

ORDINANCE NO. 1830

AN ORDINANCE OF THE CITY OF DAYTON, WASHINGTON, AMENDING TITLE 5, CHAPTER 12, OF THE DAYTON MUNICIPAL CODE, CREATING A SITE PLAN REVIEW COMMITTEE

WHEREAS, it is also the intent of the City of Dayton to further the goals of the City's Comprehensive Plan; and

WHEREAS, it is the intent of the City of Dayton to promote health, general welfare and safety of its community; and

WHEREAS, the City desires an efficient and uniform procedure to provide for adequate, consistent review of new land development to ensure compliance with the adopted plans, policies and ordinances of the City; and

WHEREAS, the City recognizes that coordinating interdepartmental review of land development within the community provides for appropriate creation of facilities and systems for the accommodation of traffic, utilities and public safety requirements.

Now, therefore, the City Council of the City of Dayton, Washington, do ordain as follows:

Section 1. Title 5, Chapter 12, Section 860 of the Dayton Municipal Code is hereby created and shall read as follows:

5-12.860.1 Purpose.

- A. It is the purpose of the Site Plan Review Committee (SPRC) to establish an efficient and uniform procedure that will coordinate interdepartmental review of land development within the community and insure compliance with the adopted plans, policies and ordinances of the City.
- B. The Site Plan Review Committee shall act as in an advisory role to the Planner for review of project impacts, code requirements, design requirements and recommendations, environmental checklists, draft and final environmental impact statements and supplemental environmental impact statements.

5-12.860.2 Membership.

- A. The Site Plan Review Committee shall consist of the following:
 - 1. The Planner, who shall serve as Chairman;
 - 2. the Director of the Public Works Department;
 - 3. A representative of the Fire Department;
 - 4. A representative of the Sheriff's Department; and
 - 5. The Building Official.

The Mayor may also appoint the City Clerk and a representative of City Council. The City Mayor shall be an ex officio member.

5-12.860.3 Application.

An application for site plan review shall be made through the City Planning Department. The City Planner, or his/her representative, will determine the processing level and application contents, including whether the proposal requires a general site plan as prescribed in section 5-12.860.4 or a detailed site plan as prescribed in section 5-12.860.5.

5-12.860.4 General site plan form and contents.

- A. General Site Plan Form. All general site plans shall be legibly drawn to scale and submitted in such number and format as requested by the department, prepared in accordance with section 5-12.860.4B or section 5-12.860.5.B.
- B. General Site Plan Contents. The general site plan shall include:
 - 1. The legal description of the land (when required by the reviewing official);
 - 2. North arrow and scale of drawing;
 - 3. Name of applicant and project name and address;
 - 4. Actual dimensions and shape of the subject property;
 - 5. The sizes and location, measured from the property line(s), of existing structures on the lot to the nearest foot;
 - 6. The location and dimensions of proposed structures and uses;
 - 7. Parking areas;
 - 8. Proposed landscaping and site screening;
 - 9. Locations of ingress and egress; and
 - 10. Any other information required by the reviewing official to clarify the proposal, assess its impacts or determines compliance with State or local laws.

5-12.860.5 Detailed site plan form and contents.

- A. Detailed Site Plan – Form. All detailed site plans shall be legibly drawn to scale and submitted in such number and format as requested by the department. Where necessary, the plan may be on several sheets accompanied by an index sheet showing the entire site.
- B. Detailed Site Plan – Contents. The detailed site plan shall show the following where applicable:
 - 1. The title and location of the proposed development, together with the names, addresses and telephone numbers of the record owner or owners of the land and of the applicant, and, if applicable, the names, addresses and telephone numbers of any architects, planners, designers or engineers responsible for the preparation of the plan, and of any authorized representative of the applicant;
 - 2. The proposed use or uses of the land and buildings;

3. A site plan drawing or drawings, at a scale of not greater than one inch for each fifty feet, which shall include or show:
 - a. The location of all existing and proposed structures including, but not limited to, buildings, fences, culverts, and bridges;
 - b. The boundaries of the property proposed to be developed;
 - c. All proposed and existing buildings and setback lines;
 - d. All areas, if any, to be preserved as buffers or to be dedicated to a public, private or community use or for open space under the provisions of this or any other city code, information regarding percentage of area covered, locations and general types of landscaping;
 - e. All existing and proposed easements;
 - f. The locations of all existing and proposed utility structures and lines;
 - g. Location of all fire hydrants;
 - h. Size and location of all existing and proposed rights-of-way and paved surfaces;
 - i. The storm water drainage systems for existing and proposed structures;
 - j. All means of vehicular and pedestrian ingress and egress to and from the site and the size and location of driveways, streets and roads;
 - k. The location and design of off-street parking areas showing their size and locations of internal circulation and parking spaces;
 - l. The location of all loading spaces including, but not limited to, loading platforms and loading docks where trucks will load or unload; and
 - m. Location, type, height and area, in square feet, of all signs;
4. Topographic map or maps which delineate contours, both existing and proposed, at intervals of two feet, and which locate existing wetlands and streams;
5. The existing zoning district of the proposed development site and any other zoning district within three hundred feet of the proposed development;
6. All special districts including, but not limited to, fire, school, water and historic districts, in which the proposed development shall be located, and all such districts within three hundred feet of the proposed development;
7. The proposed number of square feet in paved or covered surfaces, whether covered buildings, driveways, parking lots, or any other structure covering land; and the total amount of square feet in the entire proposed development site;
8. The proposed number of dwelling units and number of bedrooms in the development;
9. The proposed number of square feet in gross floor area for each residential, commercial and/or industrial use;
10. A description of each proposed commercial and industrial use;
11. The written recommendations of the Health Department, Building Department, Engineering Department, Sheriff's Department, Fire District 3 as to any portion of the site plan application covering areas within their respective jurisdictions;

12. Any other information specified by the reviewing official, such as, but not limited to:
 - a. Proposed ownership pattern;
 - b. Operation and maintenance proposals (i.e., homeowner's association, condominium, co-op or other);
 - c. Solid waste disposal facilities;
 - d. Lighting;
 - e. Water supply;
 - f. Public transportation;
 - g. Community facilities;
 - h. General timetable of development;
 - i. Floodproofing or other measures to protect against flooding;
 - j. Information on design methods to conserve energy; or
 - k. Information regarding adjacent properties;
13. A detailed site plan for development in a Special Flood Hazard Zone or Floodway shall also include the following information:
 - a. Elevation in relation to the one-hundred-year flood level of the lowest floor (including basement) of all structures;
 - b. Elevation in relation to mean sea level to which any structure has been floodproofed;
 - c. Certification by a registered professional engineer or architect that established floodproofing standards have been met; and
 - d. Description of the extent to which any watercourse will be altered or relocated as a result of the proposed development.
 - e. Any other information as required by the reviewing official to clarify the proposal, assess its impacts or determine compliance with State or local laws.

5-12.860.6 Preliminary site plan review conference.

Prior to applying for a site plan review, an applicant may submit to the Site Plan Review Committee a preliminary site plan which shall contain in a rough and approximate manner all the information required on a site plan application. Information presented for preliminary site plan discussion shall be considered confidential. The purpose of the preliminary site plan conference is to enable the applicant to obtain input of the Site Plan Review Committee on development standards, utility services and procedural issues. The opinions or suggestions of the Site Plan Review Committee provided during the preliminary site plan review conference shall not be considered binding in the formal site plan approval process initiated under section 5-12.860.7f this Chapter.

5-12.860.7 Review, decision.

- A. Applications before the site plan review committee shall be reviewed and evaluated based upon city-adopted policies, programs, and ordinances, and shall be in keeping with the

Dayton Comprehensive Plan. To accomplish this, SPRC recommendations and decisions made by the approving authority under this code may include, but not be limited to, conditions of approval for site improvements, public improvements such as streets, sidewalks, landscaping, etc., and for the dedication of right-of-way necessary for public facilities.

- B. If, in the opinion of the SPRC, the site plan is sufficiently complex, review may be referred to the Planning Commission. All decisions to defer shall be made during the comment period for the proposal.
- C. The SPRC shall, within the comment period for the proposal, approve, disapprove or approve with conditions any site plan submitted and accepted for its review unless this time period is extended by mutual agreement, in writing, between the applicant and the SPRC. The action taken by the SPRC will be submitted to the Planner for subsequent action on the application.
- D. The decision of the site plan review committee shall be given the effect of a recommendation to the approving authority.

5-12.860.8 SPRC approval.

Whenever the Site Plan Review Committee approves, or approves with conditions, a site plan, it shall set forth in writing its findings which support such approval. All transmittals approving a specific project proposal shall include a listing of permits required for the project, applicable fees required, and a designated contact person.

5-12.860.9 SPRC denial

Whenever the Site Plan Review Committee recommends disapproval of a site plan, it shall set forth in writing its proposed findings which shall specify the particular standards, provisions and policies to which the site plan fails to conform and the reasons why it fails to conform.

5-12.860.10 Relationship of review to other permits.

The review and approval of a site plan is considered a part of the City's permit application approval process. Following approval of a site plan requiring review under the provisions of this Code, a permit may be issued by the Planning Department provided all other requirements of the permit application and ordinances of the City have been complied with.

5-12.860.11 Performance bond.

It may be required, as a condition of approval of a site plan, that the applicant furnishes a performance bond to the City to secure the applicant's obligation to complete the provisions and conditions of the site plan as approved.

5-12.860.12 Amendment of site plan.

A site plan granted approval by an approving authority may be amended by the same procedures provided under this Code for original site plan approval.

5-12.860.13 Duration of approval.

- A. Approval of the site plan shall be effective for eighteen (18) months from the date of its approval by the Approving Authority unless otherwise stated. During this time, the terms and conditions upon which approval was given shall not change. If application for a building permit is not made within the eighteen (18) month period, the approval shall automatically terminate.

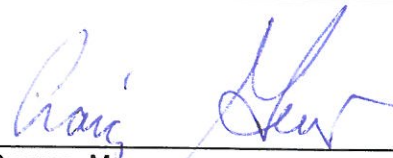
However, upon the application of the owner or representative, the Planner may extend the approval period for up to six (6) months unless substantive change has been made in the regulations, ordinances, requirements, policies, or standards which impact the site since the initial approval.

- B. Knowledge of expiration date and initiation of a request for extension of approval time is the responsibility of the applicant. The City shall not be held responsible for notification of expirations, although the City may notify the applicant of the date of expiration. All requests for additional time must be submitted to the Planners office prior to expiration of site plan approval.

SECTION 2. Severability. If any section, subsection, paragraph, sentence, clause or phrase of this Ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the other remaining parts which shall remain in full force and effect.

SECTION 3. Effective Date. This ordinance, being an exercise of a power specifically delegated to the City legislative body, is not subject to referendum, and shall take effect five (5) days after passage and publication of an approved summary thereof consisting of the title.

PASSED by the City Council of the City of Dayton on this 28TH day of JANUARY, 2013.



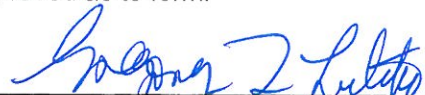
Craig George, Mayor

Attest:



Trina Cole, City Clerk-Treasurer

Approved as to form:



Gregory L. Lutcher, City Attorney