



May 2, 2019

City of Olympia
Community Planning and Development Department
601 4th Avenue East, 2nd Floor
Olympia, WA 98501

Project: Allen Road Preliminary Plat, AHBL No. 2190383.10
Subject: Pre-Submission Meeting Request

Civil Engineers

To Whom It May Concern:

Structural Engineers

Please find attached our request for a pre-submission meeting for the Allen Road Preliminary Plat project in Olympia. Enclosed is a conceptual site plan for staff review and feedback at the meeting. A project narrative and specific questions are provided below.

Landscape Architects

Project Narrative

Community Planners

The Allen Road Preliminary Plat project is located off Allen Street SE in Olympia. The property is approximately 5.5 acres on Tax Parcel 11819340800 and is currently vacant. The parcel is zoned Residential 4-8 (R 4-8).

Land Surveyors

This project proposes subdividing the parcel into 42 residential lots. Access to the site is proposed via Allen Street SE, through the existing Castlewood development to the south. City water and sewer services will be extended to the site. Stormwater from the new impervious surfaces will be collected in accordance with the City's adopted stormwater manual.

Neighbors

Questions for Staff

1. Please confirm the conceptual site plan meets the density and dimensional requirements of the R 4-8 zone.
2. Please describe any critical areas located on or near the site and what studies will be required, if applicable.
3. What environmental studies (geotechnical, traffic, wetland, gopher, etc.) would the City require for land use and SEPA?
4. Please describe the applications required for land use approval and their associated fees.
5. Please discuss the estimated timeline for land use approval. Can the final engineering plans be reviewed concurrently?
6. Please discuss access to the site. Will the City allow primary access to the site through the Castlewood development? Note that this will require removal/restoration of the existing barricade.
7. We assume we will need to dedicate 15 feet of right-of-way, but that we will only be required to construct half-street improvements along the property frontage. Please confirm and provide the city's preferred road section.

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8. Please discuss any offsite road improvements that will be required.
9. Please discuss onsite right-of-way requirements and confirm proposed road section. Are there any connectivity requirements?
10. The proposed connection point for sewer is manhole #10 in Allen Street SE, within the Castlewood development. Please discuss capacity of the system and confirm connection is allowed to this manhole. From preliminary review, it appears approximately half the site could be served by gravity and the other half would need a low pressure system. Please note that we reviewed potential connection to the existing sewer system in 18th Avenue SE but it is not of adequate depth to serve any of the site by gravity.
11. If sewer is not available, will the City allow septic systems?
12. Please confirm water availability and that the water connection will be from the water main directly fronting the site. Please describe any anticipated offsite water improvements. Are there any latecomer's agreements that will affect this project?
13. Please discuss stormwater requirements for the site. Does the City have plans to adopt any new manuals or codes that would affect this project?
14. Please discuss the applications required for site development approval and their associated fees.
15. Are any bonds required and, if so, are they required prior to approval or prior to start of construction?
16. Please provide an estimated approval timeline and process for site development permits.
17. Please describe any connection or impact fees and provide amounts (if applicable) and when impact fees are due (e.g., at time of final plat or at time of building permits).

Please contact me at (253) 383-2422 with the next available meeting date. We look forward to meeting with City staff to discuss this project in detail.

Sincerely,

J. Matthew Weber, PE
Principal

JMW/lsk

Enclosures