



7/7/2023

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First Review Comments

Project: Milt Smith Townhomes Site Plan Review
Application/Permit Number: App# 9408, File# SITE20203-03

Dear Ann,

The City of Monroe is in receipt of the submitted materials dated 3/31/2023 for the Milt Smith Townhomes Site Plan Review located at 523 Park St Monroe, WA 98272.

The following are city department staff comments on the proposal which will need to be addressed in order to continue further review.

All consultant correction notes have been added to comments below.

The Blue is from the Architect
The Red is from the Civil Engineer
The Green is from the Landscape Architect.

BUILDING

Ted Corey, Plans Examiner, (360) 863-4524/ tcorey@monroewa.gov

1. Per IBC 1104.2, all accessible buildings facilities, elements etc. shall be connected with an accessible route. This is to include the townhomes, and common areas on the site. The site plan is to show the route connecting the common areas, townhomes, stacked flats, accessible parking and linking to the public way. The grade does appear to fall off on the south end of the site, ramps may be required.
APPLICANT RESPONSE: See civil site plan for site grades. The area will be graded for drainage and for accessibility from the public sidewalk to each of the apartment/townhouse entries. As well as accessible walks to the common outdoor areas and parking lot. See notes added to the A100 Site plan and A003 Code sheet.
2. Separate building permits required for any playgrounds and retaining walls etc.
APPLICANT RESPONSE: See Deferred Submittal note added to the Cover Sheet. No playground

is planned for the site. Acknowledged, these permits will be applied for during the site development permit stage.

3. Assuming accessible parking is in the garage beneath the stacked flats.
APPLICANT RESPONSE: See A100 Site plan for location of Accessible Parking stall. The accessible parking stall is next to the guest parking.
4. Townhome building to comply with the provisions of Chapter 11 of IBC for R-3s per IRC 320.1.
APPLICANT RESPONSE: Per 2018 WA IBC, 1107.7.2 a multi-story dwelling unit without elevator service is not required to be a type B unit. See A003 Code Sheet.
5. Stacked flats to be accessible per IBC chapter 11.
APPLICANT RESPONSE: The 15 unit stacked flats building has an elevator; 1 unit will be a type A unit and the balance of the units will be type B units. See A003 Code Sheet and notes section 1107.
6. Any exits out the back of the stacked flats building to be on an accessible route to the public way.
APPLICANT RESPONSE: See A003 Code Sheet, for accessible notes, for stated requirement of an accessible path to back of building. At this time no exit out the back of the garage is planned.
7. Riser room to be on paved access path.
APPLICANT RESPONSE: See A100 Site plan for location and notes about Fire Riser room.
8. Electric vehicle charging infrastructure per IBC 429 to be installed, this requirement may change in scope depending on the governing code of the design. Indicate location on site plan.
APPLICANT RESPONSE: See A003 Code Sheet for notes regarding current EV requirements.
9. The applicable codes on the cover sheet are incorrect. The current adopted codes are the 2018, 2021 are set to be adopted by the state in October, the next code series would be the 2024. ICC A117 2017 is the next accessible standard edition, the current is the 2009.
APPLICANT RESPONSE: See A001 Cover Sheet for updated code dates.
10. Washington State is currently set to adopt the 2021 Building Codes in October 2023, this may change, currently adopted codes are the 2018. Complete applications and plans submitted prior to the 2021 adoption date can be designed to the 2018 codes.
APPLICANT RESPONSE: See A001 Cover Sheet for current Code language updated.

PLANNING

Amy Bright, Planner, (360) 863-5633/ abright@monroewa.gov

1. Please indicate on the SEPA Checklist, how many yards of cut or fill are proposed to be moved on the property.
APPLICANT RESPONSE:
The project proposes to fill the site with roughly 2,900 Cubic yards of fill onto the property.

2. Please indicate how tandem parking will be managed on the site. CC&R's, etc.
APPLICANT RESPONSE: The apartment building contains (6) 2-bedroom units and (9) 1-bedroom units. The garage contains 10 single interior parking spaces. The exterior area has 6 tandem spaces. The apartment house owner may provide parking spaces by unit or give a choice of 1 interior parking space or 1 set of Tandem parking spaces per unit. The townhouse units have (2) 3-bedroom units and (4) 2-bedroom units. Each townhouse has 2 interior parking spaces.

LANDSCAPE/IRRIGATION

Leigh Anne Barr, Associate Planner, (360) 863-4511/ labarr@monroewa.gov

1. See additional redline comments on landscape plans.
APPLICANT RESPONSE: Redline comments have been addressed on the landscape plans.
2. Show mechanical equipment on landscape plan with 5 feet Type I buffer if applicable per MMC 22.46.050.
APPLICANT RESPONSE: Mechanical layout will be provided with full building permit. Full building plans with equipment placement and information have not been provided. Note has been added to landscape plans.
3. Add soil enhancement notes per MMC 22.46.100(H).
APPLICANT RESPONSE: Note has been added to landscape plans.
4. Provide a full irrigation plan for review and approval with civil plan submittal. Please note that permanent irrigation shall be required in all planting areas unless temporary irrigation is installed for a period of 5 years in conjunction with drought tolerant landscaping per MMC 22.46.110(B).
APPLICANT RESPONSE: See note in Deferred Submittals for Irrigation System Note has been added to the plan. Irrigation plan will be submitted with full civil plan by others (Not Kismet Design)
5. Show all underground utilities on landscape plan including water, sewer and storm. Adjust plant placement, particularly trees are necessary.
APPLICANT RESPONSE: All utilities have been shown on landscape plan. Plant material has been adjusted.
6. Show curbs on landscape plans. Many of the parking lot landscape areas may become too narrow for plantings.
APPLICANT RESPONSE: Curbs have been added to the Architectural Site plan. All curbs are shown on landscape plans. Plant material has been adjusted.
7. Provide explanation how the Infill table 4 - Ped. Access/Site Design is meeting the selected landscape requirement of "Provide landscaping and special features, define lane edge, unity design".

APPLICANT RESPONSE: Permanent picnic tables on concrete pads have been added to common green spaces (1 per building). Walkways to access common green spaces have been added.

8. Confirm how the Infill Table 6 - Parking Requirements - Screening selection of "Provide perimeter landscaping and interior landscaping will be met after the landscape is adjusted to make room for the utilities and curbs.

APPLICANT RESPONSE: A mix of evergreen and deciduous shrubs along with grasses, perennials, and ground covers have taken the place of any trees that needed to be taken out due to curbs and utilities. This updated plant material will provide a visual screen and separation from parking areas.

9. Show PUD and cable pedestal transformers on final landscape plans.

APPLICANT RESPONSE: Full civil plan with PUD and cable pedestal transformer placement and information have not been provided. Note has been added to landscape plan.

10. Per MMC 22.42.070, add features to allow for active and passive recreation uses in required rec space. Please add features for active use.

APPLICANT RESPONSE: Per MMC 22.42.070 Multifamily Design Standards, picnic table areas have been added to meet the active recreation requirement. The grass provides passive and active use.

Permanent picnic tables on concrete pads have been added to common green spaces (1 per building). Walkways to access common green spaces have been added.

11. Per MMC 22.46.050, the area between 2 retaining walls shall be 5 feet of unencumbered landscaping (i.e., drainage rock areas shall not be considered part of the 5 feet

APPLICANT RESPONSE: A revised cross section has been added to the Preliminary Grading and Drainage Plan sheet that shows the full wall section to illustrate the 5' unencumbered bench between the 2 retaining walls.

No drainage rock areas are present between retaining walls. A mix of evergreen and deciduous shrubs have been placed to provide visual screening and separation.

12. Specify if lawn areas will be turn or hydroseed. Please note that hydroseed must be established through two mowing's prior to final landscape approval.

APPLICANT RESPONSE: Lawn areas will be hydroseed. Note has been added to plan.

13. How will common areas be accessed?

APPLICANT RESPONSE: See A100 Site Plan for hard surface walks added to the west side of the condos and north side of the townhouses for access to each picnic table area.

Walkways have been added to to access common areas.

14. Show fall protection measures for retaining walls.

APPLICANT RESPONSE: A 42" guard rail has been added and called out over top of the retaining wall adjacent to the parking area. See Civil Plans.

A 42" tall railing has been added at top of retaining wall, for the full length of the wall.

PUBLIC WORKS (ENGINEERING)

Tom Gathmann, Senior Engineer, (360) 863-4535/ tgathmann@monroewa.gov

1. The relocation of the water main needs some changes to make future maintenance easier – do not want connection on the hillside as shown. Remove the WV and BO assembly and connect new to existing with spool and run straight up the slope. Want two 45-degree bends. Roughly shown as redlines. Do not worry about the horizontal separation from the force sewer main since they are already closer than 10’.

APPLICANT RESPONSE: The water main has been relocated within the City of Monroe owned property east of the subject site. See Civil Plans.

2. As noted by SRFR comments, a FDC is needed for the apartment building and the hydrant will need to be moved.

APPLICANT RESPONSE: An FDC has been located adjacent to the fire hydrant. The hydrant was relocated to meet the SRFR comments within what was possible. See Civil and Architectural plans.

3. Need water easement for water main to hydrant.

APPLICANT RESPONSE: The Water Easement has been extended to encompass the fire hydrant.

PUBLIC WORKS (WATER QUALITY)

Scott Barr, Public Works Water Quality Lead, (360) 863-4616/ sbarr@monroewa.gov

1. No comments found at this time.

FIRE

Jason Bowen, Deputy Fire Marshal, (360) 805-0338 option 5/ jason.bowen@srfr.org

1. Preliminary Civils – Relocation of the fire hydrant is required. NFPA 25 Section 7.2.4 requires a hydrant to be located no closer than 40 feet from a building.

APPLICANT RESPONSE: Fire hydrant has been relocated to be 40’ from the Apartment building within the strip of landscaping between the access road and the Parking area. See Civil plans.

2. Preliminary Civils – An NFPA 13 fire sprinkler system is required for the 15-unit building requiring an FDC to be installed within 50 feet of the hydrant and not closer than 40 feet from the building. Please add a remote FDC to the plans complying with the SRFR design standard DS-001 and the city of Monroe FDC design standard – 500 water 510 FDC. . This standard can be obtained by emailing firemarshal@srfr.org.

APPLICANT RESPONSE: An FDC has been located adjacent to the relocated fire hydrant. See Civil plans.

3. Preliminary Civils – The Washington State Fire Code (WSFC) section 905.3 requires the 15-unit apartment building be equipped with a class III standpipe – one having a 2.5” port with a 2.5” to 1.5” reducer installed.

APPLICANT RESPONSE: See A01 Cover Sheet and A100 Site Plan for the standpipe location, shown on the site plan as well as called out as a deferred submittal on the cover sheet.

4. Preliminary Civils – Add no parking fire lane curb marking and signage to the fire lanes as required per the SFRF design standard DS-003. This standard can be obtained by emailing firemarshal@srfr.org.

APPLICANT RESPONSE: See added notes to Civil Plans.

5. Preliminary Civils – An infiltration system is shown to be installed under the fire apparatus access roadway. This system is required to support the weight of a 75,000 lb fire apparatus.

APPLICANT RESPONSE: The proposed infiltration system is a proprietary system that will be designed to meet HS-25 loading conditions. This will adequately support the fire truck loading over the infiltration system. See Civil Plans.

6. Plan set – A NFPA 13 automatic fire sprinkler system is required to be installed in the 15-unit apartment building along with a dry pipe automatic sprinkler system installed in the attic space. The requirement of a dry pipe sprinkler system in the attic of the building is due to the site not having approved aerial fire apparatus access along the front of the building and not having an approved turnaround on the South end of the aerial fire apparatus access.

APPLICANT RESPONSE: See A001 Cover Sheet for deferred submittals called out for both the sprinkler systems and dry pipe system.

7. Plan set – A fire alarm and detection system is required to be installed in the 15-unit apartment complex to supervise the sprinkler systems and provide building/occupant notification.

APPLICANT RESPONSE: See A001 Cover sheet and A003 Code Sheet for call out of NFPA 13 fire sprinkler system and dry pipe system for the apartment house.

8. Plan set – An NFPA 13D automatic fire sprinkler system is required to be installed in each townhouse. This will require each townhouse to be equipped with a 1" water meter.

APPLICANT RESPONSE: See A001 Cover Sheet and A003 Code Sheet for call out of NFPA 13 D fire sprinkler system for the townhouses.

9. Plan Set – The 15-unit apartment indicates that there will be indoor vehicle parking on the first floor. The WSFC Section 915.6.1 requires carbon monoxide and nitrogen dioxide detectors to be installed in the enclosed parking garage per the International Mechanical Code Section 404.1.

APPLICANT RESPONSE: See A003 Code Sheet for parking garage mechanical notes.

10. Fire Flow required – 15 unit apartment complex at approximately 20,000 square feet, equipped with an NFPA 13 automatic fire sprinkler system has a required fire flow of 1,875 gpm. This fire flow requires that the site be equipped with 2 fire hydrants. The existing hydrant on Park St, near the project entrance is one of the two required. If this hydrant does not meet the design standards of the city of Monroe water department, in particular having three ports, one being a steamer port, then the hydrant will be required to be upgraded. A letter of water availability is recommended to be obtained from the city of Monroe water department to ensure that the water required will be available.

APPLICANT RESPONSE: A copy of the fire flow test performed on December 13, 2022 has been included with the resubmittal. This shows that the required fire flow is present on site.

11. Plan Set – The 15-unit apartment building is required to be equipped with a separate room that has an exterior access doorway designed to house fire alarm and automatic fire sprinkler system components. Please show the approximate location of this room and the underground water piping that is routed to this room. The FDC piping and the water main run to this room. Water main will supply water to the automatic fire sprinkler system.

APPLICANT RESPONSE: See A100 Site Plan for added location of an exterior accessed room for housing the fire alarm and automatic fire sprinkler system components.

12. Plan Set – Deferred submittals required:

- a. 15 Unit Apartment building
 - i. Automatic fire suppression system
 1. Dry fire suppression system in attic
 2. NFPA 13 automatic fire suppression system
 - ii. Standpipe Systems
 - iii. Fire alarm and detection system
 - iv. Underground fire piping system
 - v. If installed: Solar photovoltaic power system
- b. Townhouses
 - i. Automatic fire suppression system
 1. NFPA 13D automatic fire suppression system

APPLICANT RESPONSE: See A001 Cover Sheet for Deferred submittal list.

Prompt response to these review comments will ensure continued timely review of this project. To facilitate continued efficient processing of your application, please resubmit your materials and a response letter addressing corrections, as a single package, to my attention. This response letter must answer each comment concisely and individually. Incremental resubmittal of materials is not allowed.

Any changes to plans from previous submittal must be clouded & tagged with revision # for further review. The review of re-submitted plans and documents may produce additional comments that were not made during this initial review. After review of your additional resubmittal, city staff will notify you as to the status of your application.

In accordance with MMC section 22.84.040(G), time required by the applicant to correct and/or revise plans is excluded from the 120-day review period for development proposals. The City may close an application due to inactivity if the applicant does not respond to issues regarding compliance with city regulations and standards within 30 days of this notice under MMC section 22.84.040(E)(2b).

For specific questions please contact each individual department contact listed above. For all other questions please contact me directly.

Sincerely,

Hannah Maynard

Planning Admin Assistant
hmaynard@monroewa.gov
360-863-4609