

## MEMORANDUM

DATE: May 3<sup>rd</sup>, 2024

TO: Keegan Gulick, City Planner  
Shayna Rehberg, City Planner  
City of Banks

FROM: Peyton James, Associate Planner  
Stacy Connery, AICP

Project Name: West Banks Property Line Adjustment

Re: Completeness Response  
(#MPD 24-01 et al)

This memo addresses the missing or incomplete materials and comments provided by staff in the letter dated April 24, 2024, of the Type III consolidated application for a Master Planned Development and associated applications submitted by Pacific Community Design, Inc. on behalf of David Weekley Homes.

Explanations are provided below on how each item is addressed:

### INCOMPLETENESS ITEMS:

- A. The existing zoning identified for the Zoning Map Amendment application must be updated to be consistent with Ordinance No. 2017-04-01 (Attachment 1), which annexed this development site into the city limits. The ordinance established that Washington County Future Development-10 Acre Minimum (FD-10) zoning would be retained for the site until an application for City urban zoning was filed and approved. The County's existing FD-10 zoning does not allow the proposed urban development. Please include a Zoning Map Amendment request to change the site's zoning from FD-10 to the appropriate City zoning that you desire for this development proposal.

**Response:** This completeness response package includes an updated narrative and CPA/ZMA map to revise the current zoning of Tax Lot 2N4360000600 to FD-10. The narrative has updated code criteria responses that state the current zoning is FD-10 and requires a Zone Map amendment, and the updated map notes that FD-10 is the current zone. See Attachments 1 and 2, respectively, for the updated narrative and the CPA/ZMA map.

- B. The Traffic Impact Analysis (Exhibit G) assumes City urban zoning for the site and does not use the current FD-10 zoning for the analysis. That assumption is acceptable so long as the application package includes a Zoning Map Amendment request to change the site's zoning from FD-10 to the appropriate City zone. Any approval of the development can be conditioned on approval of the zone change request. Otherwise, the application will require

a statement or memorandum from a traffic engineer confirming that the FD-10 zone would not substantially alter the Traffic Impact Analysis conclusions.

**Response:** This completeness response package includes a Zoning Map amendment request to change the site's zoning from FD-10 to closely follow the comprehensive plan designations for the site, which are also proposed to be slightly altered through this application. Therefore, the TIA does not require an updated memorandum from a traffic engineer.

- C. A portion of the site contains the 100-year floodplain per the City of Banks Flood Insurance Rate Map (FIRM) and Washington County GIS mapping (Attachment 2). If you concur with this mapping, please refer to the Flood Damage Prevention section of the Banks Zoning Code (Section 151.365) particularly the requirements of Section 151.373, Establishment of Development Permit and provide narrative as applicable. Additionally, a plan exhibit showing the proposed development in relation to the 100-year floodplain is required.

If instead you wish to amend the FIRM, please indicate that you will be undertaking a Letter of Map Change (LOMC) request with the Federal Emergency Management Agency and seeking either a Letter of Map Amendment (LOMA) or Letter of Map Revision Based on Fill (LOMR-F).

**Response:** The applicant does not concur with FIRM map 41067C0301E as ground truthing field survey verified that the base flood elevations are located differently than what is shown on the FIRM map. The narrative has been updated to address Section 151.365 to explain how the applicant will modify the flood plain location further with proposed development activities and will minimize flood plain impact on site. A Preliminary Floodplain assessment is included in this completeness submittal to provide details on how the flood plain interacts with the site and proposed development. Updated Existing Conditions sheets and Preliminary Grading sheets include the FIRM map base flood elevation (BFE), our field verified BFE and the proposed cut and fill of the floodplain. A LOMC and LOMR-F will be obtained prior to release of building permits.

Along with the required completeness items, the completeness resubmittal also includes updates to the following.

- Narrative
  - Adjustments and Variances- Further detailed response for § 151.323.A(2)&(6) Two-car garage parking response (pg 78 and 82 in Section VI).
  - Table 7 Dimensional Standards modification- Updated to signify a 5' street side setback for townhomes on site, pg 47 in Section III).
  - Figure 2 Density calculations (pg 44 and updated throughout the report).
- Preliminary Plan set
  - Cover Sheet. Refined site acreage.
  - Sheet 3- Comprehensive Plan and Zone Map amendments. Proposed comprehensive plan designations and zone map labeling, refined site acreage.

- Sheet 7- Density calculations. Revised site density due to site acreage refinements.
- Sheet 6- Concept plan. Added green color for trail open space areas that were not previously colored and updated PUE lines.
- Sheet 14.1- Vehicle Circulation. Updated to reflect 6 ft PUE.
- Sheet 15-Parking plan. Corrected on-street parking counts in table.
- Sheet's 8.1 and 8.2- Site Plans. Updated to reflect proposed 6 ft PUE instead of previous 7 ft.

Thank you.

Attachment:

1 UPDATED NARRATIVE

2 EXHIBIT D UPDATED PRELIMINARY PLAN SET

3 EXHIBIT V PRELIMINARY FLOODPLAIN ASSESSMENT