

**SUBSTANTIVE REVIEW COMMENTS**  
**SPSCC Health and Wellness Center, File 18-1869**  
**July 11, 2018**

**Note:** Please type your responses into the column titled **APPLICANT RESPONSE**, and include as much information as needed to clearly respond to each comment. Please do not say “comment noted or acknowledged” without providing an explanation; doing so may delay resubmittal. **Additionally**, please avoid referring to the plans without a sheet number, or explanation of how the plans were revised.

STAFF COMMENTS	APPLICANT RESPONSE Provide detailed description(s) of how staff comments are being addressed, and sheet/page numbers of plans and reports where changes have been made.
<b>PLANNING – Comments Prepared by Catherine McCoy, Associate Planner</b>	
1. The college is required to have the SPSCC Campus Master Plan reviewed by the Olympia Hearing Examiner every 10 years to ensure consistency with the Master Plan. The next review shall be by March 9, 2019.	
2. Conditional Use Permit Application Form. Revise your response to item 9, Commercial Uses. Resubmit the application form at the revision intake meeting.	
3. Provide a single site plan that will be used for Land Use review and approval, and Engineering and Building permit review and approval. The single site plan shall accompany all stages of the review and permitting process. In addition to that shown on Sheet AS101, the site plan shall include and identify the following: a. Conceptual landscaping; b. Existing and proposed easements; c. Bicycle parking w/overhead coverage; d. Mechanical equipment – above and below grade, on the building, on the roof; and e. Solid waste location.	
4. Add Site Data to the Site Plan, including but not limited to the following: a. Development site area (sq.ft.); b. Building footprints, existing, new, total; c. Hardscape area; d. Landscape area.	
<b>SEPA, OMC 14.04</b>	
5. Applicant instructions for filling out the SEPA checklist are available on the Washington State Department of Ecology website, <a href="https://ecology.wa.gov/Regulations-">https://ecology.wa.gov/Regulations-</a>	

**SUBSTANTIVE REVIEW COMMENTS**  
**SPSCC Health and Wellness Center, File 18-1869**  
**July 11, 2018**

**Note:** Please type your responses into the column titled **APPLICANT RESPONSE**, and include as much information as needed to clearly respond to each comment. Please do not say “comment noted or acknowledged” without providing an explanation; doing so may delay resubmittal. **Additionally**, please avoid referring to the plans without a sheet number, or explanation of how the plans were revised.

STAFF COMMENTS	APPLICANT RESPONSE Provide detailed description(s) of how staff comments are being addressed, and sheet/page numbers of plans and reports where changes have been made.
<a href="#">Permits/SEPA/Environmental-review/SEPA-guidance/Guide-for-project-applicants</a> . The purpose of the Checklist is to identify and evaluate potential negative development impacts. In order for the City to make a reasonable determination, the checklist should be filled out in its entirety, with consideration for all aspects of the proposal. Please revise the SEPA Checklist (CPD staff review) and resubmit with your revisions (SEPA Checklist, Staff Review, attached).	
<b>Landscaping and Screening, OMC 18.36</b>	
6. All developments are required to use native vegetation or vegetation that is well-adapted and drought tolerant where conditions and location support their survival. A minimum of 60% of commercial landscaping shall be comprised of native plantings. Add a column to the Plant Schedule that indicate N (Native), NN (Nonnative), DT (Drought Tolerant). Provide the source of information. OMC 18.36.060.E.	
7. Sheet Notes, Sheets L2.01. Items 2 and 3, shall read: “ALL WORK SHALL BE PERFORMED TO THE SATISFACTION OF THE LANDSCAPE ARCHITECT/OWNER AND FINAL INSPECTION APPROVAL BY THE CITY OF OLYMPIA.”	
8. Landscape Specifications, Sheet L-4. a. Revise item 5 to read: “No plant substitutions shall be permitted w/out prior approval of Landscape Architect/Owner and approval by the City of Olympia.” b. Revise item 20 to read: “All work shall be performed to the satisfaction of the Landscape Architect/Owner and the City of Olympia.	
<b>Parking and Loading, OMC 18.38</b>	
9. Provide an analysis of off-site parking for adjacent neighborhoods and along public streets (west and north of Buildings 31-35) (HE Decision, 08-0095).	

**SUBSTANTIVE REVIEW COMMENTS**  
**SPSCC Health and Wellness Center, File 18-1869**  
**July 11, 2018**

**Note:** Please type your responses into the column titled **APPLICANT RESPONSE**, and include as much information as needed to clearly respond to each comment. Please do not say “comment noted or acknowledged” without providing an explanation; doing so may delay resubmittal. **Additionally**, please avoid referring to the plans without a sheet number, or explanation of how the plans were revised.

<b>STAFF COMMENTS</b>	<b>APPLICANT RESPONSE</b> Provide detailed description(s) of how staff comments are being addressed, and sheet/page numbers of plans and reports where changes have been made.
10. Provide a traffic analysis (not TIA) that determines the amount and route of traffic generated by the new Building 31 and its effect on the level of service of affected streets and intersections (HE Decision, 08-0095).	
11. Bicycle parking. Two long term spaces and 4 short term spaces shall be provided. Depict the bicycle parking locations on the Site Plan. Provide clear graphics that illustrate the spaces are in compliance with the bicycle design requirements – refer to OMC 18.38.220.C.	
12. Screen the solid waste facility with a Type 1, 100% sight-obscuring screen, from surrounding buildings. OMC 18.36.060.	
<b>Property Development and Protection Standards, OMC 18.40</b>	
13. All display and flood lighting shall be constructed and used so as not to unduly illuminate the surrounding properties and not to create a traffic hazard. Explain measures (i.e., fixture types, cut-off and shielding options) for reducing light trespass off-sight. OMC 18.40.060.	
<b>Design Review, Basic Commercial Design Criteria, OMC 18.100, 18.110</b>	
14. Update the Site Plan, Sheet AS101, and the Landscape Plan, Sheet L2.01, with the location of the short-term bicycle parking stationary racks.	
15. Locate the long-term bicycle parking in the floor plan, Sheet A-101, Overall Floor Plan.	
16. Provide photos of all plants proposed in the Landscape Plan, Sheet L2.03, Plant Photos.	
17. The Site Plan and the Landscape Plan shall show the same site elements, including but not limited to type of lawn or turf (and bicycle parking and mechanical equipment). Correct any inconsistencies between the Site Plan and the Landscape Plan.	
18. Show the location of all mechanical equipment and utility vaults on the Site Plan, Sheet AS101, and the Landscape Plan, Sheet L2.01. OMC 18.110.190.	

**SUBSTANTIVE REVIEW COMMENTS**  
**SPSCC Health and Wellness Center, File 18-1869**  
**July 11, 2018**

**Note:** Please type your responses into the column titled **APPLICANT RESPONSE**, and include as much information as needed to clearly respond to each comment. Please do not say “comment noted or acknowledged” without providing an explanation; doing so may delay resubmittal. **Additionally**, please avoid referring to the plans without a sheet number, or explanation of how the plans were revised.

<b>STAFF COMMENTS</b>	<b>APPLICANT RESPONSE</b> Provide detailed description(s) of how staff comments are being addressed, and sheet/page numbers of plans and reports where changes have been made.
19. Show the location of the solid waste facility area and the type of screening that will be constructed. Depict the location of the solid waste facilities on sheets throughout the architectural and engineering plan sets. OMC 18.110.190.	
20. Provide landscaping along the east side of the Auxiliary Gym that softens the scale of the blank wall.	
21. Articulate façade design features to reduce the apparent size of large buildings. OMC 18.110.080.	
22. Provide photos, cut sheets, and specifications of the types of windows that will be used on the building. The elevations should clearly depict windows at the pedestrian level, around the entire building. OMC 18.110.100.	
23. Provide a materials and colors board at the detail stage of design review. OMC 18.110.150.	
24. Provide a lighting plan that includes fixture photos, cut sheets, building mounted heights from grade, duration of fixture illumination, and distance of illumination per fixture. <i>OMC 18.110.160.</i>	
25. Depict the solid waste facility location on the Site Plan Sheet AS101, and the Landscape Plan, Sheet L2.01.	
<b>ENGINEERING – Comments Prepared by Tiffani King, Engineering Plans Examiner</b>	
<b>Transportation, Chapter 4 EDDS</b>	
26. Clearly show on the plans if the existing drive/fire lane on the south side of the project is planned to be impacted or is outside of the project area.	
27. The application materials did not include a TIA or traffic analysis. The 2009 Hearings Examiner decision that approved the master plan included conditions of approval that addresses these issues (refer to items 11 and 12 of the Decision, file number 08-0095).	

**SUBSTANTIVE REVIEW COMMENTS**  
**SPSCC Health and Wellness Center, File 18-1869**  
**July 11, 2018**

**Note:** Please type your responses into the column titled **APPLICANT RESPONSE**, and include as much information as needed to clearly respond to each comment. Please do not say “comment noted or acknowledged” without providing an explanation; doing so may delay resubmittal. **Additionally**, please avoid referring to the plans without a sheet number, or explanation of how the plans were revised.

<b>STAFF COMMENTS</b>	<b>APPLICANT RESPONSE</b> Provide detailed description(s) of how staff comments are being addressed, and sheet/page numbers of plans and reports where changes have been made.
<p>Included in the decision, is language that states that each building is to determine the amount and route of traffic generated by the building and its level of service to affected streets and intersections. Those conditions also state that a full TIA may not be required for each building but do require a traffic analyses consistent with accepted standards. The traffic from each building shall not be considered in isolation but together with other project development and pipeline projects.</p> <p>The increase in student population since 2009 shall also be factored into the analysis and included in the document (above). Based on the results from the traffic analysis/TIA frontage improvements may be required. While the majority of improvements on Mottman Road been completed, the exception is a section on Mottman Road that includes the section across Percival Creek.</p>	
<b>Stormwater, Chapter 5 EDDS – Conceptually Approved for Land Use.</b>	
<p>28. The project is vested to 2005 standards, but shall follow the formatting requirements of the 2018 standards. The stormwater site management plan is missing from the submittal package, but the items submitted for landuse have been deemed as sufficient for this stage of the project. Additional items will be required with the engineering permit submittal as dictated by the 2005 DDECM.</p>	
<b>Water, Chapter 6 EDDS – Conceptually Approved for Land Use.</b>	
<p>29. With the relocation of the existing 1.5 irrigation meter, the old service shall be abandoned to the main. The abandonment and new installation shall be noted as being performed by the City of Olympia at a cost to the developer.</p>	
<p>30. It appears that the existing irrigation meter is located adjacent to the existing domestic meter serving building #33 which is being demolished with this project. This meter is not noted on the plan set at all. Make a notation on the plan set for the removal of this</p>	

**SUBSTANTIVE REVIEW COMMENTS**  
**SPSCC Health and Wellness Center, File 18-1869**  
**July 11, 2018**

**Note:** Please type your responses into the column titled **APPLICANT RESPONSE**, and include as much information as needed to clearly respond to each comment. Please do not say “comment noted or acknowledged” without providing an explanation; doing so may delay resubmittal. **Additionally**, please avoid referring to the plans without a sheet number, or explanation of how the plans were revised.

<b>STAFF COMMENTS</b>	<b>APPLICANT RESPONSE</b> Provide detailed description(s) of how staff comments are being addressed, and sheet/page numbers of plans and reports where changes have been made.
meter/service and that the work is to be performed by the City of Olympia at a cost to the developer.	
31. The existing irrigation and domestic meters are connected to a 6 water main/service. Is this section of water main still needed once the meters are removed? If a section of this main is no longer needed provide that information on the plan set and clearly indicate how much is being removed.	
32. Place the relocated irrigation meter and double check valve assembly immediately behind existing sidewalk.	
33. Include the Standard Drawing 3.1, and appropriate standard water drawings.	
<b>Sewer, Chapter 7 EDDS</b>	
34. EX. SSMH 3 should have a pipe and invert from the south.	
35. SSMH 3 is less than 3' deep. The minimum depths for manholes and pipes is 5'. A deviation request may be submitted for a shallower manhole and pipe. If approved, the standard detail for a shallow manhole should be included in engineering plans.	
36. Minimum slope for an 8" pipe is 1%, and .45% for 12 pipe. Pipe slopes need to be changed or the applicant can submit a deviation request.	
37. The angle between the line(s) entering a manhole and the line leaving shall be no less than 90 degrees. Ex. SSMH 1, as designed, will violate this requirement. Design shall be revised.	
38. If no easement exists between EX SSMH 4 and EX SSMH 2, one shall be established. If it does exist, it shall be shown on the plans.	
39. If there is an existing easement between EX SSMH 3 and EX SSMH 4, the easement document will need to be adjusted. If an easement does not currently exist then one shall be established.	

**SUBSTANTIVE REVIEW COMMENTS**  
**SPSCC Health and Wellness Center, File 18-1869**  
**July 11, 2018**

**Note:** Please type your responses into the column titled **APPLICANT RESPONSE**, and include as much information as needed to clearly respond to each comment. Please do not say “comment noted or acknowledged” without providing an explanation; doing so may delay resubmittal. **Additionally**, please avoid referring to the plans without a sheet number, or explanation of how the plans were revised.

STAFF COMMENTS	APPLICANT RESPONSE Provide detailed description(s) of how staff comments are being addressed, and sheet/page numbers of plans and reports where changes have been made.
<b>Waste Resources, Chapter 8 EDDS – Conceptually Approved for Land Use.</b>	
40. The proposed project does not appear to dramatically impact solid waste collection. The primary waste collection area is a compactor(s) that is located elsewhere on campus. Collection and access shall continue consistent with past practices both at this building and the primary collection site. The applicant shall maintain access to all solid waste and recycling during construction. The applicant shall plan for solid waste needs consistent with the facility need and hauler access.	
<b>URBAN FORESTRY – Comments Prepared by Shelley Bentley, Urban Forestry</b>	
41. Show Tree Protection Fence Location on the Demo Plan, Landscape Plan, Irrigation Plan, Water and Sewer Plan.	
42. Show the Tree Protection Fence detail (attached) on the Landscape Plan Notes sheet.	
43. Show Timeline for Tree Protection Fence Installation (see attached) AND Tree Protection Measures (page 6-8 SV Report by SUF) on Demolition Plan and Landscape Plan Notes.	
<b>FIRE PROTECTION – Comments Prepared by Rob Bradley, Fire Marshal</b>	
44. The fire line serving fire sprinklers shall be separate from the domestic water.	
45. The fire alarm system shall be upgraded to fully addressable and shall report by point via AES radio or GSM technology. An annunciator shall be provided at the new south entry.	
46. Fire sprinklers shall be upgraded to quick response heads in the existing portion and throughout the addition.	
47. A Knox box shall be provided at the north and south entries.	