

## Pre-submission Conference Narrative

DATE: May 21th, 2026  
TO: City of Olympia  
ATTN: Planning & Development Department  
FROM: Kaufman Construction & Development  
ADDRESS: 1204 11<sup>th</sup> Ave SE, Olympia, WA  
PROJECT: St Mikes – Modular Classroom Buildings  
RE: **Pre-submission Conference Narrative**

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Plans Examiner,

Below is a brief description of the proposed project:

**Project Specific:** We are proposing to add (2) 65'x28' modular classroom buildings to the existing St Mike's School Site. These buildings will be located on the edge of the existing play field & concrete walk, with appropriate clearances to each other and adjacent existing structures. Several existing light poles will have to be removed and replaced with building mounted lighting. A new 400A electrical service (200A each building) will be installed and power taken off the existing transformer on site. A new fence will be installed including a large swinging gate with a Knox box and a smaller walk gate with an electronic opener.

**Site Conditions – Existing:** The existing site is one parcel and is to remain as found. Trenching for electrical service & data is the only site modification required..

**Proposed Vehicle Access - Existing:** Existing vehicle access and parking will be used for new structures. No work to be added.

**Proposed Utilities:** The new buildings will only require electrical service connection. We intend to pull power off the existing transformer and install a 400A service. Plumbing is not required.

Thank you,

Luke Steinbrecher