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DATE: 03/13/2024

TO: City of Lacey Public Works Division

FROM: Drew Harris, P.E.

SUBJECT: Comment Response Memo to Presubmission Conference Notes

PROJECT: Studio 39 Apartments- Case # 23-3984

MC Job No: DKCO001-Studio 39 Apartments

CC: David Knittle, Lawrence Aranda

Thank you for providing comments, dated August 3rd, 2023, regarding the planned civil improvements for Studio 39 Apartments. Below, we have reproduced your comments in *italics* whereas our response comments are in **bold**.

WATER REQUIREMENTS:

Current water location: An 8-inch Asbestos Concrete water main is located in Golf Club Road and an 8-inch PVC water main is located on site. See attached system map. If you would like additional map information or "as built" drawings, please contact Jacob Sutton (360-438-2688).

Water improvements: Water Improvements shall satisfy domestic, water quality and Lacey Fire requirements. City of Lacey 2017 Development Guidelines and Public Works Standards manual (DG&PWS) 6.010.

MC Response: Water improvements have been designed to meet and satisfy domestic, water quality and Lacey Fire requirements.

An appropriately sized domestic water service shall be provided for the building. If a larger meter is needed for the new use, the difference between the larger meter and existing meter shall be paid. A Reduced Pressure Backflow Assembly device shall be installed for the building's water service. (DG&PWS 6.120 F and Appendix P)

MC Response: The domestic meter will be upgraded from a 2-inch to 3-inch service. The contractor will coordinate with the utility provider for any additional requirements related to installing a new meter and submeter to serve new units.



An irrigation meter with a Double Check Valve Assembly backflow prevention device shall be provided for all landscaped areas. (DG&PWS 6.120 F). To assure adequate water is present for your project, modeling of the water system shall occur. If you decide to continue forward with this project, please contact Brandon McAllister (360-413-4386) to coordinate the fire flow modeling.

MC Response: Noted. On this existing structure, irrigation service has always been provided off the building's plumbing system. A backflow prevention device (double check valve assembly) to protect against any irrigation backflow into the building.

In addition to all Federal and State requirements, water system improvements shall meet the requirements of the current City of Lacey City of Lacey Development Guidelines and Public Works Standards Manual, 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)

MC Response: Water system improvements have been designed to meet the requirements of the current City of Lacey Development Guidelines.

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.

MC Response: No utility extension will be needed for the proposed project for roads that were paved within the last five years.

SEWER REQUIREMENTS:

Current sewer location: An 8-inch PVC sewer main is located in Golf Club Road. See attached system map. If you would like additional map information or "as built" drawings, please contact Jacob Sutton (360-438-2688).

SEWER IMPROVEMENTS:

The sewer lateral for the building shall connect to the sewer main at a manhole. If the existing manhole adjacent to this site cannot be used, a new saddle manhole shall be installed. The sewer laterals shall be connected to a manhole, it shall not connect to manholes with an angle less than 90 degrees in relation to the outlet pipe. (DG&PWS, Sewer 7A.010)

MC Response: The existing service line is 6-inch based on as-builts provided by the City of Lacey and dated 3/13/1989. This existing line will provide adequate capacity for the proposed future use and is proposed to be reused with a new cleanout installed at the property line.



In addition to all Federal and State requirements, sanitary sewer improvements associated with this project shall comply with the current City of Lacey Development Guidelines and Public Works Standards Manual, 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)

MC Response: Sanitary sewer improvements included in this project will comply with the current standards.

STORM AND EROSION CONTROL REQUIREMENTS:

In addition to all Federal and State stormwater requirements, this project shall comply with the current City of Lacey Development Guidelines and Public Works Standards Manual and the current City of Lacey Stormwater Design Manual (LMC 14.27). The Stormwater Design Manual requires the use of Low Impact Development (LID) techniques to the maximum extent possible. Stormwater drainage and erosion control submittals shall be in conformance with the formatting and content requirements described in Chapter 3 of the Stormwater Design Manual.

MC Response: LID techniques are present on the existing parcel (drywells, downspout infiltration trench, etc.). The proposed project does not trigger any additional LID requirements. A CSWPPP will be provided.

To determine stormwater Core Requirements for this project, please see the stormwater flow chart for redevelopment (attached).

MC Response: Based on discussions with City staff, only Core Requirement #2 will be required because new and replaced impervious onsite will be less than 2,000 SF. All new and replaced impervious within the ROW will drain to the existing public network within Golf Club Road. See the attached email from City Staff.

Depending on what thresholds are exceeded, treatment and infiltration facilities may be required. Stormwater improvements shall be constructed for stormwater associated with the site and adjacent properties currently discharging to the site.

MC Response: No treatment or infiltration facilities are required.

This project is located within a Category I Critical Aquifer Recharge Area, Enhanced treatment for stormwater is required (SDM 8.2 and Appendix 8B).

MC Response: Based on the threshold for treatment not being exceeded, no treatment is required.

Projects shall retain, disperse, and infiltrate stormwater on-site to the maximum extent feasible. Design of infiltration facilities requires site infiltration analysis, to



determine wet-season soil and groundwater conditions and to establish a long-term design infiltration rate. (SDM 2.2.5 & 7.2)

Individual roof drain infiltration systems shall be installed for each building. Storm water shall be dispersed throughout the site to simulate pre-development infiltration to the maximum extent possible.

The maximum depth of an infiltration facility is 20 feet below the surrounding finished (developed) ground elevation, in order to provide for long-term maintenance access to the facility.

MC Response: This site contains existing downspout infiltration systems. Due to the existing developed site and proximity to the property line and current facility setback requirements, a roof new infiltration trench is infeasible.

In conformance with the City of Lacey Stormwater Design Manual, post-construction soil quality and depth (BMP T5.13) shall be incorporated into the site design and construction (SDM 2.2.5 & 7.4.1).

MC Response: Post-Construction Soil Quality and Depth is proposed.

A Stormwater Pollution Prevention Plan (SWPPP) shall be submitted to and approved by the City prior to beginning any site disturbing activities at the project. Each of the 13 required elements as identified in SDM Chapter 5 must be addressed and included in the construction SWPPP. If site conditions render any element unnecessary, the exemption for that element shall be clearly justified in the narrative for the SWPPP. The SWPPP shall be submitted to and approved by the City prior to Civil Plan Approval.

MC Response: A SWPPP is included with this submittal.

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

Also, the Maintenance and Source Control Manual shall be prepared as a stand-alone document for the post-development facility owner(s). The maintenance manual shall be submitted to and approved by the City prior to Civil drawing approval.

MC Response: No stormwater facilities are proposed, therefore an O&M Manual is not required.

STREET IMPROVEMENTS:

Woodland District Form Based Code frontage improvements shall apply to this project. The following applies:

Golf Club Road SE is classified as a Major Collector roadway. Curb to Curb the Golf Club roadway is sufficient. As a condition of the form-based code, the following shall



be constructed with the project: The existing sidewalk shall be removed and a 7.5 foot sidewalk with a 4-foot planter strip with required landscaping and irrigation shall be constructed (additional Right-of-Way may be required).

MC Response: The frontage improvements provided by the City have been followed for this project. The Existing sidewalk will be removed and a 7.5-foot sidewalk with a 4-foot planter strip with required landscaping and irrigation will be constructed. A ROW dedication is proposed.

4th Avenue is classified as a Minor Collector Type I roadway. See Detail 4-3.2 dated 12/15/14 attached. This section of roadway requires 33.5 of half-street Right-of-Way. Right-of-Way for this roadway shall be dedicated with this project.

MC Response: A 3.5' dedication is proposed along 4th Avenue.

Parking stalls along Golf Club Road needed for fire protection may be temporarily eliminated. When 4th Avenue is constructed. The fire protection area shall be relocated to 4th Avenue. At that time, the parking stalls on 4th Avenue used for fire protection shall revert to parking stalls.

MC Response: Noted. No parking signs are proposed on the Golf Club Road.

Existing curb ramps or other improvements that do not meet current Americans with Disability Act standards associated with the site shall be brought into conformance with the site development. (DG&PWS, 4C.030 7.)

MC Response: Noted.

Fiber optic conduit shall conform to the standards and requirements as set forth in Chapter 4 (Transportation) from the Development Guidelines & Public Works Standards (DG & PWS, Transportation 4E.035).

MC Response: Noted. Fiber optic conduit appears to be already in place under the sidewalk according to the survey and utility locates.

In addition to all Federal and State requirements roadway requirements, this project shall comply with current City of Lacey Development Guidelines and Public Works Standards Manual requirements for roadways.

MC Response: Noted.

ACCESS:

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.

MC Response: Access to the property will be maintained at the existing location.

Parking shall not occur on site within 75-feet of the entrance to the site (measured from the face of curb).

MC Response: No parking signs have been proposed along the frontage.



TRAFFIC MITIGATION:

Traffic mitigations as determined by the Commercial Traffic Generation worksheet are required. Conditions of Lacey Municipal Code 14.21 shall be satisfied.

GENERAL SURVEYING REQUIREMENTS:

Utility easements are required for all public 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).

MC Response: All easements will be identified on the civil site plans.

Landscaping within easement areas shall be limited to shrubs and other low growing vegetation without major root systems. Trees are prohibited within easement areas.

MC Response: The landscape will be limited to shrubs and lower growing vegetation without major root systems.

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)

MC Response: The survey and Civil Plans are on NAD 83/91, tying into City of Lacey Monuments #510 and #511.

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)

MC Response: The survey and Civil Plans are on NGVD 29, tying into City of Lacey Monuments #510 and #511.

Right-of-Way shall be dedicated to this project. 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).

MC Response: Noted. Dedications along Golf Club Road and 4th Avenue are shown on the Civil Plans. Dedication documents will be provided following the site development submittal.



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).

MC Response: Noted. A 10-foot wide joint utility easement is not being proposed because existing utilities already exist within the ROW along Golf Club Road and existing stormwater facilities existing with the potential 10' easement area along 4th Avenue.

FINANCIAL GUARANTEES

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. Depending on actual improvements required and installed with this project, the financial guarantee may apply to sewer, stormwater, water, frontage, landscaping/irrigation, roadway and street lighting improvements (LMC 14.20.025).

MC Response: Noted.

MISCELLANEOUS REQUIREMENTS

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) Prior to submitting civil drawings for review, Land Use Approval must be obtained.

MC Response: Noted.

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)

MC Response: Noted.

Prior to civil drawing approval, one set of drawings and an electronic copy of the drainage report and approved civil drawings in PDF format shall be submitted. (DG&PWS Chapter 3.040, B)

MC Response: Noted. PDF versions of the civil plans and CSWPPP. A drainage report/stormwater site plan is not required for this project.

Prior to final Public Works Construction approval, "as-built" bond paper drawings along with the revised electronic civil drawings (AutoCAD and PDF formats) shall be submitted for all approved final plans. (DG&PWS Chapter 3.040, J)

MC Response: Noted.

A Bill of Sale for proposed 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.

The property owner(s) adjacent to the public Right-of-Way shall be responsible for maintaining the area within the Right-of-Way (weeding, pruning, irrigating, mowing, etcetera of the landscaping and any other vegetation.) in a healthy, growing and weed free manner in perpetuity. If these areas are being maintained by another group or organization, then a maintenance agreement (or adequate documentation) that verifies these areas are being (and will continue to be) maintained shall be submitted to the City for review. (Development Guidelines & Public Works Standards, Transportation 4G.100D).

Along with the civil review application and the completed, signed and stamped checklist from Chapter 3 of the Development Guidelines, three sets of civil drawings, two drainage reports and an electronic copy of the civil drawings (PDF format) shall be submitted directly to the City of Lacey Public Works Department for civil review. Drawings submitted to other City departments will not satisfy this requirement.

(DG&PWS 3.040, B)

MC Response: Noted. Three copies of the Civil Plans and Two copies of the CSWPPP and this letter have been hand delivered to Public Works. PDF versions of the civil plans and CSWPPP have been transmitted to Public Works. A drainage report/stormwater site plan is not required for this project.

Thank you for your attention on these matters and we look forward to your reply.

Attachments/Enclosures: Civil Plans, CSWPPP, Email Correspondence with City Staff

Tony Callahan

From: Joseph Etter <Joey.Etter@cityoflacey.org>
Sent: Tuesday, March 12, 2024 9:34 PM
To: Tony Callahan
Cc: Drew Harris; David Knittle (dkconcretelc@aol.com); Jazmin Santos; Tom Stiles; Doug Christenson
Subject: RE: 420 Golf Club Road - Stormwater Infiltration
Attachments: Flow Chart for Determining Requirements for Redevelopment.pdf

Good evening Tony,

I am sending this email as a follow-up to our previous phone discussion regarding the storm drainage requirements for the proposed Studio 39 Apartment Building project at 420 Golf Club Road SE.

The project's storm drainage requirements will predominantly be determined by the core requirements that are applicable to the project. In order to determine which core requirements will be applicable to the project, the attached Flow Chart for Determining Requirements for Redevelopment (from the City of Lacey 2022 Stormwater Design Manual) will need to be followed. Following the flow chart requires different surface areas (that are associated with the project) to be calculated and utilized. As we discussed, the calculated surface areas (for the flow chart) do not need to include the surface areas for the frontage improvements (7.5' sidewalk and 4' planter strip) that are being required along Golf Club Road SE. Those frontage improvement areas can be excluded because they will be sloped toward Golf Club Road SE (which has its own separate storm drainage system and will be unchanged curb to curb).

In conjunction with the core requirements that are applicable to the project, adequate maintenance will need to be performed on the site's existing storm drainage system to ensure that it is in good working condition. An inspection report will need to be submitted to the City verifying that the condition and performance of the storm drainage system is adequate. The maintenance and inspection of the storm drainage system will need to be coordinated with the City's Water Resources – Storm Utility division.

If you have any questions or need any additional information, please feel free to contact me.

Thanks,
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