



December 11, 2024

K&A Investment Holdings, LLC
10515 20th St SE Ste 202
Lake Stevens, WA 98258

Pre-Application Review

39-lot Preliminary Plat
18614 and 18718 134th St SE
Tax Parcels: 28063600200600 & 26063600101300

Meeting Date: December 3, 2024

This letter summarizes the issues discussed in your Pre-Application meeting for this project as well as the feedback and recommendations provided by City staff to address said issues. This serves as an informational letter only and does not vest your project in any way. The comments provided may not be comprehensive or complete. Please note that as plans are developed and finalized, there may be additional comments and/or revisions to the comments listed below. The comments in this letter do not constitute, nor are they to be interpreted as an official review of your proposal.

These comments regarding your proposed development or land use action are not to be construed to be an approval for any construction or demolition action on the subject property. If you wish to proceed with your proposed development or land use action, you are required to apply for all necessary permits.

Project Description as Proposed by Potential Applicant

The applicant is requesting 30 single-family (detached) residential lots. The project will go through the preliminary plat and final plat process in the City of Monroe. The properties are located in the R4 zoning district.

Questions for City staff:

1. Water – Any issues to bring water to the site?
2. Sewer – There is an off-site alignment that we are working with the neighbor with an easement on, photo provided in Monroe West project narrative.
3. Road Access – Discuss the road alignment.
4. Road Widths – Please review the provided road widths and comment.

During the meeting, the following additional questions were asked:

1. Instead of a mid-block crossing, would the City allow ADA street crossings at proposed street intersections with 134th St SE?
2. Can lots 17-25 include a portion of the 60' Ingress/Egress & Utility Easement along the east property lines as illustrated on the Conceptual Site Plan submitted on 11/18/2024? The subject easement encroachment does not extend beyond the required 10 -foot rear yard setback line.

COMMUNITY DEVELOPMENT DEPARTMENT

Planning Division

Contact: Kate Tourtellot, Planning Manager, at (360) 863-4618 or ktourtellot@monroewa.gov

Contact: Anita Marrero, Senior Planner, at (360) 863-4513 or amarrero@monroewa.gov

1. The City Council is scheduled to adopt the Monroe 2044 Comprehensive Plan on 12/10/2024 that will reclassify the subject properties from Low-Density Residential to Residential 1: the associated zoning for this new designation is Residential 7 Units per Acre (R7). A Citywide Rezone is anticipated during first quarter of 2025 to implement the new comprehensive and Future Land Use Map designation.
2. Under current zoning, staff agrees with initial maximum unit count. The bulk standards outlined in the Project Narrative are correct for the R-4 zone.
3. All new residential developments must comply with the Design Standards, including detached residential. Here's a link to MMC Chapter 22.42, Design Standards, <https://monroe.municipal.codes/MMC/22.42>
4. Critical areas study may be required to confirm that no critical areas exist on site; steep slopes appear to exist along the south property lines.
5. Sixty-foot (60') Ingress, Egress, and Utility Easement within and along the east side of proposed Lots 17-25. Per the Residential Bulk Standards in MMC Section 22.16.040, Subsection E(3)(a) and (b), the lots can include the easement(s). The applicant is required to submit a letter or other written communication from Williams Northwest Pipeline (Northwest) approving requested encroachment into said easement(s).

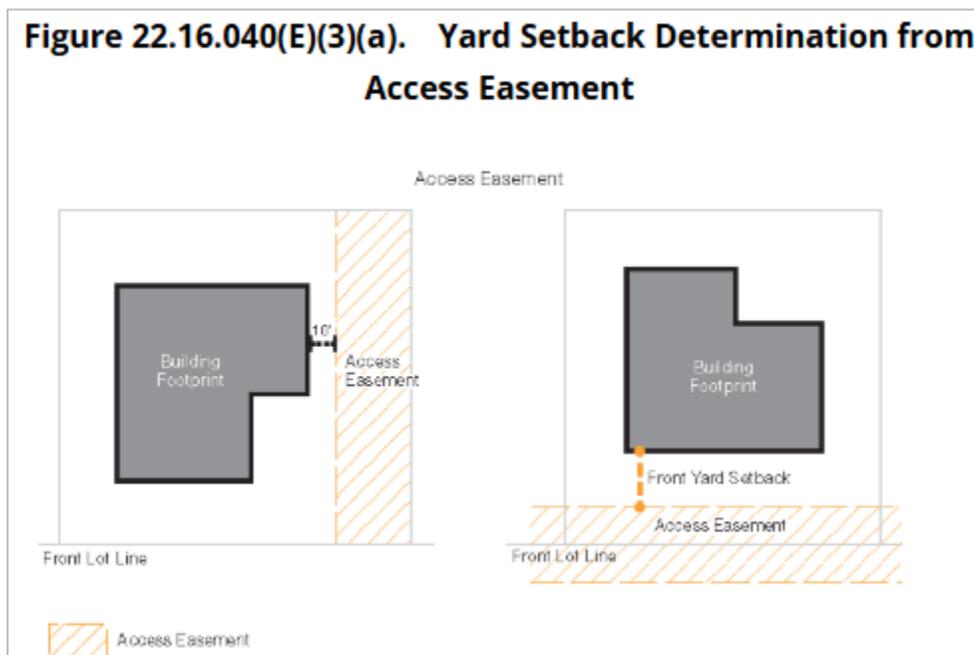
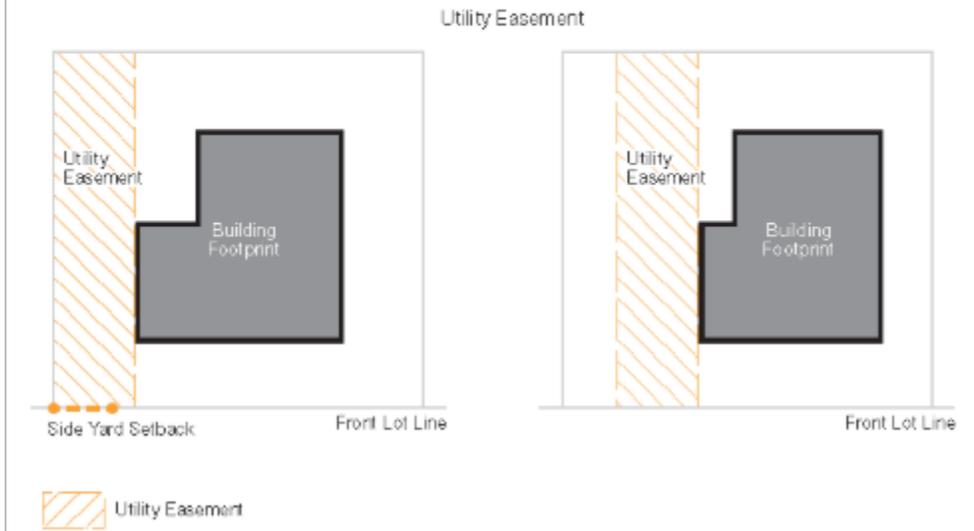


Figure 22.16.040(E)(3)(b). Yard Setback Determination from Utility Easement



6. Please provide access to proposed Open Space Tract 999 for maintenance or provide narrative regarding how this area will be maintained.

Landscape/Irrigation

Contact: Leigh Anne Barr, Associate Planner, at (360) 863-4511 or labarr@monroewa.gov

1. The project will need to meet landscape the requirements of Monroe Municipal Code 22.46 including but not limited to:
 - a. MMC 22.46.030(B)(2) Landscape plans for subdivisions, site plans, and other projects shall be prepared by a licensed landscape architect and stamped and signed by such professional.
 - b. MMC 22.46.110(B) Permanent irrigation shall be required in all planting areas unless temporary irrigation is installed for a period of five years in conjunction with drought tolerant landscaping.
 - c. Street trees will be required along all public streets at an average of 25 feet on center per MMC 22.46.080.
 - d. Retaining walls require a 5-foot type II landscape buffer per MMC 22.24.050.
 - e. Storm water facilities require a minimum 15-foot type V landscape buffer with at least 80% evergreen trees or shrubs per MMC 22.24.050.
2. Consider adding access to the identified open space in Tract 999 for both maintenance and public enjoyment purposes.

Permit Services Division

Contact: Hannah Maynard, Planning Admin. Assistant, at (360) 863-4609 or hmaynard@monroewa.gov

1. The Permit Division provides options for permit submittals. Please contact the Permit Center at 360-863-4501 to discuss the overall submittal process.
2. The permit checklists and application can be found on the City's [website](#).
3. The [current fee resolution](#) is available on the City's website.

Building Division

Contact: Stacy Criswell, Building Official, at (360) 863-4536 or scriswell@monroewa.gov

1. No building information was provided for our review. Please ensure you design buildings to the state adopted building codes and local amendments found in the Monroe Municipal Code title 15.04.

PUBLIC WORKS DEPARTMENT

Design & Construction Division

Contact: Tom Gathmann, P.E., Senior Engineer, at (425) 218-5165 or tgathmann@monroewa.gov

Contact: Tyler Glenn, Public Works Development Services Manager, at (425) 760-1963 or tglenn@monroewa.gov

1. The easement for public sanitary sewer and storm drainage outfall line in lot 14 of Raspberry Hills needs to be at least 20-feet wide and terraced to provide an almost level surface for ease of heavy equipment access for potential future maintenance work. The easement can be shared for both outfall lines as long as the pipes are not too deep and spaced such that excavation for maintenance of either line does not impact the other, or the integrity of the retaining wall(s).
2. Please see if it is possible to provide a short tangent section on the south leg of the east intersection with 134th Street SE. Ideally it would be 50 feet from the ROW boundary of 134th Street SE. Call to discuss further.
3. Pay attention to vertical grades at the two intersections. The approach at the intersection must be relatively level, or at least not as steep as the roads look like they will be.
4. Stormwater design must comply with the 2019 edition of the WA DOE SWMMWW.

Water Quality

Contact: Scott Barr, PW Water Quality Lead, at (360) 863-4616 or sbarr@monroewa.gov

1. No comments at this time.

SNOHOMISH REGIONAL FIRE & RESCUE

Office of the Fire Marshal

Contact: Jason Bowen, Deputy Fire Marshal, at (360) 328-0328 option 5 or jason.bowen@sfr.org.

The following comments are based upon the homes being construction type V-B, not greater than 3,600 square feet in size – all floors combined, eaves or parapets being not greater than 30 feet from the finished ground level.

1. Fire Flow required –
 - a. 1000 GPM for 1 hour
 - b. 1,500 GPM for 2 hours if any home is greater than 3,600 square feet
 - c. 500 GPM for ½ hour if all homes are equipped with automatic fire sprinkler systems and homes are less than 3,600 square feet
 - d. 750 GPM for 2 hours for homes equipped with automatic fire sprinklers and the home can be greater than 3,600 square feet
2. Slope of roadways cannot be greater than 10% unless homes are equipped with automatic fire sprinkler systems.
3. The homes accessed off of tract 998 will be required to be equipped with automatic fire sprinkler systems. These lots are in lots 9, 10, 11, 12. This is due to the substandard hammer head turnaround at lot 12.

4. Fire hydrants are required to be installed so that all homes are within 300 feet of a hydrant. It is recommended that the hydrants be located on the side of the street that you designate as NO PARKING FIRE LANE.
5. The roadway is indicated to be 28 feet wide. One side fo the street is required to be posted with signage meeting the requirements of SRFR DS-003. It is recommended that all hydrants, mailbox clusters, etc. be located on this side of the street.
6. All homes are to be located so that the midpoint of the furthest part of the home is within 150 feet of the fire apparatus access roadway. If this dimension is exceeded, then the home will be required to be equipped with an NFPA 13D automatic fire sprinkler system.
7. All roadway transitions cannot have a K-factor of less than 5.5.

COMMUNITY SERVICE OFFICERS / POLICE

Animal Control

Contact: Macy Haverly, Community Service Officer, at (360) 863-4594 or mhaverly@monroewa.gov

Contact: Amanda Johnston, Community Service Officer, at (360) 794-6300 or ajohnston@monroewa.gov

1. No comments at this time.

We will be happy to meet with you, individually or collectively, to discuss any questions you may have regarding this information.

Sincerely,

Kate Tourtellot
Planning Manager

Cc: File