



1009 North 9<sup>th</sup> Street  
Tacoma, WA 98403

September 21, 2022

ATTN: Ms. Hannah Maynard  
City of Monroe  
806 West Main Street  
Monroe, WA 98272  
(360) 863-4609  
[hmaynard@monroewa.gov](mailto:hmaynard@monroewa.gov)

RE: Permit SITE2022-01  
Riverside Station  
135 and 143 South Ann Street  
First Submittal Revisions

Ms. Maynard:

The purpose of this letter is to assist you and the technical plan review team in reviewing the revised project documents for the Riverside Station project. This letter is in response to your review letter dated June 21, 2022. This letter is complementary and supplemental to the response letter provided separately by the surveyor for comments that pertain to the survey and boundary line adjustment application.

The list below shows review comments immediately followed by our response in italics below. Please note that the comments may not always appear verbatim because they would not make sense outside of their original context without some slight alteration.

Some of the reviewers referred to redlines on the engineering documents. For consistency in format and for preservation of context, we have included "blue-line" documents which respond to those technical comments directly on the plans.

### **Planning – Leigh Anne Bar**

1. Confirm the combined lot size for parcels A and B. The lot sizes on the BLA survey do not match the information provided on the application, the site plan, or Snohomish County's assessor information.

*Response: The area of the combined, final parcel is accurate on the site plan and civil plans. We confirmed that the surveyor's total area was listed incorrectly due to a mathematical error on the plans. The surveyor has provided a separate response explaining the discrepancy between our information and the assessor's information.*

2. Provide building elevations for review with the design guidelines and bulk requirements.

*Response: Acknowledged. The project owner will provide this information separately through the architect.*

3. The required stall width for 90-degree parking is 9 feet. Revise parking lot layout.

*Response: The parking lot layout has been altered slightly to accommodate this request. The total parking count decreased from 30 stalls to 28 stalls. However, the overall layout of the parking lot did not change very much. There is a slight reduction in overall impervious area and a slight modification to the locations of the two landscaping islands. The accessible parking was moved to the north as a result.*

4. Provide a narrative with labeled callouts on plans to show how the project will comply with the Borlin Park Neighborhood Design Guidelines.

*Response: Based on our correspondence with you, we understand the narrative to be the checklist that you provided. We have added a special section of callouts to the site plan that pertain to the Borlin Park Neighborhood checklist items.*

*Some elements of the checklist must be addressed by the landscape design professional and the building design professional. The checklist itself has been completed, but there are not labeled callouts on the landscaping or preliminary architectural plans.*

5. Add curb stops to all parking spaces.

*Response: A wheel stop is now shown for all spaces. Please note that the sidewalk width adjacent to the parking stalls is 7 feet and the landscaping buffer on the east side of the project exceed minimums. By code, it appears that the wheel stops are not necessary.*

6. Provide USPS approval for the mailbox location.

*Response: This approval is included in the permit submittal package.*

7. See redlines on the SEPA checklist.

*Response: Your comment on the SEPA checklist was with regard to a potential storage use on the property. After follow-up conversation with you, we agreed that the storage is not a separate land use. It is an amenity for tenants. This has been clarified in the revised SEPA narrative.*

8. No public comments were received during the notice of application comment period.

*Response: Acknowledged.*

### **Landscape/Irrigation – Leigh Anne Bar**

Comments pertaining to landscaping and irrigation will be addressed by the landscape architect through separate plans and correspondence.

### **Public Works, Engineering – Tom Gathmann**

Redline comments on the civil plans and drainage report have been addressed as “blue-line” responses directly on the engineering documents for preservation of context.

Due to changes made to address planning comments, there is a slight overall reduction in impervious surfaces on-site because the parking lot area becomes a little smaller. There is also an addition of 50 square feet on the west side of the right-of-way in South Ann Street which is meant to account for surface disturbance for the installation of a fire hydrant.

The cumulative impact of these modifications to the surface areas is documented in revised Figures A-5, A-6, and A-7 of the drainage report. However, their impact is not significant enough to change the modeling for the project.

### **Fire – Jason Bowen**

1. Deferred submittals are required.

*Response: Acknowledged. These deferred submittals are known and will be accounted for by the building design team.*

2. Show the location of the remote FDC. The remote FDC is required to comply with City water standard detail 510. The FDC must be located within 25 feet of a fire hydrant. The hydrant cannot be located less than 40 feet from the building.

*Response: Based on follow-up conversation with you and Mr. Gathmann, we understand that the remote FDC may be placed in the northeast corner of the site and this location will satisfy the fire authority. The location of the FDC and relevant design details are shown on sheet C-6. A new sheet for water details has been added to the plans which contains standard detail 510, among others.*

3. The building is required to have a dedicated fire control room that meets the requirements of Monroe Municipal Code 15.04.110 R. This room is where the fire alarm panel and automatic fire sprinkler system riser components are to be located

*Response: Acknowledged. This detail is beyond the scope of the civil and site plan documents. We will share this information with the architect.*

4. The building is required to be equipped with a Knox Box. Please order one ahead of time to ensure it is available prior to final inspection. Visit [Knoxbox.com](http://Knoxbox.com) and choose Snohomish Regional Fire and Rescue as the fire department.

*Response: Acknowledged. This detail is beyond the scope of the civil and site plan documents. We will share this information with the architect.*

5. The building is required to have three fire hydrants located within 150 feet of the building. The existing hydrants, one located on Simons Road to the east of the north entrance and the other located across the intersection of Simons Road and South Ann Street, are located within 150 feet of the building and are considered to be two of the required three hydrants. The third hydrant will be required to be installed on the property – due to the requirement of having a hydrant within 25 feet of the FDC. The hydrant is required to be located at least 40 feet from the building to ensure it is outside of the building collapse zone.

*Response: Based on follow-up correspondence with you and Mr. Gathmann, we are proposing to install a new hydrant within public right-of-way in South Ann Street approximately across the street west from the south entrance to the property.*

I trust the revised project documents should address your concerns. Please feel free to reach out if you have any questions.

Sincerely,



Frank Marescalco, PE  
Principal

ATT: Revised civil plans  
Revised stormwater site plan narrative  
Revised site plan for SPR/Land Use  
Borlin Park Neighborhood design checklist  
Revised SEPA Checklist  
Revised landscaping plans  
Civil plan “blue-lines”  
Stormwater site plan “blue-lines”  
USPS Mailbox location approval email

CC: Mr. Emanuel Popa, Owner  
Mr. John DeLoma, MD Designs