



September 18, 2024

City of Olympia  
Community Development  
601 4<sup>th</sup> Avenue East  
Olympia, WA 98507

Project: Springwood Plat, AHBL No. 2240545.10  
Subject: Pre-Application Conference Request

To Whom It May Concern:

Please find attached our request for a Pre-Application Conference for the Springwood Plat project on Parcel 09680073000. The parcel is approximately 7.06 acres and is zoned R-6-12. The project proposes subdividing the property into 38 single-family residential lots.

Please review the following attachments:

- Sewer and water map.
- Transportation 2030 – Westside and Downtown map dated October 31, 2017.
- Conceptual site plan.

**Questions for Staff:**

Planning

1. Please confirm the conceptual site plan meets the dimensional requirements of the R4-8 zone.
2. Please confirm the building setbacks, landscape setbacks, and any other landscape requirements. Are there any recreational area requirements?
3. Please discuss tree retention requirements.
4. Are there any critical areas at or near the site?
5. Please discuss the land use process submittal requirements and estimated review times.
6. Please identify any assessment or mitigation fees associated with development of the site.

Engineering

7. The City's Transportation 2030 – Westside and Downtown map dated October 31, 2017, shows a future Neighborhood Collector extension of Marion Street NE to the north. Please review the site plan and the proposed alignment of Marion Street NE through the plat. Is direct lot access acceptable?

*Civil Engineers*

*Structural Engineers*

*Landscape Architects*

*Community Planners*

*Land Surveyors*

*Neighbors*

*TACOMA*

2215 North 30th Street  
Suite 300

Tacoma, WA 98403-3350  
253.383.2422 TEL

[www.ahbl.com](http://www.ahbl.com)



8. It appears a 20-foot right-of-way dedication will be required along Springwood Avenue. Please confirm.
9. Please discuss the extent of improvements that will be required along Springwood Avenue. Is there opportunity to receive traffic impact fee credits for the improvements?
10. We are proposing that seven lots have direct access onto Springwood Avenue. Please confirm this is acceptable.
11. The conceptual site plan currently shows a connection to Central Street NE. Is the connection required or can we end the internal plat road in a cul-de-sac and not extend Central Street NE?
12. Please discuss stormwater requirements for the site.
13. Will winter water monitoring be required?
14. Please discuss any technical reports that will be required.
15. Please discuss review timelines.

Fire

16. Please confirm the required and provided fire flow to the site.
17. Please discuss hydrant location(s) and spacing.

I look forward to meeting with you to discuss this project. Please contact me at (253) 383-2422 if you need any additional information prior to the meeting.

Sincerely,

A handwritten signature in blue ink that reads "Sheri Greene".

Sheri Greene  
Assistant Project Manager

SG/lsk

Enclosures

c: Matt Weber – AHBL  
Jessica Estrada, Matt Lewis, Kimberly Johnson – Garrette Custom Homes