



## PUBLIC WORKS

3000 Pacific Avenue SE | Olympia, WA 98502  
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Jennifer D. Walker, Director

### MEMORANDUM

DATE: April 18, 2024

TO: Kraig Chalem, Community Planning and Economic Development

FROM: Arthur Saint, PE, Thurston County Public Works *AS*  
Development Review Section

SUBJECT: **2000 24TH Avenue NW,  
Project# 2023100649, Folder Sequence# 23-111907  
Recommendation for Preliminary Approval**

REFERENCE: Preliminary Site Plan – Dated 4-2-24  
Drainage Plan & Report – Dated 4-2-24  
Traffic Impact Analysis – Dated 8-23-23

The intent of this review is to make a determination as to whether or not the proposed project can meet Thurston County's requirements for approval. The information submitted for review is preliminary in nature and is not the final design for construction purposes. The final design (construction drawings) shall remain in compliance with the Thurston County Road Standards, the Drainage Design and Erosion Control Manual, and the City of Olympia Development Guidelines in effect at the time of the complete application submittal.

It appears all of the preliminary requirements outlined in the Road Standards and the Drainage Design and Erosion Control Manual can be satisfied. Please note the following recommendation for approval does not relieve the Applicant from compliance with all other local, state and/or federal approvals, permits, and/or laws necessary to conduct the development activity for which this permit is issued. Any additional permits and/or approvals shall be the responsibility of the Applicant. Based on the referenced project documents, Thurston County Public Works – Development Review Section is **recommending preliminary approval** of the project subject to the following conditions:

### CONDITIONS OF PRELIMINARY APPROVAL

#### ROADS

1. The proposed roadway in concept and design shall conform to the Road Standards and the City of Olympia standards and development guidelines and the Thurston County Drainage Design and Erosion Control Manual

2. A construction permit shall be acquired from the Thurston County Public Works – Development Review Section prior to any construction.

### TRAFFIC CONTROL DEVICES

3. All traffic control devices shall be designed, located, manufactured, and installed in accordance with the Road Standards, Manual of Uniform Traffic Control Devices and applicable WSDOT Standards & Specifications. A sign and striping plan shall be incorporated into the construction drawings for the project. Please contact Thurston County Public Works – Development Review Section Staff to obtain the most current Thurston County guidelines.
4. County forces may remove any traffic control device constructed within the County right-of-way not approved by this division and any liability incurred by the County due to non-conformance by the applicant shall be transferred to the applicant.

### DRAINAGE

5. The storm water management system shall conform to the Drainage Design & Erosion Control Manual.
6. All drainage facilities outside of the County right-of-way shall remain private and be maintained by the developer, owner and/or the property owners association.
7. Storm water runoff shall be controlled through all phases of the project by facilities designed to control the quality and quantity of discharges and shall not alter nor impact any existing drainage or other properties.
8. Because proper landscaping is vital to the performance of the stormwater system, the Landscape Plan (if required) shall be signed/sealed by a WA licensed civil engineer (preferably the engineer who designed the stormwater system).

### UTILITIES

9. The proposed water and sewer system shall be designed in accordance with the standards and specification of the respective utility purveyor. All water and sewer plans are subject to review and acceptance by the respective utility purveyor.
10. Proposed utility work within the Thurston County Right of Way shall conform to the Road Standards and Chapter 13.56 Thurston County Code. These standards do not address specific city design requirements but rather only items such as restoration of the County right of way and traffic control.
  - a. Placement of utilities within the County right of way will require a Franchise Agreement with Thurston County pursuant to Title 13.56 TCC. This agreement shall be executed with Thurston County prior to final approval.
  - b. Please note all utilities placed parallel to and within the pavement structure are required to

rebuild a minimum of half the road, to include grinding and replacement of a minimum of 0.17' of asphalt concrete pavement.

#### RIGHT-OF-WAY & SURVEY

11. Permanent survey control need to be placed to establish all public street centerlines, intersections, angle points, curves, subdivision boundaries and other points of control.
12. Permanent survey control monuments shall be installed in accordance with the standards provided by the Thurston County Public Works – Survey Division. The Survey Division can be reached at 360-867-2378.

#### GENERAL CONDITIONS

13. No work shall take place until a construction permit has been issued by Thurston County Public Works – Development Review Section.
14. Development within the City of Lacey urban growth boundary, requiring review by both Thurston County and the corresponding city jurisdiction, shall be designed to the more stringent standards of the two jurisdictions.
15. The proposed grading or site work shall conform to Appendix J of the International Building Code, Title 14.37 of the Thurston County Code and Drainage Design & Erosion Control Manual.
16. When all construction/improvements have been completed, contact the Thurston County Public Works – Development Review Section for a final inspection.
17. This approval does not relieve the Applicant from compliance with all other local, state and/or federal approvals, permits, and/or laws necessary to conduct the development activity for which this permit is issued. Any additional permits and/or approvals shall be the responsibility of the Applicant. One permit that may be required is a Construction Stormwater Permit from the Washington State Department of Ecology. Information on when a permit is required and the application can be found at: <http://www.ecy.wa.gov/programs/wq/stormwater/construction/permit.html>. Any additional permits and/or approvals shall be the responsibility of the Applicant.

#### PROJECT SPECIFIC CONDITIONS

18. Once the planning department has issued the official preliminary approval, submit two complete full size sets of construction drawings, the final drainage and erosion control report and all applicable checklists along with an electronic copy to Thurston County Public Works – Development Review Section for review and acceptance.
19. PRIOR to construction, the applicant shall:
  - a. Pay outstanding construction review and inspection fees\*
  - b. Receive an erosion and sediment control permit

- c. Have the erosion and sediment control inspected and accepted
- d. Receive a construction permit
- e. Schedule a pre-construction conference with county staff.

\* The current fee schedule can be found online at Thurston County Permit Assistance Center webpage or the Thurston County Public Works – Development Review Section by phone at (360) 867-2050 or by e-mail at [devrev\\_tech@co.thurston.wa.us](mailto:devrev_tech@co.thurston.wa.us).

## **GENERAL INFORMATION**

### **FINAL REVIEW**

20. Prior to receiving final approval from this department, the following items shall be required:
- a. Completion of all roads and drainage facilities.
  - b. Final inspection and completion of all punch list items.
  - c. Record drawings submitted for review and acceptance. The record drawings shall include street names and block numbers approved by Addressing Official.
  - d. Receive and accept Engineer's Construction Inspection Report Form (Appendix I-C, Volume I of the Drainage Design and Erosion Control Manual).
  - e. Receive and accept Maintenance Agreement Form (Appendix I-E, Volume I of the Drainage Design and Erosion Control Manual).
  - f. Execute an agreement with financial security for the maintenance and operation of the right-of-way improvements in accordance with Thurston County Code 18.24.010.
  - g. Execute an agreement with financial security for the maintenance and operation of the drainage facilities in accordance with Thurston County Code 15.05.040.
  - h. Approve the Final Plat Map.
  - i. Property owners articles of incorporation and covenants in accordance with Volume I, Section 2.4.11 of the Drainage Design and Erosion Control Manual.
  - j. Completion of required frontage improvements.
  - k. Completion of required signing and striping.
  - l. Payment of any required permitting fees.
  - m. Payment of any required mitigation fees.
  - n. Complete the right-of-way dedication process.
21. The final plat map shall note or delineate the following:

#### **Required Plat Notes**

- a. "ATTENTION": Thurston County has no responsibility to build, improve, maintain or otherwise service private roads, alleys or driveways within or providing access to property described in this plat. The building, maintenance, repair, improvement, operation or servicing of the storm water facilities outside the county rights of way are the responsibility of the property owner(s).
- b. Increased storm water runoff from the road(s), building, driveway and parking areas shall be

retained on site and shall not be directed to roadway ditches adjacent to 24<sup>th</sup> Avenue NW.

- c. The Homeowner's Association is responsible for maintenance of alleys and private road areas within the subdivision. Maintenance not only includes road surfaces but also stormwater systems supporting these areas.
- d. Thurston County has no responsibility to control road runoff that flows down driveways that are constructed below road grade. Homeowners are responsible for grading their access point and adjacent property to manage any runoff from the roadway.
- e. If seasonal drainage crosses subject property, no filling or disruption of the natural flow shall be permitted.
- f. Private roads are required to remain open at all times for emergency and public service vehicle use. Any future improvements (gates, fencing, etc.) that would not allow for "open" access will need to be approved by all applicable departments of Thurston County.
- g. The owner and/or Homeowners Association shall be responsible to operate and maintain the streetlights until such time the property is annexed to the city.
- h. Development of the lots within this development is subject to the payment of impact fees required pursuant to TCC Title 25 at the time of building permit issuance or at such other time as authorized by law.
- i. This plat is subject to the RESIDENTIAL AGREEMENT TO MAINTAIN STORMWATER FACILITIES AND TO IMPLEMENT A POLLUTION CONTROL PLAN", as recorded under Auditor's File No. \_\_\_\_\_.
- j. Easements are hereby granted for the installation, inspection, and maintenance of utilities and drainage facilities as delineated on the plat for subdivision\_\_\_\_\_ including unrestricted access for Thurston County staff to any and all storm water system features for the purpose of routine inspections and/or performing maintenance, repair and/or retrofit as may become necessary. No encroachment will be placed within the easements shown on the plat which may damage or interfere with the installation, inspection, and maintenance of utilities. Maintenance and expense thereof of the utilities and drainage facilities shall be the responsibility of the Property Owners' Association as established by covenant recorded under Auditor's file number \_\_\_\_\_.
- k. The area or areas shown on the plat as "Stormwater Easement" shall remain unimproved at all times and be maintained by the homeowners association or Owners of the lot or lots that are traversed by, or adjacent to the said Stormwater Easement. No obstruction to the natural flow of storm water shall be permitted by construction of any type within the Stormwater Easement unless approved by the County. Each property owner shall keep the portion of the Stormwater Easement traversing or adjacent to his property clean and free of debris, silt, and any materials that would result in unsanitary conditions, or obstruct the flow of water. The County shall have the right of ingress and egress for the purpose of inspection and

supervision of maintenance work by the property owners.

- l. The property described herein is required to accommodate storm water runoff from frontage improvements to 24<sup>th</sup> Avenue NW and all natural tributary areas abutting said property.
- m. Maintenance of the landscaping, trees, sidewalk, planter strips and roadside drainage and stormwater facilities such as ditches, swales, bioretention and ponds within the public right of way is the sole responsibility of the (property owners) or (homeowners association) within this subdivision. Thurston County has no responsibility to maintain or service said landscaping, trees, sidewalk, planter strips, irrigation or roadside stormwater facilities and the property owner(s) adjacent to the Right of Way shall be responsible for maintaining the planter strip and street trees (weeding, pruning, irrigating, mowing, etc.) in a healthy and growing manner in perpetuity.

Delineate on the Plat

- n. Provide language on the plat describing the drainage design requirements for all projected hard surfaces and lawn/landscape areas within individual building lots (drywell design/sizing, storm drain connection points, incorporated into pond design, etc.).
- o. Please clearly label all public and private roads.

**Please note that this recommendation is not an approval. Contact your Thurston County Planner for current status of the review process.**

If you have any questions or comments, please call me at (360) 867-2043.

cc: Project File