand, Land Use Administrator

ATTACHMENT "E"