

# DEVELOPMENT REVIEW FULLY COMPLETE DETERMINATION

(Form DS1201)



---

**Project Name:** ATWELL SHORT PLAT

**Case Number:** PLD2008-00022; EVR2008-00039; WET2008-00039

**Location:** 16318 NE 58<sup>th</sup> Avenue

**Request:** The applicant is requesting to short plat 5 acres utilizing the lot size exception in CCC40.200.050, to create two legal lots in the UR-10 zone district.

**Applicant:** Richard Atwell  
16318 NE 58<sup>th</sup> Avenue  
Vancouver, WA 98686  
(360)573-7033

**Contact Person:** Dan Barbieri  
7017 NE Highway 99, Suite 204  
Vancouver, WA 98665  
(360)695-1001; (360)695-6182 fax  
[dan@barbieriandassociates.com](mailto:dan@barbieriandassociates.com)

**Property Owner:** Same as applicant

**Planning Tech:** Angie Merrill    **Phone Extension:** 4028

**Initials:** AM                      **Date Mailed:** May 14, 2008

The County conducts two application checks to ensure that applications are complete before staff begins their development review process. The first level is the "Counter Complete" review, which ensures that the application includes all the major items required in the Clark County Code (e.g., Application Form, Developer's GIS Packet, Proposed Plan, etc). This review is conducted either at the counter or within 7 calendar days of the application submittal.

Your application was submitted and determined to be **Counter Complete** April 24, 2008.

The second review is the “Fully Complete” review, which looks at the major items and sub-components of the submitted materials (e.g., does your “Proposed Plan” show the square footage and dimensions of all proposed parcels, location of existing and proposed structures, etc.?). This review level ensures that the information you submitted includes all the details required by code. Additional information required to be submitted, as noted within the Pre-Application Conference Report, is also checked at this level. A Fully Complete review is conducted within 21 calendar days of a Counter Complete determination.

Your application was determined to be **Fully Complete** on May 14, 2008.

#### **Legal Lot Determination:**

The Fully Complete review includes a determination as to whether the subject parcels meet all zoning and platting laws that were in place when the parcels were originally created. We have determined that the subject parcels (195965-000 & 196001-000) are legal lots of record.

**Note: A Fully Complete determination does not mean your application is approved. It indicates that you have submitted all the required information and, therefore, your application is ready for review.**

#### **Vesting:**

Upon a determination of Fully Complete, your application is vested with the development regulations that are in place at the time the fully complete application was submitted.

#### Examples:

- 1) An application is submitted on June 1<sup>st</sup> and determined to be “Fully Complete” on June 25<sup>th</sup>. The application is vested as of June 1<sup>st</sup>.
- 2) An application is submitted on June 1<sup>st</sup> and subsequently determined to be “Not Fully Complete” on June 25<sup>th</sup>. In response, the applicant submits additional information on July 8<sup>th</sup>. The revised application is subsequently determined to be “Fully Complete” on July 18<sup>th</sup> (Note: the completeness decision will be made within 14 calendar days of new submittals). The application is vested as of July 8<sup>th</sup>, the day the fully complete application was submitted.

To be vested on the date a pre-application is filed (i.e., **contingently vested**), the following conditions must be met:

- 1) All the required pre-application conference information was submitted on the pre-application submittal date (Note: the Pre-Application Conference Report will indicate whether the application is contingently vested); and,
- 2) A fully complete application for substantially the same proposal was filed within 180 calendar days of the date the County issued the Pre-Application Conference Report.

Your pre-application conference application was **not** sufficiently complete to qualify for Contingent Vesting. Your application was determined Fully Complete on May 14, 2008, and thereby, vested on the Fully Complete submittal date of May 6, 2008.

**Transportation Concurrency:**

The State of Washington requires that needed transportation facilities be provided “concurrent” with new development. Transportation concurrency is based on a first come, first serve basis. If there is sufficient remaining capacity on the roadways that will serve the subject development, the project will be approved for concurrency. Vesting for transportation concurrency (i.e., reservation in the concurrency line) is established at the time the fully complete application was submitted.

Your application was **vested for transportation concurrency** on May 6, 2008.

**Decision and Hearing Deadlines:**

The County has set a decision deadline for **Type II** reviews of 78 calendar days from the date of the Fully Complete determination. For **Type III** reviews, a hearing on your request will be held within 78 calendar days and a written decision issued within 92 calendar days of the Fully Complete date. Adherence to these deadlines may vary depending upon permit activity levels.

Although your application is determined to be Fully Compete, additional issues may be identified during our review, and additional information may be requested to adequately address certain code requirements. During this waiting period for additional information, your application is placed on “Hold” and the 78-day clock stops until all the requested information is submitted.

**If you have not submitted the additional information requested by staff within 30 days, staff will proceed to review your proposal as submitted, and not accept any further information from the applicant. Staff may allow an exception to this time limit based upon the applicant’s unique circumstances. Please note, however, that if your application is placed on HOLD for more than 60 days, due to your actions or inaction, you will lose your date of vesting for transportation concurrency.**

**Within 3 business days (i.e., Monday through Friday) of this notice, the required additional copies of the application package (with all applicable corrections and 1 corrected reduced set) must be submitted to Community Development. If the additional copies are not submitted within 3 days, your application will be placed on hold.**

**We are also requesting that an electronic copy of the land division/site plan be submitted by email to [angie.merrill@clark.wa.gov](mailto:angie.merrill@clark.wa.gov) within the 3-day period.**

**For further information, contact:**

**Team Office Assistant**

Name: Kathy Cossey  
E-mail address: [kathy.cossey@clark.wa.gov](mailto:kathy.cossey@clark.wa.gov)  
Phone: (360) 397-2375, Ext. 4472

**Planner assigned to review your project:**

Name: Justin McConachie  
E-mail address: [justin.mcconachie@clark.wa.gov](mailto:justin.mcconachie@clark.wa.gov)  
Phone: (360) 397-2375, Ext. 5993

**Engineer assigned to review your project**

Name: Ken Carlson  
E-mail address: [ken.carlson@clark.wa.gov](mailto:ken.carlson@clark.wa.gov)

**Concurrency review staff assigned to your project:**

Name: David Jardin  
E-mail address: [david.jardin@clark.wa.gov](mailto:david.jardin@clark.wa.gov)  
Phone: (360) 397-6118, ext. 4354

**Public Service Center  
Department of Community Development  
1300 Franklin Street  
P.O. Box 9810  
Vancouver, WA. 98666-9810  
Phone: (360) 397-2375; Fax: (360) 397-2011  
Web Page at: <http://www.clark.wa.gov>**

CC: E-mail to David Jardin, Melissa Tracy, Kathy Cossey, Susan Rice, Dave Howe, Brent Davis