

**CITY OF LACEY  
DEVELOPMENT REVIEW  
PUBLIC WORKS DIVISION  
SITE PLAN REVIEW CONDITIONS**



---

**PW FILE #:** 119-36-340200  
**OWNER:** Northwest Investors, LLC  
**APPLICANT:** Navi Grewal  
**PROPOSED USE:** Gas Station with convenience store and speculative retail  
**PLANNER:** Samra Seymour

**COMMENTS DATE:** May 11, 2021  
**H.T.E. CASE NUMBER:** 20-310  
**NOTES BY:** Tom Stiles

---

**Specific Water Improvements:**

1. The existing water extension to the site shall be utilized to provide domestic water service for the proposed building, meet Lacey Fire requirements and satisfy water quality requirements. If a main is extended on site, it shall be looped from the existing water extension to the site back to the main located in London Loop. Main extensions shall be located on the north/east side of the road or drive area 6 feet off center line. (DG&PWS 6.010 and 6.020).
2. An irrigation meter with a Double Check Valve Assembly backflow prevention device is suggested for all landscaped areas. (DG&PWS 6.120 F)
3. A Reduced Pressure Backflow Assembly device shall be installed for the domestic meter. (DG&PWS Appendix P)

**General Water Improvements:**

4. For Irrigation lines located in the Right-of-Way, the following shall be stated on the irrigation plans and is a condition of approval: "The property owner adjacent to the public Right-of-Way will be responsible for maintaining and locating all irrigation lines located in the public Right-of-Way". (DG&PWS, Water, Irrigation 6.210)
5. Water system improvements shall meet the requirements of the City of Lacey, the Coordinated Water System Plan (CWSP), Department of Health (DOH), City of Lacey Water System Plan, AWWA, Department of Ecology, Thurston County Environmental Health and City of Lacey Fire Code Official's standards. Actual main size, loop closures, and possible off-site improvements including the number and location of fire hydrants, will depend on the fire flows required and available to the site. (DG&PWS, Water 6.010)

6. To assure adequate water is present for your project. Modeling of the water system shall occur. Please contact Brandon McAllister (360.413.4386) to coordinate the fire flow modeling.
7. If utility extensions are needed for the proposed project for roads that were paved in the last five years and the roads must be “cut”, a disruption fee will be charged in accordance with Lacey Municipal Code 12.16.055.
8. The builder/applicant/owner is required to purchase each water meter prior to the issuance of each building permit. (DG&PWS Water 6.121)

**Specific Sewer Improvements:**

9. A side sewer shall be extended to provide sewer service to the proposed building and to collect runoff from under the fueling canopy area. The side sewer shall connect to a manhole. The side sewer shall not connect to the manhole with an angle less than 90 degrees in relation to the outlet pipe.(DG&PWS, Sewer 7A.015)

**General Sewer Improvements:**

10. Proposed structures shall be connected to sanitary sewer. (DG&PWS, Sewer 7A.010)
11. Sanitary sewer improvements associated with this project shall meet the requirements of the City of Lacey Comprehensive Sanitary Sewer Plan, Thurston County Health Department, Washington State Department of Health (DOH), the LOTT Clean Water Alliance and Department of Ecology. (DG&PWS, Sewer 7A.010 and Subdivisions and Short Plat 2-21)

**Specific Stormwater Improvements:**

12. Stormwater from this site shall be treated and infiltrated in accordance with Meridian Campus Master Drainage Design allowances.
13. Where fueling is occurring, there shall be an awning. The area under the awning shall be designed and constructed so it is collected and discharges to sewer. This area shall also be designed and constructed to prevent stormwater from entering the awning area.
14. For the fueling area, an appropriately sized oil water separator shall be installed prior to the sewer connection.

15. At a minimum the following conditions/items shall be incorporated into the fueling area design and construction:

- Double wall fiberglass or fiberglass clad tanks
- Double wall fiberglass or flexible piping
- Double wall piping on any phase 2 vapor recovery system installed.
- Interstitial monitoring of the tanks and piping system
- Fiberglass or plastic turbine sumps (monitored as the interstitial space for the piping)
- All interstitial monitoring systems should be able to alarm for water and petroleum products and should discriminate between the two
- Fiberglass or plastic dispenser sumps (catch basing under the dispensers), interstitially monitored for releases.
- Automatic line leak detectors as standard leak detection equipment
- Monitoring wells placed on the edge of the excavation for the tank pit, at least 1 foot below the level of the tank bottom and down gradient.
- Deeper monitoring wells placed at the edge of the property and down gradient.
- At a minimum, yearly testing of any installed monitoring well.
- The site shall be attended during hours of operation.

All State of Washington and Federal Fueling requirements shall apply to the fueling area design and construction.

**Please see Doug Christenson's comments for additional specific stormwater conditions**

**General Stormwater Improvements:**

16. This project shall comply with the City of Lacey 2016 Stormwater Design Manual (LMC 14.27). Stormwater drainage and erosion control submittals shall be in conformance with design, formatting and content requirements described in Chapter 3 of the 2016 Stormwater Design Manual.

17. A final Stormwater Site Plan, including a drainage report and drainage plans in conformance with current Stormwater Design Manual standards, shall be provided prior to final Public Works civil approval. Some key elements to be included within the report are: the project engineer's certification; descriptions of how each of the Core Requirements is being addressed; construction SWPPP; basin map and plan drawings; hydrologic modeling inputs and results (including the WWHM 2012 Data files produced with the model); summary data of sub-basin areas, design calculations, and facility sizing; soils report and infiltration analysis; soil management plan; maintenance agreement/covenant; and a stormwater facilities maintenance manual (SDM 2.2.1).

18. A Construction Stormwater Pollution Prevention Plan (SWPPP) shall be submitted to and approved by the City prior to beginning site work or construction of the project. A complete SWPPP consists of both a narrative report and a temporary erosion and sediment control plan drawing. Each of the 13 SWPPP Elements as identified in Chapter 5 of the City of Lacey 2016 Stormwater Design Manual shall be addressed and included in the construction SWPPP. If site conditions render any SWPPP elements unnecessary, exemptions for each element shall be clearly justified in the narrative report.

19. A Stormwater Facility Maintenance Manual per chapter 3 of the City of Lacey 2016 Stormwater Design Manual shall be submitted to and approved by the City of Lacey. The maintenance manual shall be included in the drainage report as part of the stormwater site plan.

The maintenance manual shall be prepared as a stand-alone document for the post-development facility owner(s). The maintenance plan shall be submitted to and approved by the City prior to civil drawing approval.

20. From October 1 through April 30, clearing, grading, and other soil disturbing activities shall be prohibited unless shown to the satisfaction of the City of Lacey that sediment-laden runoff will be prevented from leaving the site. (SDM 5.2.3)

**Specific Transportation Improvements:**

21. Frontage improvements along Willamette and Campus Glen Drives were previously installed; however curb ramps are no longer in compliance with American's with Disability Act standards. Ramps adjacent to the project shall be brought up to current standards with this project. (DG&PWS, 4C.030 7.)

22. A roundabout is proposed at the intersection of Willamette and Campus Glen Drives. Adequate Right of Way for the Northeast corner of the roundabout (southwest corner of this site) shall be dedicated with this project. Please contact Martin Hoppe (City Traffic Engineer – 360.491.5600) to determine actual Right of Way dedication amounts.

23. The proposed access onto Campus Glen Drive is limited to a "Right in/Right out". Full access to the site shall occur from London Loop.

24. Landscaping and irrigation matching the east side of London Loop shall be installed. If sod is not desired, other approved landscaping materials identified in section 4G 110 of the City of Lacey 2017 Development Guidelines and Public Works Standard Manual may be substituted.

**Please see Martin Hoppe's comments for additional specific transportation conditions**

### **General Transportation Improvements:**

25. Access shall be provided to the property as determined and approved by the City. All access points shall meet minimum access spacing, minimum corner clearance, sight distance and minimum or maximum width requirements as outlined in the Development Guidelines & Public Works standards. (DG & PWS, Transportation 4B.025)
26. Traffic mitigations as determined by the Residential/Commercial Traffic Generation worksheet or Traffic Impact Analysis are required. Conditions of Lacey Municipal Code 14.21 shall be satisfied.

### **General Surveying Requirements:**

27. Utility easements are required for all mains, water and sewer located on private property. Easements shall include fire hydrants, water meters, sewer improvements and future extensions of mains to adjacent properties. Easements and stub outs shall be provided to serve adjoining properties as determined by the City. Rather than being designated as water or sewer, all easements shall be identified as "utility" easements on the civil drawings and in the easement document. Specific requirements will be determined at the of plan review. All easements shall be prepared by a licensed land surveyor and submitted prior to release of approved civil drawings (DG&PWS Chapter 3.110).
28. The City of Lacey Coordinate System is a ground scale coordinate system derived from the Washington Coordinate System, NAD 83/91. Units are expressed in feet. Data can be obtained from Lacey Public Works Department. Civil drawings shall be submitted utilizing the City of Lacey Coordinate System. (DG&PWS 3.025)
29. City of Lacey Vertical Datum has elevations referenced to the National Geodetic Vertical Datum of 1929 (NGVD29). Units are expressed in feet. A benchmark listing can be obtained from Lacey Public Works Department. Civil drawings shall be submitted utilizing the City of Lacey Vertical Datum. (DG&PWS 3.025)
30. Right-of-Way shall be dedicated for a project that requires Site Plan Review approval. The requirement to dedicate Right-of-Way shall be determined by the City or Regional Transportation plans, by a Traffic Impact Analysis, or as determined by Public Works. Dedications shall be determined by a professional Land surveyor. Dedication shall be submitted and approved by the City prior to plan approval (DG&PWS, Transportation 4B.060).
31. Immediately adjacent to the public Right of Way a 10-foot joint utility easement area shall be dedicated to accommodate the installation of private

and public utilities (2017 Development Guidelines and Public Works Standards Roadway details).

**Other Requirements:**

32. All improvements shall satisfy City of Lacey Development Guideline Standards in place at the time complete application is obtained (Complete application is determined by the City of Lacey Community Development Department). (LMC )
33. If any part of these comments as established by existing plans, guidelines, codes and the like as established by ordinances shall be found invalid, all other parts shall remain in effect. (DG&PWS 3.035)
34. All Public Works improvements must be designed by an engineer licensed in the State of Washington and submitted to the City of Lacey Public Works Department for review and approval. (DGPWS 3.040)
35. Prior to submitting civil drawings for review, Land Use Approval must be obtained.
36. All structures associated with this site shall be connected to City of Lacey utilities (DG&PWS 6.010 and 7A.010).
37. Prior to civil drawing approval, one paper set of drawings along with a PDF copy of the drainage report and civil drawings shall be submitted for all approved final plans. (DG&PWS Chapter 3.040,B)
38. Prior to final Public Works Construction approval, “as-built” bonded paper drawings along with the revised civil drawings in AutoCAD and PDF formats shall be submitted for all approved final plans. (DG&PWS Chapter 3.040, J)
39. Certificate of Occupancy for the building will not be issued until all improvements shown on the approved civil drawings are installed by the applicant and approved by the City. (DG&PWS 4B.080)
40. A 20 percent maintenance bond or financial guarantee of the engineer’s estimate or approved bid estimate is required for a period of 24 months upon construction completion and approval of Public Works improvements. The financial guarantee may be released after 18 months if all conditions of approval have been satisfied. The financial guarantee applies to stormwater, water and sewer improvements (LMC 14.20.025).
41. Along with the civil review application and the completed, signed and stamped checklist from Chapter 3 of the Development Guidelines, please provide three sets of civil drawings, two drainage reports and one electronic

copy of the civil drawings (PDF format). These drawings shall be submitted directly to the City of Lacey Public Works Department. **Drawings submitted to other City departments will not satisfy this requirement.** (DG&PWS 3.040, B)

42. The property owner(s) adjacent to the public Right-of-Way shall be responsible for maintaining the planter strip and street trees (weeding, pruning, irrigating, mowing, etc.) in the public Right-of-Way in a healthy and growing manner in perpetuity. If the planter strip and or trees are being maintained by another group or organization, then a maintenance agreement (or adequate documentation) that verifies the planter strip and/or trees are being (and will continue to be) maintained shall be submitted to the City for review. (Development Guidelines & Public Works Standards, Transportation 4G.100D).
43. To protect the public interest on private property, utility mains located on private property shall be protected from damage. If on-site settling or other phenomenon occurs causing valve boxes, sewer manholes or other appurtenances to protrude above or settle below the driving surfaces or ground elevations, the owner will be notified and the problem shall be fixed within 30 days of notification. If the problem is not fixed within the 30 day time period, the City will fix the problem and bill the property owner. This language shall be included on the face of any binding site plan or easement documents submitted to the City.
44. A Bill of Sale for public water and sewer improvements being installed with this project is a requirement for approval. Prior to Final Public Works approval of the project, Bill of Sale documents shall be submitted to and approved by the City.

End of Comments