



# SPECIAL USE PERMIT

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Staff Use Only

Label

Date Stamp/Staff Initials

## 1. Application Submittal Checklist - All items listed are required at the time of application. Incomplete applications will not be accepted.

- Required documents must be submitted as paper documents **AND** PDF files on a flash drive
- Master Application
- Application Fee. Refer to the current fee schedule. *Additional fees may occur if the base hours/fees are exhausted.*
- One (1) 11" x 17" site plan. If submitting full-size maps, include five (5) full size folded maps along with the one (1) reduced 11" x 17" Site Plan - See Site Plan Submittal Requirements on page 8
- Project Narrative- The narrative should specifically describe what is existing and proposed on the subject parcel including specific activities to occur on-site.
- Environmental Checklist (SEPA), if applicable
- ☐ Critical Area Determination, if applicable
- ☐ Landscape Plan, if applicable
- Stormwater Drainage Plan, if applicable
- ☐ Parking Plan, if applicable
- Special Reports if applicable. These may include wetland delineation, geotechnical report, mitigation plan, or others.

## 2. Project Description (Attach separate sheet if necessary):

See separate sheet.

## 3. Property Zoning: Zoning Designation: RR 1/5

☒ Rural County    ☐ Lacey UGA    ☐ Tumwater UGA    ☐ Olympia UGA    ☐ Grand Mound UGA

## 4. Project Type: Choose all that apply. Refer to Table 1 TCC 20.54.070 for a list of uses and standards

## Project Description: Lakeside Industries Durgin Road Plant – Asphalt Recycling

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#### **2. Project Description**

The Nisqually Subarea Plan was recently amended to allow asphalt recycling in the Nisqually Subarea if reclaimed asphalt stockpiles are covered. Lakeside Industries, Inc. (Lakeside) currently operates a state-of-the-art asphalt plant at Durgin Road under a Thurston County Special Use Permit. Lakeside's asphalt plant does not reprocess asphalt. Now that the Nisqually Subarea Plan allows asphalt recycling, subject to conditions, Lakeside is seeking approval to store and recycle reclaimed asphalt product (RAP) at its Durgin Road Asphalt Plant. We seek to process RAP and store approximately 8,800 cubic yards on site at any given time. Most imported material will be internally sourced from Lakeside projects, but we will also accept some material from outside entities as well. Lakeside has a policy prohibiting acceptance and import of RAP from industrial or commercial hazardous material storage sites or sites undergoing cleanup action.



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## Administrative

- ☐ Home Occupation ☐ Commercial project
- ☐ Wireless Co-location ☐ Hobby Kennel (4 to 10 dogs)
- ☐ Family Daycare ☐ Manufactured Home Park (2 to 4 units)
- ☐ Expansion of a Nonconforming Use (less than 5% in County, less than 25% in Olympia UGA)
- ☐ Extension of Time
- ☐ Other:

## Hearing Examiner

- ☐ Home Based Industry ☐ Commercial project
- ☐ Wireless Communication Facility ☐ Kennel (11 or more dogs)
- ☐ Mine/Asphalt Plant 5 year review ☐ Mine/Asphalt Plant new or expansion
- ☐ Public Facilities (Park/ School/ Fire station) ☐ Church
- ☐ Manufactured Home Park (5 or more units) ☐ Daycare Center
- ☐ Riding stables/arenas/academies
- ☐ Temporary Use per TCC 20.54.070 Includes properties rented or used for personal social events, such as wedding receptions, private parties or similar activities, more than four times during any one calendar year
- ☐ Expansion of a Nonconforming Use over 5% (over 25% in Olympia UGA)
- ☐ Extension of Time
- ☒ Other: **Amendment to Asphalt Plant Special Use Permit to allow recycling**

5. **Access:** ☒ Existing ☐ New ☐ Private Road ☐ Public Road

Name of road or street from which access is or will be gained: Durgin Road

How many other parcels have access by this road ? Include vacant parcels? 8

## 6. **Utilities**

### Water Supply:

Existing: ☐ Single Family Well ☐ Two Party Well ☐ Group B Well ☐ Group A Well

Name of public water system: City of Lacey - Public Water System

Proposed: ☐ Single Family Well ☐ Two Party Well ☐ Group B Well ☐ Group A Well

Name of public water system: \_\_\_\_\_

Is water system located/proposed onsite? ☐ Yes ☒ No **Water system is existing/located on site.  
No new system is proposed**



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If no, tax parcel number of property the water system is or will be located: \_\_\_\_\_

Are there any off-site water supplies within 200 feet of the property? ☒ Yes ☐ No

The methods used to obtain this information must be documented, which may include communications with adjacent property owners and field verification. How was this information verified?  
Ecology's well map

## **Sewage Disposal:**

Existing: ☒ Individual Septic System ☐ Community Septic System

☐ Public Utility Name of Public Utility \_\_\_\_\_

Proposed: ☐ Individual Septic System ☐ Community Septic System

☐ Public Utility Name of Public Utility \_\_\_\_\_

Are the test pits dug? ☐ Yes ☒ No If No, explain **No change to septic system proposed**

Is sewage system **located**/proposed onsite? ☒ Yes ☐ No

If no, Tax parcel number of property the system is located or will be located: \_\_\_\_\_

## **7. Critical Areas on or within 300' of the property**

☐ None ☐ Shoreline ☐ River/Creek ☐ Lake/Pond ☐ Wetland ☐ Ditch ☐ High Ground Water

☐ Important Habitat/ Species ☐ Oak trees ☐ Mima Mounds

Name of water body: \_\_\_\_\_

Has the property ever flooded? ☒ No ☐ Do not know ☐ Yes, when? \_\_\_\_\_ (Include area on site plan)

Slopes greater than 40%? ☒ Yes ☐ No

Are there other Critical Areas? (e.g. eagle's nest, etc.) : Critical Aquifer Recharge Area

## **8. Project Information: Provide as much detail as possible. Attach a separate sheet if necessary.**

a. What are the hours of operation? 7:00am to 7:00pm (project-specific night operations occur)

b. What are the days of operation? Mon-Sat, but project-specific Sunday operations occur

c. What is the total number of employees engaged in the business?

14-15 work on site, up to 24 employees pass through

d. Does the owner/operator of the proposed business reside on the property where the business is located? ☐ Yes ☒ No





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- e. Are customers expected to visit the site? ☐ No ☒ Yes. 27\*  
If Yes, the average number of customers visiting the site per day \_\_\_\_\_ per week \_\_\_\_\_

\*This number represents the increase in trips associated with this project. Existing site has 67/day (average) or 100/day (peak). See Trip Generation and Distribution Memo

- f. Are parking spaces being provided? ☐ No ☒ Yes. How many 66

- g. Will this proposal generate noise? ☐ No ☒ Yes. Please describe.

See proposed noise plan enclosed with this application

- h. Will there be any outside storage of materials or equipment? ☐ No ☒ Yes. Please describe

This application seeks approval to add covered RAP storage on site. RAP piles will contain approx. 8,800 cubic yards of material. Proposed cover is depicted on site plan. See SUP 99-457 for current operations

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- i. Will there be hazardous materials associated with the use? ☒ No ☐ Yes  
If yes, please provide a hazardous materials handling, storage, and spill response plan. The plan should describe how materials will be stored and handled so that any leaks or spills will not contaminate ground or surface water.

**Existing operations require some hazardous materials, as detailed in SUP 99-457. However, this application does not propose any additional hazardous material storage or management on site.**

- j. Are any vehicles involved in the business? ☐ No ☒ Yes List the type of vehicle and how many.

See Trip Generation & Distribution Memo. RAP operation will add a maximum of 4,000 additional truck trips per year (27/day for 150 days/year). See SUP 99-457 for existing trips

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- k. Is a sign proposed? ☒ No ☐ Yes. How many and what type (wall sign, monument sign, other)?

Existing sign will not change under this proposal.

- l. Is the use proposed within an accessory structure? ☒ No ☐ Yes.  
What is the square footage of the accessory structure? \_\_\_\_\_

- m. Gross square footage: Existing buildings \_\_\_\_\_ Office: ~3000 sqft Shop: ~9600 sqft Proposed buildings: \_\_\_\_\_ 15373 sq ft cover structure for RAP



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n. Square footage of existing impervious area: ~11 acres Proposed: No Change Proposed

(Impervious area means pavement, compacted gravel, asphalt, concrete, roofs, revetments, or any other man-made surface which substantially impedes the infiltration of precipitation.)

o. Gross square footage of the total finished project? Existing site unchanged.  
Proposed 71.5' x 215' (15373 SF) RAP cover

p. What provisions have been made to safeguard the adjoining properties against any detrimental effects that might result from establishing the proposed use?

A cover will be installed to safeguard against any impacts from RAP leachate and the existing operation includes numerous safeguards (e.g. stormwater ponds, berms, etc)

**9. Additional information:** For the specific projects noted below, check the box and answer the questions in that section.

## ☐ DAY CARE CENTER or NURSERY SCHOOL

1. What is the maximum number of students you are proposing? \_\_\_\_\_
2. What is the estimated maximum expected vehicular trips generated? \_\_\_\_\_
3. How are these vehicular trips distributed by type/mode and time of day? \_\_\_\_\_

## ☐ KENNEL

1. Where will the dogs be housed? (also show the location on your site plan)
2. What is the type and height of existing and proposed fencing? (also show the location on your site plan)
3. How will dog waste be handled on the site and properly disposed of off-site?

## ☒ NONCONFORMING USE

1. Are you converting one nonconforming use to another or enlarging a nonconforming use over 5%?  
☐ Yes ☒ No

2. What is the present (or previous if not occupied) use of the structure?

The existing site is an asphalt plant.



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3. What date was the structure last in use for the above operation? Present day
4. When was the structure first occupied by the present use or similar use? If similar use, please describe **As built plans certified in January 2008**
5. For conversions only, explain why the design of the structure housing the existing nonconforming use precludes its use for any of the uses permitted in this zoning district.
6. For conversions only, how will the proposed use be more compatible with the permitted uses of the zoning district than the existing use?

## ☐ HOME OCCUPATION/ HOME BASED INDUSTRY

1. Will there be exterior structural alternations of the primary residence in order to accommodate the home occupation?☐No ☐Yes. Please describe.
2. What is the square footage of the total building area on the property that will be devoted to the home occupation/home based industry?
3. Will all activity related to the conduct of business be conducted within an enclosed structure?  
☐Yes ☐No If no, please describe.
4. Will classes be held or instruction given?  
☐No ☐Yes. Please describe.





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☐ **WIRELESS CO-LOCATION** : In addition to the requirements in [Section 20.60.030](#), the following information shall be submitted as part of the application for all WCFs and other antenna support structures. Refer to TCC 20.33.050 for more details.

1. **Landowner signature:** If the applicant is not the landowner, the landowner(s) shall be considered co-applicant(s) and shall sign the application. If any applicant is a corporation, trust, association, or other organized group or legal entity, it shall provide the date of such creation, and, if a foreign corporation, a copy of the certificate of authority filed with the state of Washington, Secretary of State's Office.
2. **Affidavit to dismantle:** An affidavit signed by the applicant, landowner (co-applicant), and the antenna support structure owners, if different, indicating that they agree to dismantle and remove the WCF/antenna support structure and restore the site to its approximate original condition within one hundred and eighty days following receipt of a letter from the county indicating that the facility is deemed abandoned or in violation of this chapter, consistent with Section 20.33.110.
3. **Noise statement:** Documentation that the WCF/facility, including any back-up power generators, will not cause noise or pollution exceeding the limits established by state law.
4. **FCC Licenses:** If the applicant is also the WCF provider, proof that the applicant is licensed by the FCC, or not required to be licensed. If the applicant is not the WCF provider, proof of lease agreements with a FCC licensed WCF provider if such provider is required to be licensed by the FCC.
5. **RF Documentation:** Technical documentation signed by a radio frequency engineer licensed in the state of Washington, as necessary to demonstrate the proposed facility's compliance with FCC guidelines/standards for radiofrequency electromagnetic field strength. The county may require additional information as necessary for a third party reviewer to determine compliance with the provisions of this chapter, as provided for in Section 20.33.060.
6. **Structural Documentation** that the antennas and support structure are safe and the surrounding areas will not be negatively affected by antenna/support structure failure, falling ice, or other debris.
7. **Color statement:** The proposed color(s) of the facility including antennas and exposed conduit.
8. **Emergency Contact:** In addition to the information requested on the application, the applicant shall submit the legal name, address or principal place of business, and phone number of the person to be contacted in the event an emergency involves the WCF/antenna support structure. (This person should be available on a twenty-four-hour basis and authorized to act on behalf of the applicant regarding an emergency situation. The applicant shall be responsible for keeping such information current); and the contact person for each WCF/communication provider that proposes installation of facilities at the site





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## 10. Site Plan Submittal Requirements

- Site plan shall be legible and drawn to a standard engineer scale.
- Example scales include 1" = 30' or 1" = 100'
- All applicable items noted below shall be addressed on the site plan.

| Applicant                           | Site Plan Checklist  | Staff |
|-------------------------------------|--|-------|
| <input checked="" type="checkbox"/> | a. North arrow, site address, tax parcel number and map scale used   |       |
| <input checked="" type="checkbox"/> | b. All property line boundaries and dimensions. Property owner is responsible for knowing their property line locations and flagging them onsite if requested.   |       |
| <input checked="" type="checkbox"/> | c. All existing and proposed structures  |       |
| <input checked="" type="checkbox"/> | d. Setback distances from all property lines (or road easements) to all existing and proposed buildings  |       |
| <input checked="" type="checkbox"/> | e. All means, existing vehicular and pedestrian ingress and egress to and from the site, such as driveways, streets and fire access roads, including existing road names and existing county and state right-of-way. |       |
| <input checked="" type="checkbox"/> | f. All easements encroaching onto the property (for example: utility, road, railroad, etc)   |       |
| <input checked="" type="checkbox"/> | g. Location of all existing and proposed utilities such as septic tanks, drainfields, reserve drainfield areas, sewer lines, water lines, wells, and springs.  |       |
| <input checked="" type="checkbox"/> | h. The location of all existing off-site water supplies within 200 feet of the project site with their associated sanitary control radii (100' for wells & 200' for springs).  |       |
| <input checked="" type="checkbox"/> | i. The location of any area protected by covenant on the project site for water sources.   |       |
| <input checked="" type="checkbox"/> | j. Location of any critical areas and buffers (example: wetlands, ponds, streams, steep slopes, seasonal drainages, marine bluffs, flood plain, high groundwater, oaks, special habitat, etc)                        |       |
| <input checked="" type="checkbox"/> | k. Location of existing and proposed parking and outside storage areas   |       |
| <input checked="" type="checkbox"/> | l. The location of all loading spaces, including but not limited to, loading platforms and loading docks.  |       |
| <input checked="" type="checkbox"/> | m. The location of all existing and proposed signage.  |       |
| <input checked="" type="checkbox"/> | n. Areas to be cleared, graded, filled, excavated or otherwise disturbed. Include a written estimate of both cut and fill quantities in cubic yards.   |       |
| <input checked="" type="checkbox"/> | o. Proposed stormwater drainage facilities type and location   |       |
| <input checked="" type="checkbox"/> | p. All existing vegetation to remain and proposed landscaping, including location and type   |       |
| <input checked="" type="checkbox"/> | q. Topographic information for the entire property based on available County two (2) foot contour maps. This information may be provided on a separate map   |       |



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|                                     |   |  |
|-------------------------------------|---|--|
| <input checked="" type="checkbox"/> | r. Vicinity Map at a scale of not less than three (3) inches to the mile, indicating the boundary lines and names of adjacent developments, streets and boundary lines of adjacent parcels, and the relationship of the proposed development to major roads and highways  |  |
| <input type="checkbox"/>            | s. For projects where new or altered on-site septic systems are proposed, soil test pits shall be dug in the proposed location of the on-site septic system as described in Article IV, Section 10.3. The soil test pit locations shall be shown on the site plan and clearly staked and labeled on the site, with the route properly flagged. In some instances, the applicant may be required to retain the services of an on-site septic system designer or professional engineer to conduct further analysis of soil and site conditions. |  |

The project site must be identified in the field by posting an identification sign visible from the access road. The sign and flagging are provided by Thurston County to the applicant at the time of application.

Additional information may be necessary to make a determination. This could include full delineation and analysis of critical areas by a qualified professional at the applicant's expense.