



November 5, 2018

Jeff Pantier
Hatton Godat Pantier
3910 Martin Way E STE B
Olympia WA 98506

SUBJECT: Substantive Review Information Request
Project Name: Village at Cain Road
Project Number: 18-3178

Dear Jeff,

The Site Plan Review Committee (SPRC) has completed a substantial review of your project and has determined that additional information and/or revisions are necessary in order to continue with the review. There may be overlapping or similar substantive comments, please pardon any redundancy.

I have attached five documents pertinent to this request for additional information. Please read the table carefully for instructions on how to respond to reviewer comments (Item 1).

1. The Substantive Review Table
2. Safe Walking Routes Memo, 2003
3. Village at Cain Road Address Map
4. Washington State Department of Ecology Comments
5. Thurston County Environmental Health Comments

Please submit the requested information within six (6) months of the date of this letter, or by Monday November 6, 2019. Pursuant to OMC 18.72.060, "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.

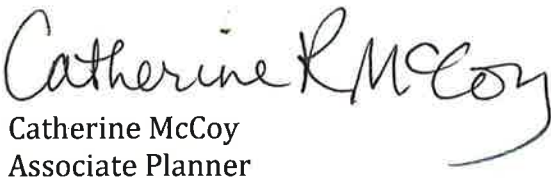
The land use approval review "clock" has been stopped as of this writing, and will continue once all items have been addressed and submitted at a regularly scheduled land use re-intake meeting. The information requested in the Substantive Review Table (spreadsheet) must be depicted on one set of plans or submitted for review prior to Land Use Approval. Please add your response(s) to the spreadsheet and submit with your revisions.

NEXT STEPS

- When you are ready, contact our office to schedule a (revision) intake appointment to submit your revised materials. Contact Jennifer Lee, Program Assistant, (360) 570-3762, jlee@ci.olympia.wa.us.
- At the 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 the review table (please enter comments directly into the "18-3178 Subst Rvw Tbl" spreadsheet provided).** Include the document with the electronic files, in MS Word file format;
 - Comments and revisions shall be reflected **on all plan sheets affected**;
 - Two (2) full size sets of plans (24x36);
 - Two (2) 11x17 size sets of plans;
 - One (1) hardcopy of any revised or updated report, study, plan (i.e., biological assessment, grading plan, erosion control plans, etc.).

If you would like to schedule a meeting to discuss the contents herein, I can be reached by calling (360) 570-3776, or emailing cmccoy@ci.olympia.wa.us.

Sincerely,


Catherine McCoy
Associate Planner

Attachments:

1. 18-3178 Substantive Review Table
2. Safe Walking Routes Memo, 2003
3. Village at Cain Road Address Map
4. ECY Comments
5. Thurston County Environmental Health Comments

SUBSTANTIVE REVIEW COMMENTS
The Village at Cain Road, File 18-3178
November 4, 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 reply with “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 of how staff comments are addressed and sheet/page numbers of plans and reports where changes have been made.

PLANNING - Comments prepared by Catherine McCoy, Associate Planner

OMC 14.04 Environmental Protection

1. SEPA Checklist

The purpose of the Checklist is to identify and evaluate potential negative development impacts. **For the City to make a reasonable determination the checklist should be filled out in its entirety, complete, and accurate with consideration for *all* aspects of the proposal.**

Applicant instructions for filling out the SEPA checklist are available on the Washington State Department of Ecology website,
<https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/Guide-for-project-applicants>.

Answers such as “no”, “none”, “none known”, or brief answers that do not take into consideration the entire project will not be accepted. Please revise the SEPA checklist and resubmit with your revisions.

OMC 17.16 Preliminary Plat

2. Safe Walking Routes – Before approving any subdivision (including short plats), the City must make a written finding that **“appropriate provisions are made...including sidewalks and other planning features that assure safe walking conditions for students who only walk to and from school.”**

Demonstrate that safe walking routes to nearby public elementary and middle schools can be provided. The walking route is to be to the school if located within one mile, and to a school bus stop if the site is over one mile from the school. The walking route shall meet accessibility requirements and shall be a route students are reasonably expected to use. Typically, a safe walking area will consist of a 5’ wide sidewalk with a 5’ separation from a vehicle or bike lane. If this separation

cannot be provided a raised sidewalk behind a standard curb is acceptable. Refer to the Safe Walking Routes Memo, 2003 (Attachment 2).	
OMC 18.04 Residential Districts	
3. Side yard setbacks shall not be less than ten (10) feet along property lines which abut a public rights-of-way. Lot 1 appears to have a side yard setback of less than 10' abutting Cain Road. OMC 18.04.080.H.	
4. It appears that some of the side yard setbacks in the subdivision are less than 3 feet. For zero lot line subdivisions, the minimum distance between residences shall be six (6) feet. If the distance between a proposed dwelling and a property line is less than three (3) feet, the applicant shall provide evidence of a maintenance easement, at least three (3) feet in width, which provides sufficient access for the owner of the dwelling to maintain the applicable exterior wall and roof of the dwelling. OMC 18.04.080.H	
5. Garages shall not protrude ahead of the dwelling's ground floor front facade more than eight (8) feet on two (2) story dwellings. Ensure compliance with this requirement. OMC 18.04.060.EE.	
6. Garage width shall not exceed 60% of the dwelling's front façade, for two-story dwellings. The black and white elevation drawings and building footprints differ in dimensions from the building footprints on the preliminary plat map. The building footprints, relative to garage placement and garage prominence shall comply with the requirements found in OMC 18.04.060.EE and OMC 18.175.	
OMC 18.36 Landscaping and Screening	
7. Landscape review will occur during engineering permit review. At that time the City will review a landscape plan prepared in accordance with OMC 18.36. Included in the review will be, among other things, the location of street trees in relation to hydrants, street lights, utilities, meters, and curb cuts. OMC 18.36.060.	
8. Stormwater ponds and swales must be attractively landscaped and integrated into the site design. As proposed, the pond(s) are geometric in form and involve significant alteration to existing terrain and tree removal. OMC 18.36.060.J.	
OMC 18.40 Property Development and Protection Standards	
<p>9. Fences – Any portion of a special purpose lot, tract or parcel, such as a stormwater or tree tract, which is within ten feet of any public street right-of-way shall be a "front yard," and all other yards shall be defined as if such tract were a buildable lot. OMC 18.40.060</p> <p>Front yard = 48" (4'-0") Side yard = 72" (6'-0") Rear yard = 72' (6'-0")</p>	

<p>Clear Sight Triangle = 30" (2'-6")</p> <p>The fence between the Cain Road right-of-way and Tract A shall not be taller than 4' in height. Front yard fences of stormwater tracts shall be a minimum of 25% unobstructed – must provide visibility through the fence.</p>	
SURVEY – Comments provided by Eric Murphy, Survey Mapping Coordinator	
10. Road and trail hatching obscures text underneath. Correct before final submittal.	
11. Label City file number 18-3178 where appropriate. Correct before final submission.	
12. Include Boundary and Lot closure calculations with final submittal.	
13. Show and label Basis of Bearings. Correct before final submission.	
14. Add all line types and symbols to legend. Correct before final submission.	
15. Number each sheet. Correct before final submission.	
16. Record legal description does not match deed. See AFN 4611503.	
17. Label and show all controlling monuments with size, type and date visited. Correct before final submission.	
18. Label width of additional R/W Dedication. Correct before final submission.	
19. Show all dimension of lots, road centerlines. Correct before final submission.	
20. Label and show existing easements, if any. Correct before final submission.	
21. Identify complete street addresses. Correct before final submission.	
22. Add a note about existing house being removed on Tract A of Storm/Tree Tract. Correct before final submission.	
23. Add a note when the plat contains a private street. See Olympia Municipal Code 17.32.150.C.4.a	
24. Submit title report for final plat approval.	
25. Add a note for the type of survey equipment used. Correct before final submission.	
26. Add a note for the type of survey equipment used. Correct before final submission.	
27. Notify the City Surveyor when monuments are flagged and ready for inspection.	
LAND/ADDRESSING – Comments prepared by Julie Calhoun, Records Specialist	
28. All lots in the subdivision shall be addressed off the internal public street. Submit a list of proposed street names for the internal public street. Refer to the attached Village at Cain Road Address Map (Attachment 3).	
ENGINEERING - Comments compiled by Jeff Fant, Engineering Plans Examiner	

29. Sheet 1 indicates dual water services are planned for some of the lots. Dual water services are no longer allowed by the EDDS.	
30. 12 feet of ROW dedication is required along Cain Road. The clarity of the scanned drawing makes it unclear whether the required width is to be dedicated.	
Water (2.050.B, EDDS)	
31. Add a gate valve near Sta.13+00.	
32. Provide a note that the existing water system Pressure Reducing Station at the southeast corner of 22nd Ave and Cain Rd will be relocated.	
Sewer (2.050.A, EDDS)	
33. The minimum slope for an 8" sewer pipe is 1%.	
34. Manholes are required at the terminus of all sewers longer than 150'.	
Frontage Improvements (2.040.A, EDDS)	
35. It has been determined that a trail connection to Old Orchard, east of the development site subdivision is not practical; please eliminate the 5' wide trail from Tract C. Tract C will be maintained as a stormwater tract.	
36. The Trail / Shared-Use Path to the Park is to be constructed to the Recreational Pedestrian standard according to Std. Dwg. No. 4-2L; Section 4E010.C; and Table 13 (16' wide easement).	
37. The clarity of the scanned drawings is not sufficient to read or scale right-of-way widths, lane widths, lane configuration, etc. Please clarify the plans (vector format) and remove shading, and "existing" base map features, where not needed, to improve clarity.	
38. Show proposed lane striping with dimensions.	
39. Show standard curb return / curb ramp designs at the corners of the new street and at 22nd Ave & Cain Rd.	
Street Lighting (2.040.B.14, EDDS)	
40. Show street lighting on Cain Rd and 22nd Ave.	
Storm Drainage (2.050.C, EDDS)	
41. The site is a closed depression that currently drains to a kettle with no discharge to 22nd Avenue. The project shall not have a future overflow route to 22nd Avenue and needs to be analyzed as a closed depression per Volume 3 - Section 2.4 of the DDECM.	
42. The drainage report does not account for all of the off-site flows that drain to the kettle, including runoff from McGrath Woods Park.	
43. The storm pond's interior slopes must be no steeper than 3:1 (Volume 3, Section 3.2.1 of the DDECM).	

44. The depth of the proposed wet pond extends below the existing groundwater level. This wet pond (and the infiltration pond) should maintain a minimum of 3 feet separation from the pond bottom and the seasonal high groundwater; or line the wet pond to prevent chemical contamination of the groundwater. Show anti-buoyancy calculations if the pond will be lined with a non-permeable liner.	
45. Off-site flows from McGrath Woods Park and the overflow from Nut Tree Loop storm pond should be routed directly to the infiltration pond (or kettle). This water does not require water quality treatment unless it is combined with runoff from the sites pollution generating surfaces, then it all must be treated. Discharge from the Nut Tree Loop pond has already been treated once and should not be re-contaminated and treated twice. This effort will also reduce the volume of runoff that must be treated.	
46. Core Requirement #5 is not addressed. The report recognizes the requirement, says it will address the requirement but does not say how, and the design shows that runoff from all hard surfaces gets tight-lined to the ponds without addressing Core Requirement #5.	
47. The stormwater ponds shown on the Plat Map do not match the ponds shown in the Civil Plans.	
48. The areas do not match between the Plat Map, Civil Plans, and the report. Even areas in the report seem to contradict each other. Better accounting for surface areas is needed. The template used for the report shows all kinds of areas, none of which add up to equal the total areas given. We could not verify the size of the storm ponds because the areas used in WWHM do not match the areas given in the report, and those areas do not match the areas that we believe are draining to the ponds.	
49. Section-5 Fuel Tanks (in the report), reads like an unmodified template and does not specify if any tanks exist on the site or if the site was free of tanks.	
50. Center the proposed stormwater pipe in Tract C; minimum utility easement 20' wide.	
Solid Waste 8.0 (EDDS)	
51. Show a solid waste container pad at the standard location of a cul-de-sac (Std. Dwg. No. 4-5); add additional area for the homes accessing the cul-de-sac from the north and south.	
FIRE PROTECTION - Comments prepared by Kevin Bossard, Assistant Chief, Fire Marshal	
52. One additional hydrant is required on the newly developed street. Hydrant shall be placed no more than 300' from new hydrant proposed at Cain & New developed street. Call 360-709-2719 to discuss.	
URBAN FORESTRY - Comments prepared by Shelly Bentley, Urban Forester	

53. Replace the term 'Tree Tract' with "Soil and Vegetation Protection Area" or "SVPA" on all plans.	
54. Show the location of the Tree Protection Fence for SVPA B parallel to the trail to protect the root systems of the adjacent trees and soil and native vegetation during trail construction.	
55. Show ALL tree protection Fence locations on the preliminary Erosion Control Plan and Demolition Plan, Grading Plan, and Drainage Plan.	
56. Replace 'City of Olympia Tree Protection Fencing Detail and Specifications' image on the preliminary Erosion Control Plan and Demolition Plan with the Tree Protection Fence detail on page 3 of the Level 5 Soil and Vegetation Report by Professional Forestry Services, Inc. dated July 23, 2018.	
57. Add TREE PROTECTION MEASURES to the preliminary Erosion Control Plan and Demolition Plan from page 2 of the Level 5 Soil and Vegetation Report by Professional Forestry Services, Inc. dated July 23, 2018.	
<p>58. Add the following Tree Fence Installation Sequence to the Erosion Control Plan and Demolition Plan:</p> <p>Process of Tree Protection Fence Installation:</p> <ol style="list-style-type: none"> Contact Project Forester to identify location for Tree Protection fence on site. Contractor to install Tree Fence. Project Forester inspects location and installation of Tree Fence and sends City of Olympia Forester inspection notice of Approval. City Forester notifies Inspector the Pre-construction conference may be scheduled. Contact Project Forester to attend the pre-construction conference to discuss tree protection issues. Removal of trees and grading may begin within the clearing limits in the construction area Maintain all tree protection fences throughout construction. If any unplanned construction activity will affect a save tree, contact Project Forester prior to the impact. Project Forester assesses the proposed impact and recommends cultural care, mitigation, or removal. Project Forester sends email to City of Olympia Forester for final approval. OFF SITE TREES –such as abutting McGrath Woods Park and properties to the north (3 parcels) and east (4 parcels) shall not be disturbed. The protection measures listed above shall apply to trees immediately off-site and abutting the development site. 	
OTHER AGENCY COMMENTS -	
59. Washington State Department of Ecology (ECY) – Attachment 4	

- ATTACHMENTS:**
- 1. Safe Walking Routes Memo
 - 2. Village at Cain Road Address Map
 - 3. Washington State Department of Ecology Comments
 - 4. Thurston County Environmental Health Comments