



June 3, 2014

Gretchen Van Dusen
409 Rogers ST NW
Olympia WA 98502

SUBJECT: Combined Information Request
Project Name: Tanasse Mixed Use Building
Project No.: 14-0025

Dear Gretchen,

The City of Olympia staff reviewed your project and determined that additional information and/or revisions are necessary in order to continue with the second phase of review of your project. The early review comments dated April 7, 2014, and the conceptual design review memo, dated May 15, 2014, *together* consist of the Community Planning & Development Department and Public Work's preliminary assessment of your project (Page 2).

Please submit the requested information within six (6) months of the date of this letter, or by December 2, 2014. "Any information necessary to complete or to supplement an application must be submitted within six (6) months of the date of the notice describing such deficiency. Should such information not be timely received, the application shall be null and void." (OMC 18.72.060).

NEXT STEPS

- When you are ready, please contact our office to schedule a re-intake appointment to submit your revision materials. Paula Smith, 360.753.8596, psmith@ci.olympia.wa.us.
- At the intake appointment, please be prepared to submit both electronic (**all** items on memory stick/flash drive) and hardcopy plans and materials.
- Submit the following hardcopy items:
 - One (1) copy of a detailed written response to each item in this letter; reviewer comments and revisions shall also be reflected in all plan sheets affected. Include the document with the electronic files, in MS Word file format.
 - Two (2) full size sets of plans (24x36)
 - Two (2) 11x17 size sets of plans
 - Two (2) copies of any revised or updated reports, studies, plans (i.e., grading plan, erosion control plans, etc.)
- At your risk, you may submit application(s) for engineering and/or building permit review prior to Land Use approval being issued. Be advised that there has been no land use decision,

and further information and/or revisions are required. Ensure that civil and building plan sets include revisions and responses to the comments below.

Please let me know if you have any questions pertaining to this letter. I can be reached by phone at (360) 570-3776 or by e-mail cmccoy@ci.olympia.wa.us.

Thank you,



CATHERINE MCCOY

Associate Planner

Community Planning and Development

cc: Robert Bradley, Building Official (Interim)
Alan Murley, Engineering Plans Examiner
Cari Hornbein, SEPA Official

PLANNING

SEPA: Please update and resubmit the environmental checklist to include:

1. B.1.h. – Remove “see Drainage Report and Plan”. Provide additional information specific to your proposed best management practices to reduce or control erosion during construction.
2. B.3.d. – Provide additional information related to measures to reduce or control surface, ground, and runoff water impacts.
3. B.7.b.2. – There will be noise impacts created by the project on both a short and a long-term basis. Address those impacts (i.e., noise during construction, commercial and residential uses).
4. B.7.b.3. – Address measures to reduce or control [short term and long term] noise impacts (i.e., hours of operation during construction, hours of operation of commercial uses).
5. B.10.a. – List the principal exterior building material(s) proposed.
6. B.10.b. – Explain “some views from adjacent lots would be altered”. Provide specific information related to this element.
7. B.11.a. – Provide complete answers to the following: What type of light or glare will the proposal produce? What time of day would it mainly occur?

8. B.11.d – Provide specific information related to how the project will reduce or control light and glare impacts.
9. B.13.a. – Revise your response to this question. There *are* places or objects listed on local preservation registers next to the site.
10. B.13.b – See item 9 above.
11. B.13.c. – Provide a response to this environmental element.
12. B.14.a. – Revise your response to include the alley north of the lot.
13. B.14.d. – Revise your response to include required improvements to State Street and the alley north of the subject site.
14. B.15.a. – Revise your response to address increased public services impacts from the new commercial and residential uses – on a formerly vacant site.
15. B.16.a. – Provide a response to this environmental element.
16. B.16.b. – Provide a response to this environmental element.

Site Plan:

17. Dimension the building setbacks from all property lines.
18. Provide floor heights at each story from finished floor elevation.
19. Provide the types of solid waste and recycling receptacles.

Landscaping:

20. Revise the landscape plan to include native and drought tolerant plant materials in the development landscape; list native and drought tolerant plant choices in the plant list. OMC 18.36.060.
21. Provide drawings of planting locations showing mature size of plants along each elevation. OMC 18.36.080.
22. Add the timeline for site preparation and installation of plant materials to the landscape plan. OMC 18.36.080.
23. Add a cost-estimate for the purchase, installation and three (3) years maintenance of landscaping to the landscape plan. OMC 18.36.080.

Parking and Loading:

24. Provide the structural design of the bicycle parking spaces, at street level. Include colors and materials chosen. Specifications of short-term bicycle parking must meet the standards of OMC 18.38.220(C).
25. Bicycle parking spaces shall be two (2) feet by six (6) feet each, with no less than a seven (7) foot overhead clearance. Revise the bicycle design and spacing accordingly.

Property Development & Protection:

26. Provide the height of the fences along the east and west property lines, near the alley access. Show the type and material choices of the fencing. OMC 18.40.060.

Signs:

For Future Reference: Submit a separate sign permit application with the building permit application. Identification signs and building entrance signs shall comply with OMC 18.42.140, 18.42.200, and 18.42.280.

ENGINEERING

Water main Plan: The applicant shall install water facilities in accordance with the provisions of Chapter 6 of the Development Guidelines and Public Works Standards (2.050.B). The water system shall be designed to provide adequate domestic plus fire flow at the required residual pressure. Please address the following item on the plans and resubmit for review.

27. Revise plan to include both a domestic and fire suppression service to the project off the existing water main in State Avenue prior to the proposed City of Olympia pavement overlay project. If the existing service and meter to the lot are undersized for the intended development it must be abandoned to the main or may be used for irrigation purposes.

Sewer Main Plan: The applicant shall install sewer facilities in accordance with the provisions of Chapter 7 of the Development Guidelines and Public Works Standards (2.050.A). Please address the following item on the plans and resubmit for review;

28. Revise plan to depict sewer service(s) to the project off the existing sewer main within the alley north of the project.

Site Improvement Plan

29. Revise plan to depict a Major Commercial Collector sidewalk ten feet in width across the State Avenue frontage with street trees in grates.
30. The site plan refers to Pear Street to the east of the development. Correct the site plan to reflect Quince Street.

Clearing/Grading/Erosion Control Plan

31. Provide a grading and erosion control plan that meets City standards.

Stormwater System and Drainage Report (hydra & work map): This development application is within the City Of Olympia and shall comply with the Drainage Design and Erosion Control Manual for Olympia October 2009 (DDECM).

32. Task 4 of the stormwater site plan indicates that the project will add more than 5,000 square feet of impervious surface. As such, per DDECM, Volume I, Section 2.4, Minimum Requirements #1 through #10 apply to the project.

33. The reference to Section 2.4.1 in Task 4 of the stormwater site plan is erroneous – please address this issue.

34. Prior to permitting, standard erosion control notes consistent with DDECM Appendix II-A, must be added to the erosion control plan. Section 2.4.1 refers to “new impervious surface” not new PGIS. Reference DDECM Volume I, Section 2.5.6 when addressing Minimum Requirement #6 Runoff Treatment. That section refers to the threshold for new PGIS.

35. Prior to permitting, provide a draft agreement to maintain stormwater facilities and to implement pollution source control plan (corporate version).

36. Prior to permitting, provide an operation and maintenance plan.

37. Prior to permitting, provide drainage calculations to justify a 6- inch storm main.

38. Correct the spelling of Tanasse on the architectural plans.

Traffic Study Report –N/A:

Transportation impact fees will be required at the time of building permit.

Solid Waste

39. Refuse storage and collection has not been fully thought out for this project. The narrative mentions trash service via the alley and a screened area. The space allocated appears too small. The EDDS call for front load, and what is shown is not to EDDS specifications. Schedule a solid waste scoping meeting at your earliest convenience.

FIRE

40. Fire sprinklers designed to NFPA 13 are required at the time of building permit.

LAND MANAGEMENT/ADDRESSING

41. The address will remain 924 State Ave NE. Individual suite numbers will be assigned at a later date (once building applications are received).

DESIGN REVIEW

OMC 18.110.080

42. Provide more visual screening to the balcony railings above the garage and at the second floor level (the area below the handrail) for an increased level of privacy for residents across the alley.

43. Depict the staircase that leads from the second story to the roof deck along the rear façade in the black and white elevations and the colored renderings. The east and west elevations do not show the staircase. The staircase is part of the design and when included will provide a better over-all perspective of the design at the rear of the property.

OMC 18.110.100

44. Consider adding landscape elements along the roofline to further break the appearance of the flat/horizontal roof line.

OMC 18.110.150

45. Provide studies, alternatives, additional options to the proposed main color scheme and application in the building design.

OMC 110.050

46. Provide details of the front entryway furniture. Include the details in the plan set.
47. Provide design details of the texture, pattern, and colors of the hardscape area at the front entryway. Include the details in the plan set.
48. Provide the design details of the short-term bicycle parking spaces; include dimensions of the overhead canopy coverage (OMC 18.38.220.C.3 and 4).

OMC 18.110.150

49. Provide a colors and materials board - one that includes material and color choices for building materials, windows, balconies, and railings – main exterior façade features.

OMC 18.110.160

50. Provide the specifications of lighting choices in the plan set. Include light intensities, shading, structural details, and locations.

OMC 18.110.180

51. Provide colored renderings, drawings, or sketches of plantings at maturity, at ground level, around the entire building. Include plant specimens that will be used on the fencing at the rear of the property.

OMC 18.110.190

52. Depict the design and structural details of the solid waste/recycling area in the plan set. Provide materials, colors, screening options – to scale and with dimensions.

OMC 18.120.140

53. Provide a signage plan that complies with OMC 18.42, and meets the guidelines listed in OMC 18.120.140. Depict lighting associated with signage in the plan set as well.

