



AGENDA
City of Gig Harbor Design Review Board
Virtual Meeting of February 11, 2021

NO PUBLIC COMMENT WILL BE ALLOWED AT THIS MEETING.

If you wish to submit any public comment please provide your input / questions to the Planning Division by Wednesday, February 10, 2021 by 5:00 pm. All written comments must be able to be read in 3 minutes or less to be included in the record and have the title: **FOR PUBLIC COMMENT** included. Written comments will be read during the appropriate agenda item

- a. Announcement of Application
- b. Open Public Meeting Announcement
- c. Appearance of Fairness Issues
- d. Staff Report
- f. Applicant Introduction and Presentation
- h. Public Comment (See Assistance Memo)
- i. Discussion and Voting

1. Randy Chopp, 8725 Randall Drive, Gig Harbor, WA 98332:

Skansie Mini Storage (PL-SPR-19-0010, PL-CUP-19-0002, PL-DR-19-0088, PL-SEPA-19-0014). The proposal is for a public mini storage complex totaling 78,375 gross square footage divided over three stories. The rentable square footage will be 56,040 divided into 509 units ranging in size. The applicant is seeking a recommendation from the Design Review Board (DRB) related to a specific requirement of Article III Site Design. Site is located at 5116 89th Ave NW

2. Sal Enterprises IV, Dev Sall, 5115 Olympic Drive, Gig Harbor, WA 98335:

DRB-PRE-APPLICATION MEETING: Brown Bear Car Wash (PL-DR-21-0094)
The project calls for the construction of a Brown Bear Car Wash consisting of a 3,328-square-foot tunnel wash with equipment room and 27- by 20-foot Auto Sentry canopy structure for unattended, point-of-sale transactions. Additional site improvements will include a new curb cut onto 32nd Avenue, trash enclosure, 11 vacuum stations, and a monument sign along Olympic Drive. The project will retain as many of the existing trees as feasible to accommodate the new improvements. The existing gasoline service station will be demolished. Site is located at 5115 Olympic Drive.

I. Upcoming Meetings

February 25, 2021

II. Adjourn



**COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING DIVISION
STAFF REPORT**

TO: Design Review Board
FROM: Planning Staff – Kimberly Mahoney, Associate Planner
DATE: February 3, 2021

RE: Skansie Mini Storage (PL-SPR-19-0010, PL-CUP-19-0002, PL-SEPA-19-0014, PL-DR-19-0088)
Public Meeting Date: February 11, 2021

I. GENERAL INFORMATION

- A. Owner/Applicant:** Randy Chopp
8725 Randall Dr.
Gig Harbor, WA 98332
- B. Agent:** Christian Harkson
8725 Randall Dr.
Gig Harbor, WA 98332

II. PROJECT DESCRIPTION

The proposal is for a public mini storage complex totaling 78,375 gross square footage divided over three stories. The rentable square footage will be 56,040 divided into 509 units ranging in size.

The applicant is seeking a recommendation from the Design Review Board (DRB) related to one specific requirement of Article III: Site Design. The request is listed in Section VII of this staff report.

III. SITE DESCRIPTION

- A. Location:** 5116 89th Street, the site is located at the southwest corner of 89th St. and Skansie Ave., approximately 0.6 miles north of the intersection of Rosedale Ave. and Skansie Ave.
Assessor's Parcel Number: 0221066003

B. Site Area/Acreage: 2.18 acres

C. Existing Site Characteristics:

1. **Topography:** The site slopes gently in a southwesterly direction, with slopes ranging from approximately 4-8%.
2. **Vegetation:** The vacant site is vegetated with a variety of grasses, shrubs, and weeds. No significant vegetation exists on the site.
3. **Wetlands and Critical Areas:** There are no wetlands or impacted critical areas on the site. A Category IV wetland exists on the parcel immediately south of the subject site whose buffer extends over the southern parcel line and onto the subject site. However, no portion of the wetland buffer is impacted by the proposed development.

D. Zoning:

1. **Subject parcel:** Employment District (ED)
2. **Adjacent zoning and current use:**
 - a. **North:** Employment District (ED) – active permit submitted for industrial use
 - b. **South:** Public-Institutional District (PI) – vacant
 - c. **East:** SR-16
 - d. **West:** Employment District (ED) – governmental services

E. Road Access: The parcel is accessed from 89th St., a private road.

IV. PERTINENT DESIGN REVIEW POLICIES

A. Comprehensive Plan: See the Land Use Element of the Gig Harbor Comprehensive Plan: Pages 2-1 through 2-18.

The site is designated as Employment Center (EC) by the City's Land Use Map. This designation broadly defines an area that is intended to meet long-term employment needs of the community. Employment centers consist of: 1) Wholesale distribution facilities, 2) Manufacturing and assembly, 3) Warehousing/storage, 4) Business office/business complexes, 5) Medical facilities/hospitals, 6) Telecommunication services, 7) Transportation services and facilities, and 8) Conditional allowances of commercial facilities which are subordinate to the support of employment activities.

The Community Design Element of the Gig Harbor Comprehensive Plan (Pages 4-1 through 4-19) describes various neighborhoods which, over time, have established their own design character that should be maintained to preserve the character of the City. The Bujacich Road/NW Industrial neighborhood design area includes the employment districts and public-institutional districts along Bujacich Road. The area is intended to meet the long-term employment needs of the

community and provide areas for large-scale essential public facilities. Design standards should reflect the functional needs of these industrial and government uses.

- B. Design Manual:** The Design Review process is outlined in Gig Harbor Municipal Code (GHMC) Chapter 17.98. GHMC Subsection 17.98.055 outlines the process for review of projects by the Design Review Board (DRB). This section states that the DRB shall hold a public meeting and, following said meeting, shall make a recommendation to the Community Development Director for approval or denial of the application.

The Design Review Board shall review an application which does not strictly conform to the specific requirements of the Design Manual under the following criteria: a) whether the alternative design represents an equivalent or superior design solution to what would otherwise be achieved by rigidly applying specific requirements; and b) whether the alternative design meets the intent of the general requirements of GHMC Chapter 17.99, Design Manual.

To best determine the general requirement's intent, the DRB shall consider the specific requirements as appropriate examples of compliance. General requirements include all bold and underlined text in the Design Manual. Specific standards include the more detailed text, which immediately follows general requirements.

V. PUBLIC NOTICE:

Notice of the public meeting was mailed to all owners of property within 300-feet of the site and a notice board was posted on the site on January 28, 2021. Public notice will also published in the Peninsula Gateway Newspaper on February 4, 2021. As of the date of this report, staff received no public comments in response to the public meeting notice.

VI. BACKGROUND INFORMATION

This project was preliminarily reviewed by staff during a pre-application meeting with the applicant on July 26, 2017. The applicant formally submitted for Site Plan, Conditional Use Permit, and Administrative Design Review on August 15, 2019. During these reviews, the site and proposed building was reviewed for eligibility for the Industrial Building Exemption (IBE) codified in GHMC 17.99.040. There are numerous standards throughout the Design Manual that are not practical for industrial development within defined areas of the city. Accordingly, any building, structure or site that is principally used for mini-storage facilities are eligible for the IBE if certain requirements are true for the site of the proposed building.

The subject site is located outside of the Historic District but within the Employment District (ED); therefore, the site must be either 800 feet from a parkway or the defined right-of-way (ROW) in an enhancement corridor, or if within 800 feet, must not be visible from such ROW. The subject site and proposed building are within 800 feet of the State Route 16 ROW. State Route 16 is a defined Enhancement Corridor; therefore, to be eligible for the IBE, the building or site cannot be visible from the ROW. As the site proposes only partial-screening of the building from the ROW, the building will be visible from the ROW and is therefore ineligible for any IBE provision of the Design Manual.

The applicant appeared before the DRB on May 14, 2020 to present an alternative design request to the requirements of GHMC 17.99.340(C), Limit height of fences, and GHMC 17.99.380(B)(2), Provide substantial shifts in walls and roof structures, vertical shifts. Following the public meeting, the DRB considered the proposed alternative design and conditionally issued a Recommendation of Approval for the alternative design proposal. This Recommendation is included with this staff report as Exhibit D.

The applicant has since revised their site plan and submitted the revisions for staff's review. Staff has reviewed the revised site design and determined the design was not compliant with one additional requirement codified in Gig Harbor Municipal Code (GHMC) Chapter 17.99, Design Manual. See Section VII of this staff report for the requested item to be reviewed by the DRB and staff's accompanying analysis.

VII. REQUESTED DRB REVIEW AND ANALYSIS:

The applicant has requested that the following item be reviewed by the DRB. See Exhibits A and B of this staff report for the project agent's presentation and narrative, respectively, discussing the proposed alternative design. Planning staff has reviewed the materials submitted as Exhibits A and B to this staff report and makes the following analysis, findings and recommendations on the specified Design Manual requirement.

Article III. Site Design

A. GHMC 17.99.240(D) – Incorporate approximately 25 percent of significant trees into the project. The Design Manual states that, on nonresidential sites, at least 25 percent of significant trees shall be incorporated into required landscaping and retained indefinitely. The percent calculation shall be based upon significant trees currently on the site and which have been cleared from the site within the past five years. All significant trees on site shall be identified and shown on a tree survey.

- 1. Applicant's Request:** The applicant is requesting the DRB review and recommend approval of its proposal to remove 100% of existing significant trees on the subject site. The applicant is requesting the DRB review its justification of its proposed planting plan for its equivalence or superiority, as compared to the strict adherence to GHMC 17.99.240(D).
- 2. Staff Analysis:** The intent of this section of the Design Manual is for developers to incorporate approximately 25 percent of significant trees into nonresidential projects. Site development should be designed to reflect the natural conditions of the site, including topography and existing vegetation.

The applicant has proposed a landscaping plan which retains 0% of the site's seven existing significant trees, but which also supplements the removal of these significant trees by installing five new evergreen trees; please see Exhibit A to this staff report for the applicant's landscape plans imbedded in its DRB Presentation.

Existing significant trees on the subject site include six Pacific Willow (*Salix lucida*) trees and one Wild Cherry (*Prunus avium*) tree. These trees are all

located in the southwestern corner of the site. Strict compliance with GHMC 17.99.240(D) would require the applicant to retain any two of these existing trees, which would represent retention of 25% of significant trees into the subject development proposal. However, the applicant submits that the location of the existing significant trees and the infrastructure requirements of the site prevent the successful retention of any of the seven existing trees. The site requires the development of a stormwater pond which, according to the applicant, cannot be reduced in size due to the volume of stormwater required to be retained on the site. The applicant also notes that, without designing a site which is inconsistent with other Gig Harbor Municipal Code requirements, the location of the stormwater pond must remain as designed; please see Exhibit B for related discussion prepared by the applicant's agent. To construct the stormwater pond as it is presently designed, the applicant's arborist has submitted a report which determines that no existing significant tree on the site can be successfully retained; please see Exhibit C to this staff report for the arborist's recommendation to remove all seven aforementioned trees.

To supplement the expressed need to remove the existing significant trees, the applicant has proposed the installation of five large evergreen trees: two Western Red Cedar (*Thuja plicata*) trees and three Douglas Fir (*Pseudotsuga menziesii*) trees. The proposed trees will be located immediately adjacent to the wetland buffer located along the southern property line (see proposed location on slide 5 of Exhibit A), further expanding on the depth of the buffer and its critical function to the protection of the existing off-site wetland feature. The proposed trees will be 8-feet tall at installation and are expected to mature to a height of up to 150-feet. Finally, the selected species of the proposed trees are each included on the Director's Preferred Species for Planting list.

The applicant proposes the alternative design of installing five large evergreen trees immediately adjacent to the wetland buffer along the southern property line as equivalent or superior to the requirement to retain two of the existing significant deciduous trees located in the southwestern corner of the subject site. Considering the recommendation that has been prepared by a qualified arborist and the applicant's intent to enhance the site's natural environment with a greater quantity of superiorly located and sized plantings, the DRB may wish to consider the proposed alternative as achieving an equivalent or superior solution to what would otherwise be achieved through rigid application of this Design Manual provision and as meeting the intent of the general requirement set forth in GHMC 17.99.240(D).

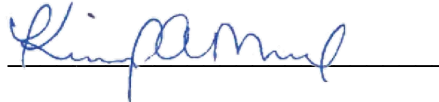
If the Design Review Board agrees with the analysis above, staff suggests the DRB make the following findings and recommendation:

- 3. Findings:** The DRB finds the proposed design alternative to the significant tree retention requirement represents an equivalent or superior design solution to what would otherwise be achieved by rigidly applying the specific

requirement. Furthermore, the alternative design meets the intent of the general requirement of GHMC Chapter 17.99.240(D).

- 4. Recommendation:** The DRB recommends the Director accept the proposed design alternative to remove the site's existing significant trees and supplement the site with new, superior landscaping as consistent with the review criteria codified in GHMC Chapter 17.98.055(A), provided that the applicant landscape the subject site in a manner consistent with the proposed landscape site plan depicted within Exhibit A as attached to the staff report.

Project Planner: Kimberly Mahoney, Associate Planner

A handwritten signature in blue ink, appearing to read 'Kimberly Mahoney', is written over a horizontal line.

Date: February 3, 2021

cc: Owner/Applicant, Agent

The following documents pertinent to your review are enclosed:

- A. Applicant's Design Review Presentation, prepared by Agent
- B. Applicant's Design Review Narrative, prepared by Agent
- C. Arborist Report, prepared by Austin Gilmore, Arborist LLC, dated December 17, 2020
- D. Design Review Board (DRB) Recommendation, Skansie Ministorage (PL-DR-19-0088) Alternative Design Proposal, signed May 26, 2020 by DRB Chair Marlo-Desantis



Design Review Board - Exhibit A
Skansie Ministorage, PL-DR-19-0088
February 11, 2021

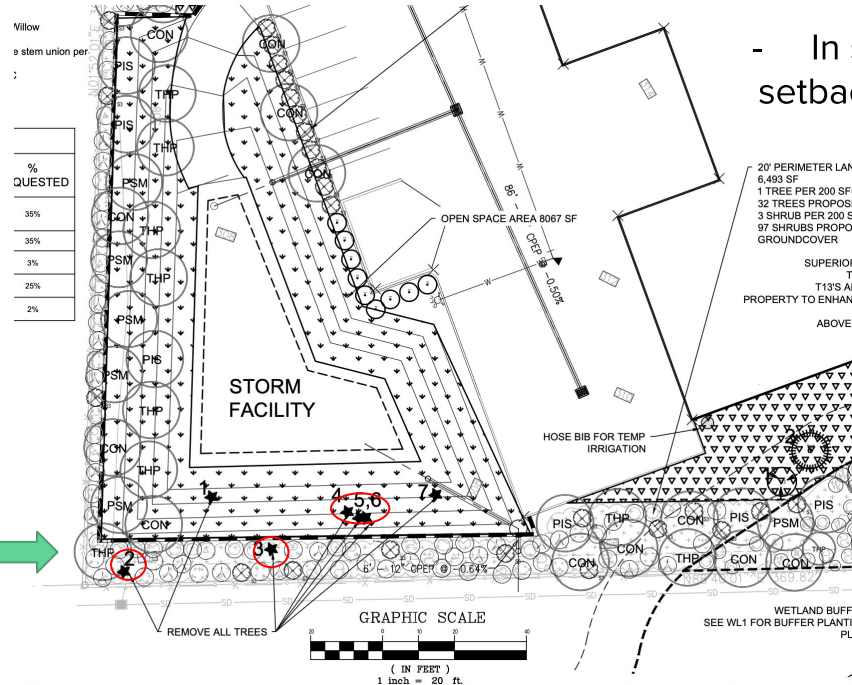
Skansie Mini Storage Project

Significant Tree Removal and ALP

City Project Number: PL-SPR-19-0010
5116 89th St Ct NW, Gig Harbor, WA

The Challenge

- There are (7) significant trees on site.
- GHMC 17.99.240(D) (requires retention of at least 25% of existing significant trees). (A total of 2 trees must be retained)
- GHMC 17.78.070 (requires retention of all significant trees in a setback) (A total of 5 trees are in the setback)



- In summary, the 5 trees in the setback are required to be retained.

SIGNIFICANT TREES:

1, 2, 4, 5, 6, 7 - *Salix lucida*, multi-stem Pacific Willow
3 - *Prunus avium*, double-stem Wild Cherry
All trees were measured at 5"Ø, 6" above the stem union per information provided by client arborist:
Austin Gilmore -Austin Gilmore, Arborist LLC
ISA Certified Arborist #PN-7546
AISA Tree Risk Assessment Qualified
RECOMMENDATION: REMOVE ALL

These five trees (in setback) must be retained to meet code requirements 2,3,4,5,6

Tree #1 has fallen since
Significant Tree Survey



Example of the
Significant trees on site



- Due to the construction of the retention pond, none of the 7 significant trees will survive.
- We explored options to adjust the size and/or location of the retention pond, although there were other code restrictions that prevented us from doing so

This is in response to my site visit to the property on the southwest corner of Skansie Ave & 89th St NW in June 2020. Trees #1,4,5,6 & 7 need to be removed because grading will be done for a retention pond where they currently stand. Tree #2 & 3 are just outside of where the grading will be done, although there is a retaining wall being installed in close proximity to the two trees. When this retaining wall is to be constructed, it is most likely about half of the root system of tree #2 & 3 will be severely damaged or removed in the process. Even if the trees were to survive this and kept growing, the stability of these trees would be extremely compromised. I recommend Tree #2 & 3 be removed along with #1, 4, 5, 6, & 7.

General Location of Trees

-Austin Gilmore with Austin Gilmore,
Arborist LLC

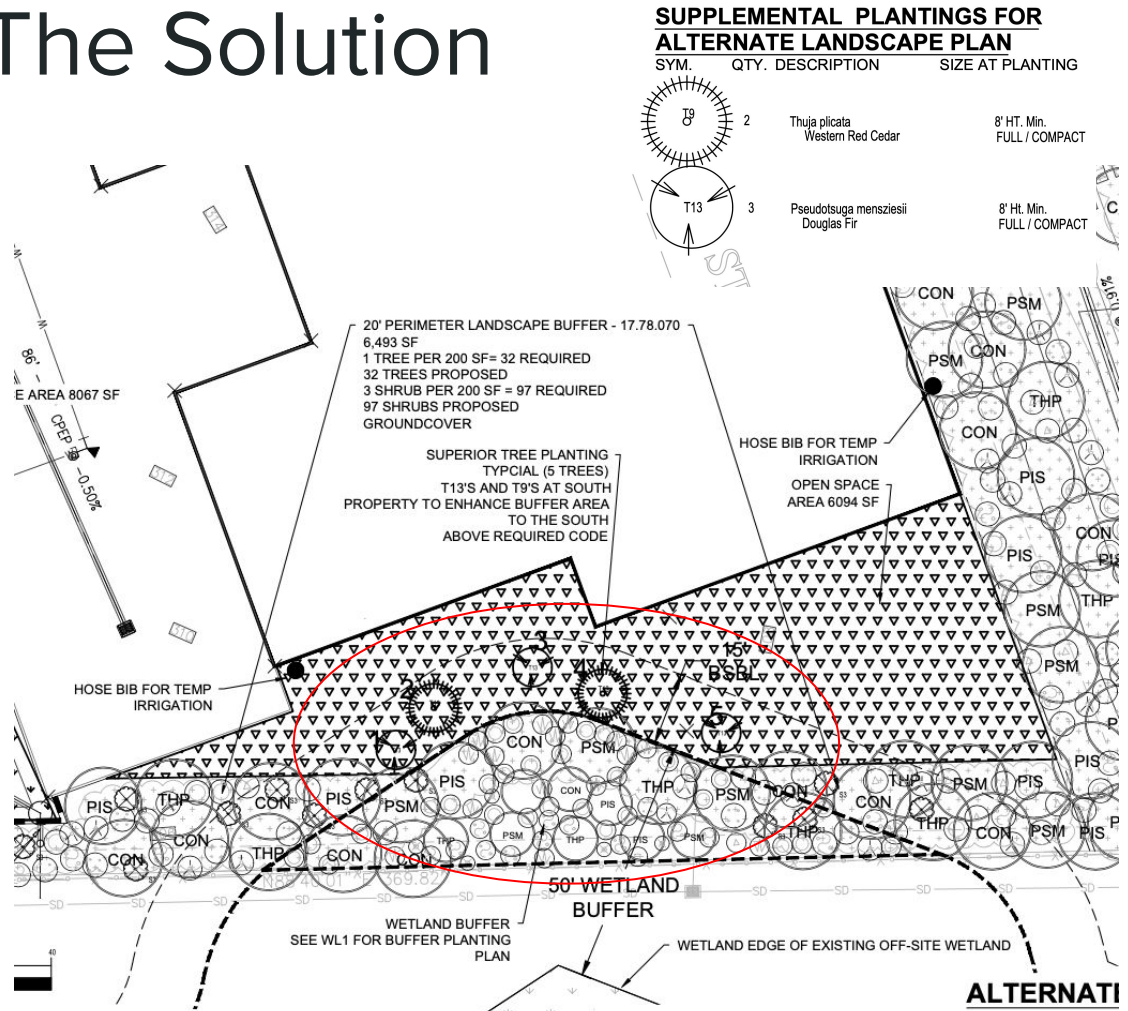
The Solution

This has prompted us to create an (ALP) Alternative Landscape Plan that is superior to maintaining the existing 5 significant trees.

The proposed project will remove all seven (7) significant trees in the southwest area of the project site. The trees must be removed for storm facility installation and function. These trees have multiple trunks and are growing outward, which could potentially pose risk to the storm facility and fence.

(UPDATE Tree #1 has already fallen)

According to City requirements we are required to retain 5 of the 7 trees. Unfortunately, based on arborist's recommendations, none of the trees will survive due to their close proximity to the new retention pond. This plan proposes superior landscaping by replacing the required 5 retained trees located in the back corner of the lot with 5 evergreen trees (8 feet height at time of planting) along the south side of the property. These trees will mature to be up to 150' tall, and will offer more appropriate placement of native trees for habitat and to enhance the existing buffer to the south.



Design Review Board - Exhibit B
Skansie Ministorage, PL-DR-19-0088
February 11, 2021

Dear Design Review Board of Gig Harbor,

I am writing to you in regards to an Alternative Landscape Plan for the Skansie Mini Storage Project. These design changes pertain to the following design manual provisions for the City of Gig Harbor.

There are (7) significant trees on site. GHMC 17.78.070 (requires retention of all significant trees in a setback) GHMC 17.99.240(D) (requires retention of at least 25% of existing significant trees).

The site has 7 existing significant trees, 5 of which are located in the setback. All 7 trees are proposed to be removed (due to the required construction of the storm retention pond in their footprint). Therefore, an Alternative Landscape Plan (ALP) was required to permit the deviation from GHMC 17.78.070, and an alternative design review request was necessary to deviate from GHMC 17.99.240(D).

It has been our preference and intention to maintain the 7 trees and adjust the storm water pond design/location in order to allow for tree retention. After many phone calls with our civil engineer, it has become clear that due to the volume of water the pond must retain, it is not an option to scale down its size. We have also explored the idea of adjusting the pond's location. We have found that moving its location will only interfere with septic system setbacks, parking lot requirements, etc. We have concluded that retaining the 7 significant trees will not be possible (while still meeting all other code requirements).

The proposed project will remove all seven (7) significant trees in the southwest area of the project site. These trees have multiple trunks and are growing outward, which could potentially pose risk to the storm facility and fence. Because these trees are in the back corner of the lot (behind the storm facility), it is our opinion they do not add much positive benefit or aesthetics to the landscaping plan. (UPDATE: upon visiting the site to take photos of significant trees, tree #1 has fallen down. The lower trunks and root system seem to be rotten and the tree much have fallen down in a window storm). According to city requirements we are required to retain 5 (trees in the setback) of the 7 trees. Unfortunately, based on our arborist's recommendations, none of the trees will survive due to the fact that trees 4, 5, and 6 fall in the retention pond. The root systems of trees 2 & 3 (located in the set back) will be severely damaged during the construction process of the pond. Austin Gilmore with Austin Gilmore, Arborist LLC has provided us with the suggestion below.

This is in response to my site visit to the property on the southwest corner of Skansie Ave & 89th St NW in June 2020. Trees #1,4,5,6 & 7 need to be removed because grading will be done for a retention pond where they currently stand. Tree #2 & 3 are just outside of where the grading will be done, although there is a retaining wall being installed in close proximity to the two trees. When this retaining wall is to be constructed, it is most likely about half of the root

system of tree #2 & 3 will be severely damaged or removed in the process. Even if the trees were to survive this and kept growing, the stability of these trees would be extremely compromised. I recommend Tree #2 & 3 be removed along with #1, 4, 5, 6, & 7.

Our ALP proposes superior landscaping by replacing the required 5 trees located in the back corner of the lot with 5 evergreen trees((2) Thuja Plicata Wester Red Cedar, and (3)Pseudotsuga mensziesii Douglas Fir, 8' high at time of planting) along the south side of the property. These trees will mature to be up to 150ft tall, and will offer more appropriate placement of native trees for habitat and to enhance the existing buffer to the south.

Thank you for your consideration of this alternative design proposal.

Sincerely,
Christian Harkson
Skansie Mini Storage Applicant/ Agent.
Christian@cmcdevelopmentinc.com
253-232-6050



Christian Harkson <christian@cmcdevelopmentinc.com>

letter

Austin Gilmore, Arborist LLC <agarborist@gmail.com>
To: Christian Harkson <christian@cmcdevelopmentinc.com>

Thu, Dec 17, 2020 at 6:55 PM

Austin Gilmore, Arborist LLC
PO Box 467
Wauna, WA 98395
(253) 973-5153
AGarborist@gmail.com
www.AGarborist.com

Design Review Board - Exhibit C
Skansie Ministorage, PL-DR-19-0088
February 11, 2021

Christian,

This is in response to my site visit to the property on the southwest corner of Skansie Ave & 89th St NW in June 2020. Trees #1,4,5,6 & 7 need to be removed because grading will be done for a retention pond where they currently stand. Tree #2 & 3 are just outside of where the grading will be done, although there is a retaining wall being installed in close proximity to the two trees. When this retaining wall is to be constructed, it is most likely about half of the root system of tree #2 & 3 will be severely damaged or removed in the process. Even if the trees were to survive this and kept growing, the stability of these trees would be extremely compromised. I recommend Tree #2 & 3 be removed along with #1, 4, 5, 6, & 7.

Austin Gilmore
ISA Certified Arborist #PN-7546A
ISA Tree Risk Assessment Qualified



PastedGraphic-1.pdf
128K

NOTICE OF RECOMMENDATION
CITY OF GIG HARBOR DESIGN REVIEW BOARD
PL-DR-19-0088

TO: Christian Harkson
8725 Randall Dr.
Gig Harbor, WA 98332

Randy Chopp
8725 Randall Dr.
Gig Harbor, WA 98332

Design Review Board - Exhibit D
Skansie Ministorage, PL-DR-19-0088
February 11, 2021

FROM: Planning Staff

DATE: May 18, 2020

RE: PL-DR-19-0088 – Skansie Mini Storage

Having reviewed the above referenced application at its meeting on May 14, 2020, the City of Gig Harbor Design Review Board (DRB) has made the following findings and recommendations to the Hearing Examiner for the following requirements of the Design Manual:

Article III. Site Design

1. GHMC Section 17.99.340(C): Fences – Limit height of fences.

Findings: The Design Manual requires development to limit the height of fences along front yards to three feet so that clear vision is retained for adjacent driveways and intersections.

The applicant has proposed a six-foot tall steel rod fence bordering the front property line along Skansie Avenue, a public right-of-way. Despite its height, the proposed steel rod fencing serves to promote clear visibility for adjacent driveways and intersections due to the spacing between vertical rods. Furthermore, the applicant submits that the intent in installing a six-foot tall steel rod fence along the front property line is two-fold: 1) to provide necessary security for the site's use; and 2) to provide continuity in the height of the fence line as all other sides of the site are able to install six-foot fences, two of which have existing six-foot tall fences.

The DRB finds that the proposed design alternative for the height of the fence along the front property line meets the intent of the general requirement discussed in GHMC 17.99.340(C) and represents an equivalent or superior

design solution to what would otherwise be achieved by rigidly applying the specific requirements of GHMC 17.99.340(C).

Recommendation: The DRB recommends the Community Development Director accept the design alternative as an equivalent or superior design solution to the specific requirement and as compliant with the intent of the general requirement.

Article IV. Architecture

2. **GHMC Section 17.99.380(B)(2): Mass and Scale** – Provide substantial shifts in walls and roof structures, vertical shifts.

Findings: The Design Manual states that wall and roof surfaces shall be broken down into smaller planes using substantial shifts in building footprints which result in substantial shifts in roof lines, as follows: Vertical shift – no single run of ridge, cornice or fascia (excluding eave overhang) shall exceed 80 feet without a five-foot transition in height. The applicant has proposed a two-foot transition in height along the western facade.

The intent of this subsection of the Design Manual is to use substantial shifts in building footprints which result in roof line shifts so as to break down wall and roof surfaces into smaller planes. The proposed structure incorporates a substantial horizontal shift in the building footprint along the western façade to facilitate loading berths for its customers, yet does not incorporate a resulting shift in the roof line; rather, a portion of the roofline shifts down two-feet in line with the building footprint's horizontal shift.

At the May 14, 2020 DRB meeting, the applicant and members of the Board discussed revisions to the shifts in the western façade which are more in keeping with the criteria for issuing a recommendation of approval as codified in GHMC 17.98.055(A). The Board introduced the idea of removing the roofline's vertical shift and, instead, incorporating a two-foot horizontal shift, wherein the entirety of the third floor of the proposed structure and the roofline shift either into or away from the building by at least two-feet.

The DRB finds that the proposed design alternative for substantial shifts meets the intent of the general requirement discussed in GHMC 17.99.380(B)(2) and represents an equivalent or superior design solution to what would otherwise be achieved by rigidly applying the specific requirements; provided, the applicant redesign the western façade to remove the proposed two-foot vertical shift in the roofline and incorporate a two-foot horizontal shift, wherein the entirety of the third floor of the proposed structure and the roofline shift either into or away from the building by at least two-feet.

Recommendation: The DRB recommends the Community Development Director accept the design alternative as an equivalent or superior design

solution to the specific requirement and as compliant with the intent of the general requirement; provided, the western façade is redesigned in a manner consistent with the discussion in the above Findings section.

Brett Marlo-Desantis,
Chair
Design Review Board

A handwritten signature in black ink, appearing to read "Brett Marlo-Desantis", written over a horizontal line.

Date 5 / 26 2020.

cc: Planning File



COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING DIVISION

**PLANNING DIVISION
DRB PRE-APPLICATION STAFF MEMO**

TO: Design Review Board
FROM: Planning Staff
DATE: February 3, 2021

RE: PL-DR-21-0094 – Brown Bear Car Wash
Public Meeting Date: February 11, 2021

I. GENERAL INFORMATION

- A. Applicant:** Nick Wecker,
Barghausen Consulting Engineers, LLC
18215 72nd Ave
Kent, WA 98032
- B. Property Owner:** Dev Sall of Sall Enterprises IV Inc.
5115 Olympic Drive
Gig Harbor, WA 98335

II. PROJECT DESCRIPTION

This public meeting is for a pre-application review before the City of Gig Harbor Design Review Board (DRB).

The applicant proposes the development of a Brown Bear Car Wash consisting of a 3,328-square-foot tunnel wash with equipment room and 27-by 20-foot Auto Sentry canopy structure for unattended, point-of-sale transactions. Additional site improvements will include a new curb cut onto 32nd Avenue, trash enclosure, 11 vacuum stations, and a monument sign along Olympic Drive. The project proposes to retain as many of the existing

trees as feasible to accommodate the new improvements. The existing gasoline service station is proposed for demolition.

The hours of operation for the car wash are proposed from 8:00 a.m. to 8:00 p.m. during summer hours and 8:00 a.m. to 7:00 p.m. during winter hours. The car wash proposes to utilize an automatic conveyor system with an on-site attendant to help guide vehicles into the drive-through tunnel. According to the applicant's narrative, the average wash cycle for the car wash is approximately 90 seconds, with the dryers operating for the last 30 seconds of the cycle. A maximum service rate of 55 vehicles per hour (VPH) is expected.

The project proposes to retain the existing curb cut onto Olympic Drive near the southeast corner of the subject property. An additional full-access driveway is proposed onto 32nd Avenue near the northwest corner of the subject property. The applicant proposes to locate the car wash building adjacent to the western property line fronting 32nd Avenue. The proposed car wash will include a separated drive-through entrance that is accessed interior to the site upon entering the Auto Sentry on the south side of the car wash. The Auto Sentry will provide two (2) multimedia payment terminals that feature an intuitive user interface designed to create a better customer experience through the transaction process. There are 22 proposed parking stalls dedicated to vacuum stations with three (3) additional stalls for employee parking.

III. SITE DESCRIPTION

- A. Location:** 5115 Olympic Drive
Assessor's Parcel #0221173081
- B. Site Area/Acreage:** approximately 1.66 acres.
- C. Zoning:**
 - 1. Subject parcel:** General Business District (B-2)
 - 2. Adjacent zoning and current use:**
 - a. North:** C-1 – Commercial District
 - b. East:** B-2 – General Business District
 - c. South:** B-2 – General Business District
 - d. West:** B-2 – General Business District
- E. Road Access:** The site is accessed via two entrances, one from Olympic Drive, a public road, and one from 32nd Avenue, a public road.

IV. PERTINENT DESIGN REVIEW POLICIES

- A. **Comprehensive Plan:** Community Design Element of Comprehensive Plan – pages 4-1 through 4-19.
- B. **Gig Harbor Municipal Code:** The Design Review process is outlined in chapter 17.98 GHMC. Section 17.98.055 outlines the process for review of projects by the Design Review Board. Section 17.98.037 outlines the optional design review pre-application meeting. This section states that applicants for projects that will require design review may request a pre-application review by the Design Review Board (DRB) at a DRB meeting.

The purpose of the pre-application review is to allow the DRB to provide early input on potential development or redevelopment of a site during the early stages of design. This will allow the design review board to identify specific areas of concern and design opportunities related to the site for the applicant. The DRB's comments may help the applicant develop a design that conforms to design manual standards in a manner more sensitive to specific site conditions and to neighborhood concerns. No decisions will be made at this pre-application meeting. A formal DRB meeting may still be required at a later date for the project to progress.

The Design Review Board shall review an application which does not strictly conform to the specific requirements of the Design Manual under the following criteria: a) whether the alternative design represents an equivalent or superior design solution to what would otherwise be achieved by rigidly applying specific requirements; and b) whether the alternative design meets the intent of the general requirements of Chapter 17.99 Design Manual.

To best determine the general requirement's intent, the DRB shall consider the specific requirements as appropriate examples of compliance. General requirements include all bold and underlined text in the Design Manual. Specific standards include the more detailed text, which immediately follows general requirements.

V. REQUESTED DRB REVIEW AND STAFF ANALYSIS:

On December 16, 2020, the applicant held a pre-application meeting with the Planning, Building and Public Works divisions. Staff comments in preparation for this pre-application meeting are attached as Exhibits E, F, and G for the Board's reference.

Following the pre-application with staff, the applicant requested a pre-application before the DRB to consider two specific Design Manual

standards addressed below. Staff has reviewed the narrative, site plan and drawings submitted (Exhibits A, B, C and D) and makes the following analysis and findings on these specific Design Manual requirements, as well as others. A formal recommendation is not required as part of a DRB pre-application meeting.

1. GHMC 17.99.300.B – Locate structures near front setback line (IBE)

The Design Manual states at least 50 percent of the primary structure's front façade shall be placed on the front setback line (except in the historic district or unless retention of significant trees(s) warrants an increased setback). Additional structures on the site shall be likewise placed on front setback line unless they are located behind other structures on the site. The remaining portion of the building may be stepped back to accommodate common areas or parking. However, no more than 50 percent of required parking may be located forward of the front façade of a building (see parking standards in GHMC 17.99.330(E)).

Staff comment:

According to GHMC 17.04.070, a "Corner lot" means a lot situated at the junction of and bordering on two intersecting public rights-of-way. On a corner lot, the front lot line is the shorter lot line adjacent to a public street; the longer lot line adjacent to a public street is a side lot line. (Ord. 573 § 2, 1990). In this case, the front lot line is along Olympic Drive and the side lot line is along 32nd Avenue. In the B-2 zoning district, 32nd Avenue is also considered a flanking street.

According to site plan, 50 percent of the proposed car wash is not shown on the front setback line.

In their narrative, the applicant intends to retain the existing landscape island located near Olympic Drive containing 19 significant trees. The applicant also intends to retain existing vegetation, including significant trees, along the perimeter.

According to GHMC 17.99.240.D, for nonresidential sites, at least 25 percent of significant trees shall be incorporated into required landscaping and retained indefinitely. Furthermore, all significant trees are required to be retained within the calculated perimeter buffer, according to GHMC 17.78.070.2. These trees can be applied towards all or some of the trees required to be retained by GHMC 17.99.240.D.

While GHMC 17.99.300.B may result in the removal of the vegetated island containing 19 significant trees, the site plan and photographs

depict existing vegetation along the perimeter and shows a large area of vegetation on the north side of the property.

Please note that the subject site is also located within a defined Parkway along Olympic Drive. According to GHMC 17.99.140.A, the proposed structure is required to reflect mass, scale and height of adjacent structures. According to the applicant's narrative, the surrounding commercial area including the nearby shopping center developments primarily consist of single-story buildings that do not appear to be over 40 feet in height. At the time of application, staff will request the applicant to provide elevations for adjacent structures.

Furthermore, although the proposed site is not located within the historic district, the structure is required to comply with parkway setbacks in the historic district under GHMC 17.99.310. Parkway setbacks are defined under GHMC 17.99.310.A.5, which states at least 50 percent of the primary structure's front facade shall be within 10 feet of property frontages abutting defined parkways. Given this information, the design manual does allow the front façade of structures to be within 10 feet from the front setback line. However, this may not be enough allowance to preserve the vegetated island.

2. **GHMC 17.99.380. Mass and scale.** The following standards are applicable to all nonresidential and multifamily residential development. Their purpose is to break large structures down into smaller building modules and ensure that each module's proportions are consistent with the existing pattern of development in Gig Harbor.

- A. **Avoid long, low wall planes (IBE).** Prominent facades shall have no wall plane wider than two and one-half times the height of the wall plane. If a new wall plane is required to achieve compliance with this requirement, it must be offset by at least six feet.

- B. **Provide substantial shifts in walls and roof surfaces (IBE).** Wall and roof surfaces shall be broken down into smaller planes using substantial shifts in building footprints which result in substantial shifts in roof lines, as follows:

1. **Horizontal shift.** No portion of a prominent facade may exceed 80 feet in length without a shift in the building footprint measuring one-tenth of the facade length and meeting the following:

- a. This shift may be broken down into smaller shifts of at least six feet each.

- b. Horizontal shifts, when required, shall be reflected by a shift alteration in the roof design.

- c. To assure that footprint shifts are distributed across the building facade, shifted wall planes shall have a width proportion of

between one-to-one and three-to-one the width of adjacent wall planes on the same facade.

2. **Vertical shift.** No single run of ridge, cornice or fascia (excluding eave overhang) shall exceed 80 feet without a five-foot transition in height. Cupolas and similar minor projections above roof lines do not meet the vertical shift requirement.
- C. **Avoid a false-front look on building exterior.** Exterior walls and roof forms shall be a true reflection of interior space. False projections of wall or roof forms are not allowed, except that parapets and gables may rise above the true roof line if they include side returns or roof planes that (1) extend back at least one and one-half times the width of the parapet or gable, or (2) extend back to a point that is not visible from any public vantage point.
- D. **Provide visual terminus to tops of buildings.** To avoid a truncated appearance, all structures shall have a visual “cap.” This may be achieved with either a pitched or flat roof if designed according to one of the following options:
 1. **Lower Pitched Roofs with Extended Eaves.** Except in the historic district, a lower pitched roof with a minimum 4/12 pitch is allowed provided eaves extend at least two feet beyond exterior building walls.
 2. **Steep Pitch Hip, Gable or Saltbox Roof Form.** Conform to the following roof pitch requirements:
Minimum pitch: 6/12 in the historic district. 6/12 in all other areas of town.
Maximum pitch: 12/12 in all areas.
Exceptions: Steeples, bell towers and other ancillary structures.
 3. **False Pitch Roof with Appearance of True Hip Gable or Saltbox.** Single story and multiple story buildings may have a flat roof with a false pitch if (a) the roof appears to be true hip or gable from all public vantage points, and (b) there are extending wings on each corner of the building which allow for a true hip or gable to extend out from the false hip or gable (this will avoid a mansard roof appearance). Roofs shall conform to the minimum roof pitch standards specified in subsection (D)(1) of this section.
 4. **Flat Roof with Projecting Cornice.** (Outside the historic district, these are allowed on multistory structures only.) Cornice dimensions must be one foot high for every 16 feet of building height and must protrude forward at least one-third the cornice height dimension. The protrusion may include the entire cornice or the cornice may be a graduated protrusion with full protrusion at the top. Cornices must be at or near the top of the wall or parapet. Pediments may extend above the cornice.
- E. **Avoid unusual or atypical roof forms on all structures.** A-frame, modified A-frame, curvilinear, domed, mansard-style roofs and unusual or atypical roof forms are prohibited. Multiple gables over a

single-mass structure forming a “sawtooth” design (IBE) are also prohibited.

Staff comment

According to GHMC 17.99.590, prominent façades include all building facades visible from waterways, public rights-of-way, or from any customer or client parking or pedestrian area within a defined activity center. Prominent facades also include facades which face the road(s) providing primary access to the building’s site.

The proposed site is located in the Olympic Drive/Point Fosdick Drive interchange identified as an activity center. Given that the proposed site is also adjacent to two public rights-of-ways, all sides of proposed structure may fall within this definition of a prominent façade.

The proposed structure is 110 feet in length and 31 feet tall at its highest point with the majority of the wall plane for the proposed tunnel wash measuring approximately 20 feet in height. The length of the proposed structure exceeds the required limit of two and one-half times the height of the wall plane and no horizontal shift is proposed.

According to the applicant’s narrative, the proposed structure will include a “tower element” on the west elevation oriented to 32nd Avenue that will provide “articulation to the roofline.” However, the elevations provided by the applicant do appear to be consistent with the requirement of a vertical shift described in GHMC 17.99.380.B. The fascia appears to run in excess of 80 feet.

Please note that the Design Manual does offer an alternative design to wall and roof substantial shift requirements under GHMC 17.99.420.B.2 described as follows.

GHMC 17.99.420.B.2. Alternative to wall and roof substantial shift requirements. All prominent facades shall be 80 percent sided with the previously stated masonry materials, which shall also include:

- a. Masonry pilasters regularly spaced every 15 to 20 feet on center (depending on the scale of the building);
- b. Windows comprising of 25 to 30 percent of the wall plane or recessed “panels”** in the masonry work that provide a “frame and panel” design in the masonry work between all pilasters, with the recessed panel comprising approximately 70 percent of the width and height of the space between pilasters. Recessed “panels” shall be recessed a minimum of four inches;

- c. Projecting lintels and windowsills made of brick, cut stone or similar masonry material and placed above and below each main-floor window;
 - d. A projecting wainscot at the base of the building made of brick, cut stone or similar masonry material per the previously stated masonry materials;
 - e. A projecting string course of brick above the windows or recessed panels; and
 - f. A corbelled projection in the masonry work at or near the top of the building spanning the full width of the facade, completed by a cornice made of masonry or some other material that meets standard cornice requirements.
- ** (NOTE: The option to use recessed panels in lieu of windows may not be used on facades facing and within 50 feet of the street or street right-of-way providing primary access to a site.)

The applicant is proposing a flat roof outlined with a parapet design. According GHMC 17.99.590, a parapet is a low protective wall (usually solid) along the edge of a roof or balcony. A cornice is a horizontal molded projection that crowns or completes the top of a wall or building. According to GHMC 17.99.380.D.3 or 17.99.380.D.4. flat roofs are permitted with either a false pitch roof with appearance of true hip gable or saltbox or cornices at or near the top of the wall or parapet.

The primary colors of the car wash building and canopy will include blue, white, and green striping. It is possible the proposed colors may be associated with a sign, in which case the requirements under GHMC 17.80.030 would apply.

According to 17.80.030 a sign is defined as:

- a. any visual communication device, structure, or fixture which is visible from any public right-of-way or waterway placed for the promotion of products, goods, services, events or to identify a building, using sign graphics or trademarks; or
- b. Steel, plastic or similar panels displaying corporate colors, logos or trademarks and as are common on corporate signature buildings to give identity to the business (corporate colors which conform to the city's design manual requirements for color shall be excluded from this definition of a sign); or
- c. Inflatable figures, balloons (in a display of six or more), festoons, streamers, spinners, product representations and advertisements for services which are attached to a fixed object or stationary vehicle.

VI. PUBLIC NOTICE:

Notice of a pre-application meeting by the DRB is not required. Review Meeting agendas are published on the City of Gig Harbor's webpage.

Project Planner: Amy Hilland, Associate Planner

Date: 2/1/2020

cc: Nick Wecker,
Barghausen Consulting Engineers, LLC
18215 72nd Ave
Kent, WA 98032

The following documents pertinent to your review are enclosed:

Exhibit "A" – Color Elevations from Barghausen Consulting Engineers, LLC dated March 12, 2019.

Exhibit "B" – Photo Exhibit from Barghausen Consulting Engineers, LLC received by the City of Gig Harbor January 8, 2021.

Exhibit "C" – Project narrative from Barghausen Consulting Engineers, LLC dated January 8, 2021.

Exhibit "D" – Site Plan from Barghausen Consulting Engineers, LLC time stamped November 13, 2020.

Exhibit "E" – Planning Division Comments dated December 11, 2020 in preparation for pre-application meeting held December 16, 2020 between applicant and Community Development.

Exhibit "F" – Public Works Division Comments dated December 16, 2020 in preparation for pre-application meeting held December 16, 2020 between applicant and Community Development.

Exhibit "G" – Building Division Comments dated December 16, 2020 in preparation for pre-application meeting held December 16, 2020 between applicant and Community Development.

RECEIVED 01 08 2021 CA

MATERIAL & COLOR LEGEND

- STONE VENEER
MFR: ELDORADO STONE
STYLE: CLIFFSTONE
COLOR: WHITE BARK
- CONCRETE WALLS WITH EXTRUTECH PVC
PANELS LEFT IN PLACE
COLOR: GLOSS WHITE
- EXTERIOR PAINT
MFR: SHERWIN WILLIAMS
COLOR: SW7006 EXTRA WHITE
- METAL FASCIA
MFR: ALPOLIC, OR EQUAL
COLOR: BLUE
- METAL FASCIA
MFR: ALPOLIC, OR EQUAL
COLOR: WHITE TO MATCH PT-1
- METAL ROOFING
MFR: AEP SPAN, DESIGN SPAN hp
COLOR: SLATE GRAY
- HORIZONTAL ILLUMINATED CHANNEL TRIM
COLOR: GREEN AKZO 443C5
WITH BRILLIANT GREEN TRANSLUCENT VINYL
- STEEL ROLL-UP DOOR
COLOR: FACTORY FINISH WHITE
FRAME COLOR PT-1
- CLEAR ANODIZED STOREFRONT DOOR
AND WINDOWS

Revision

Appr.

Ord.

By

Date

No.

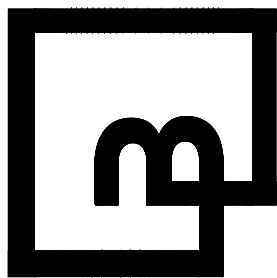
PRE-APPLICATION CONFERENCE
SAMPLE COLOR ELEVATIONS

For: CAR WASH ENTERPRISES, INC.
3977 LEARY WAY NW
SEATTLE, WASHINGTON 98107

Scale:
Horizontal
3/16"=1'-0"
Vertical
1'-0"=1'-0"

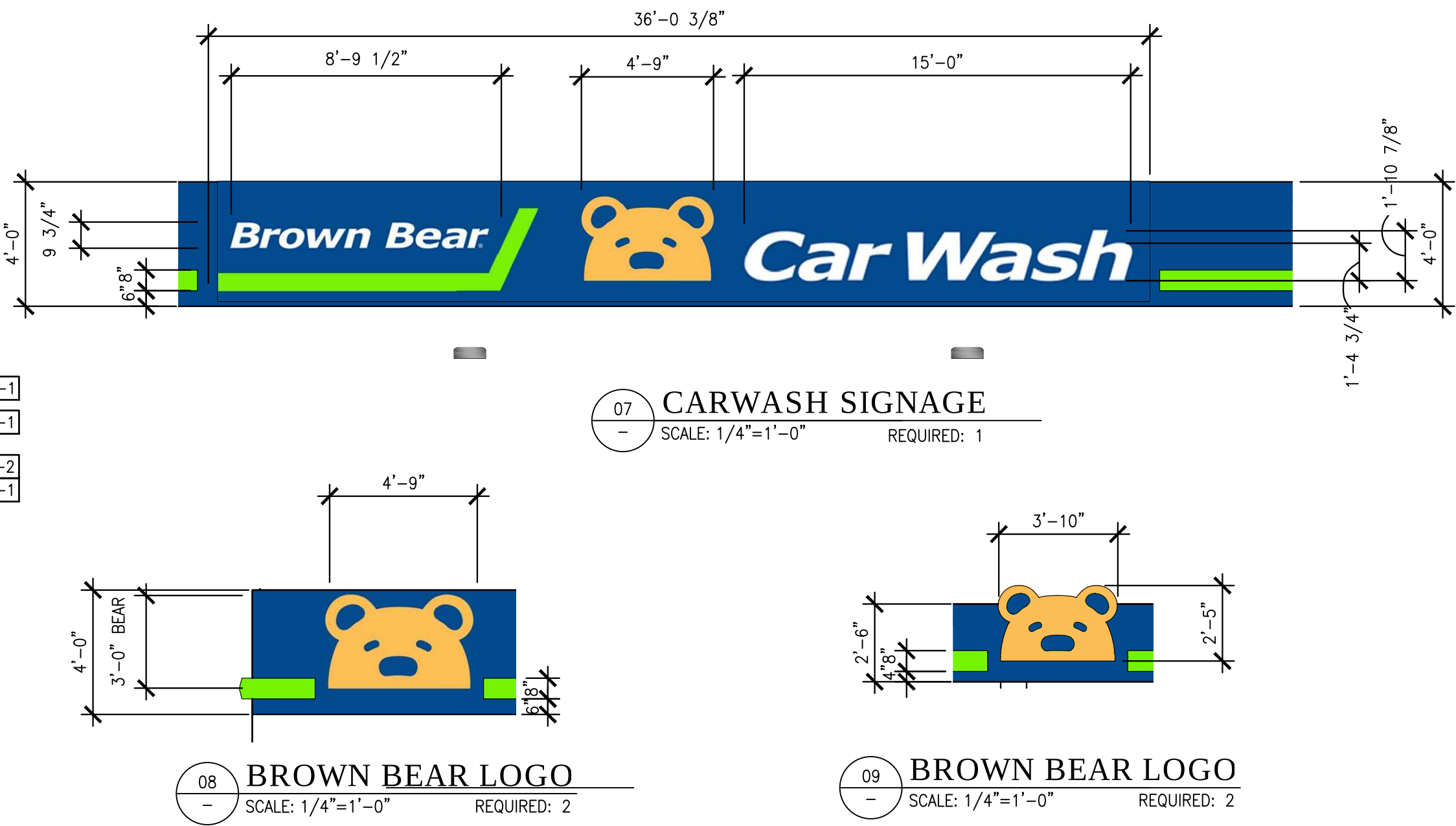
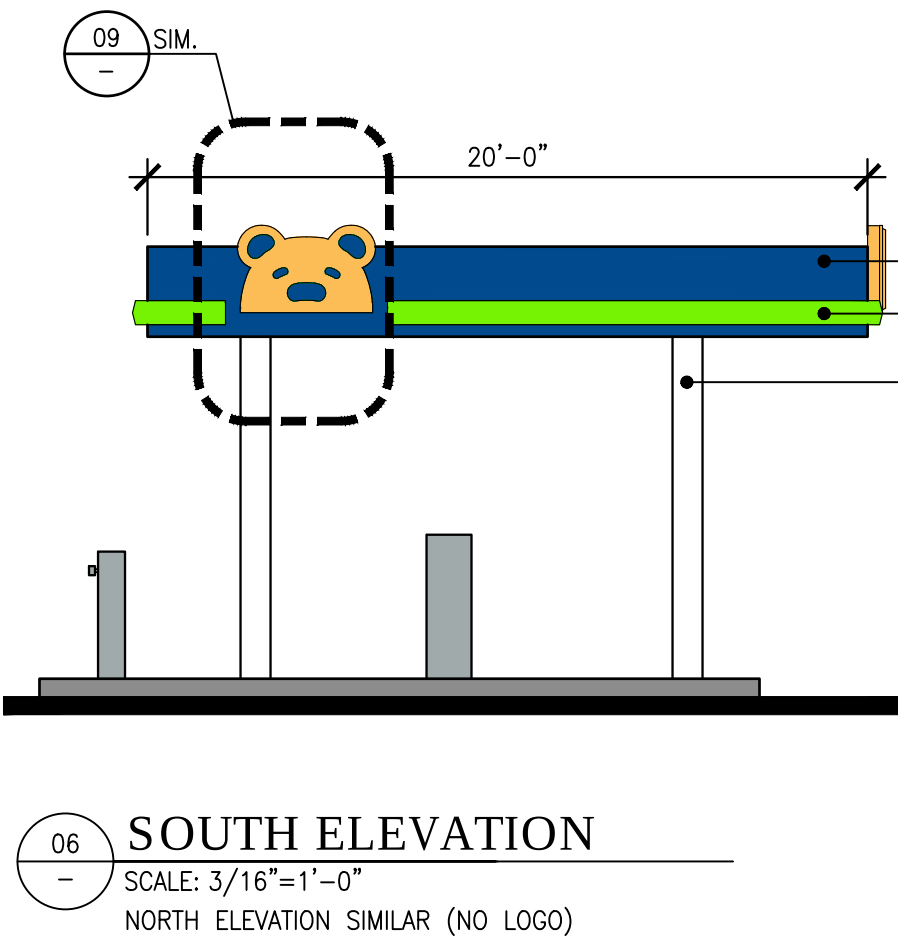
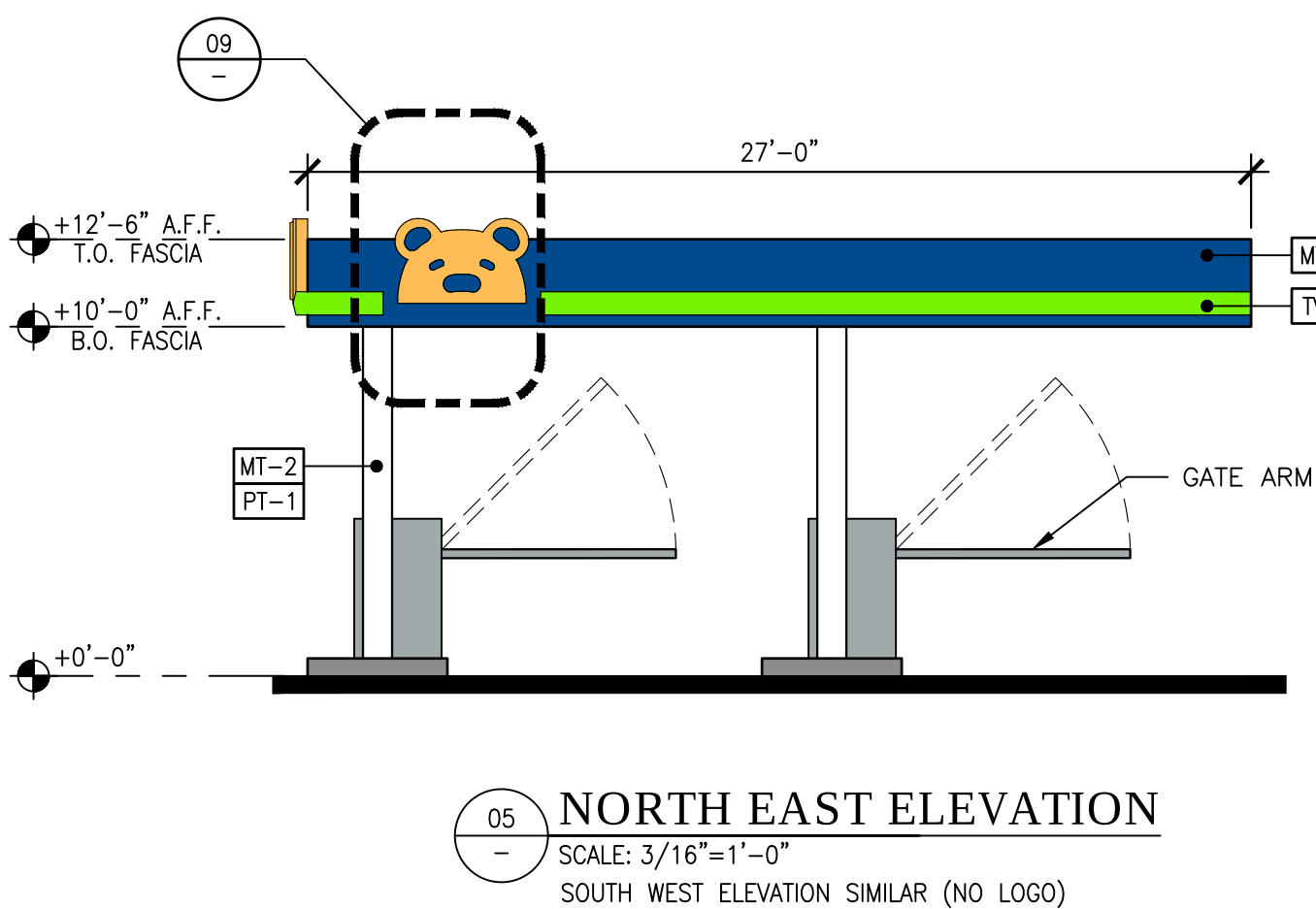
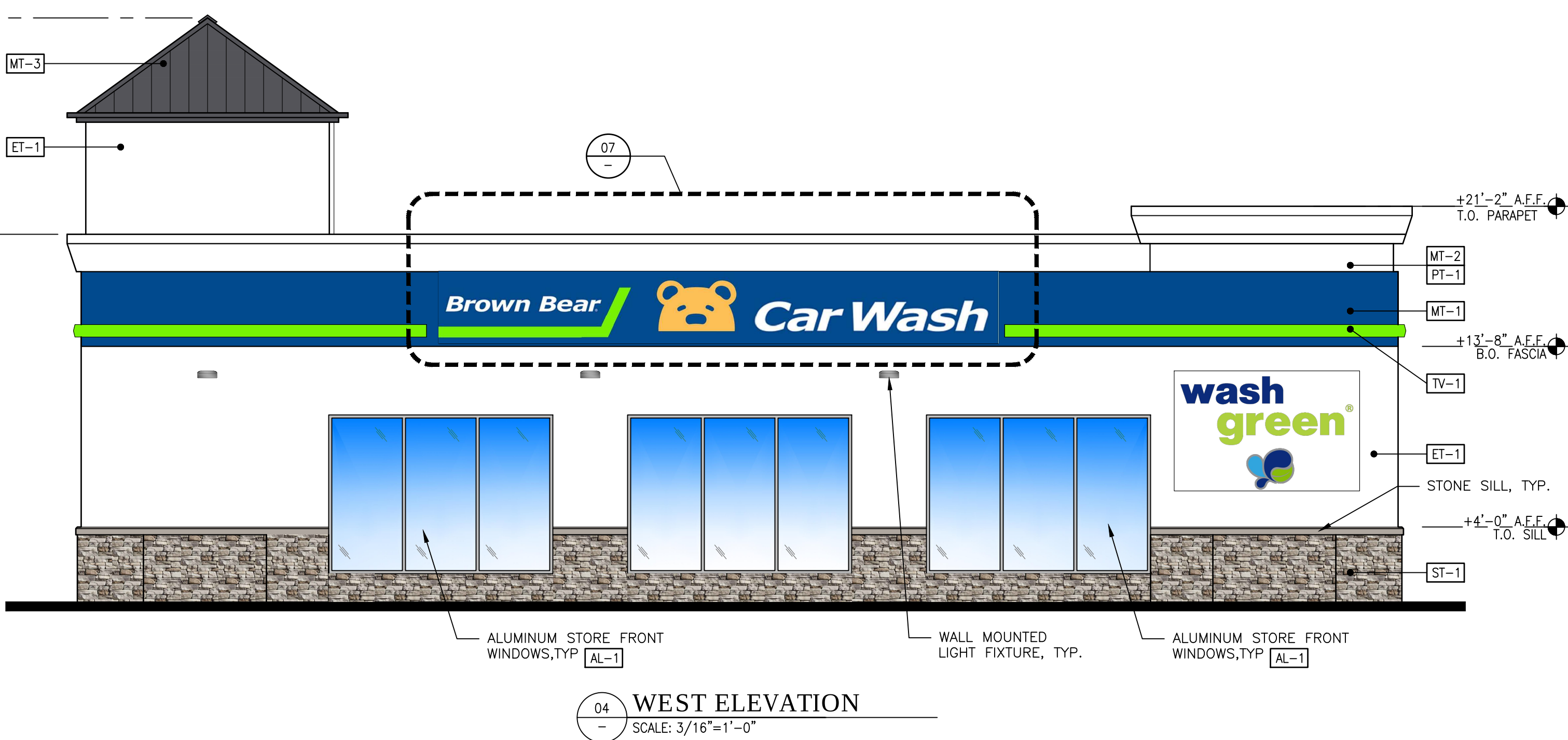
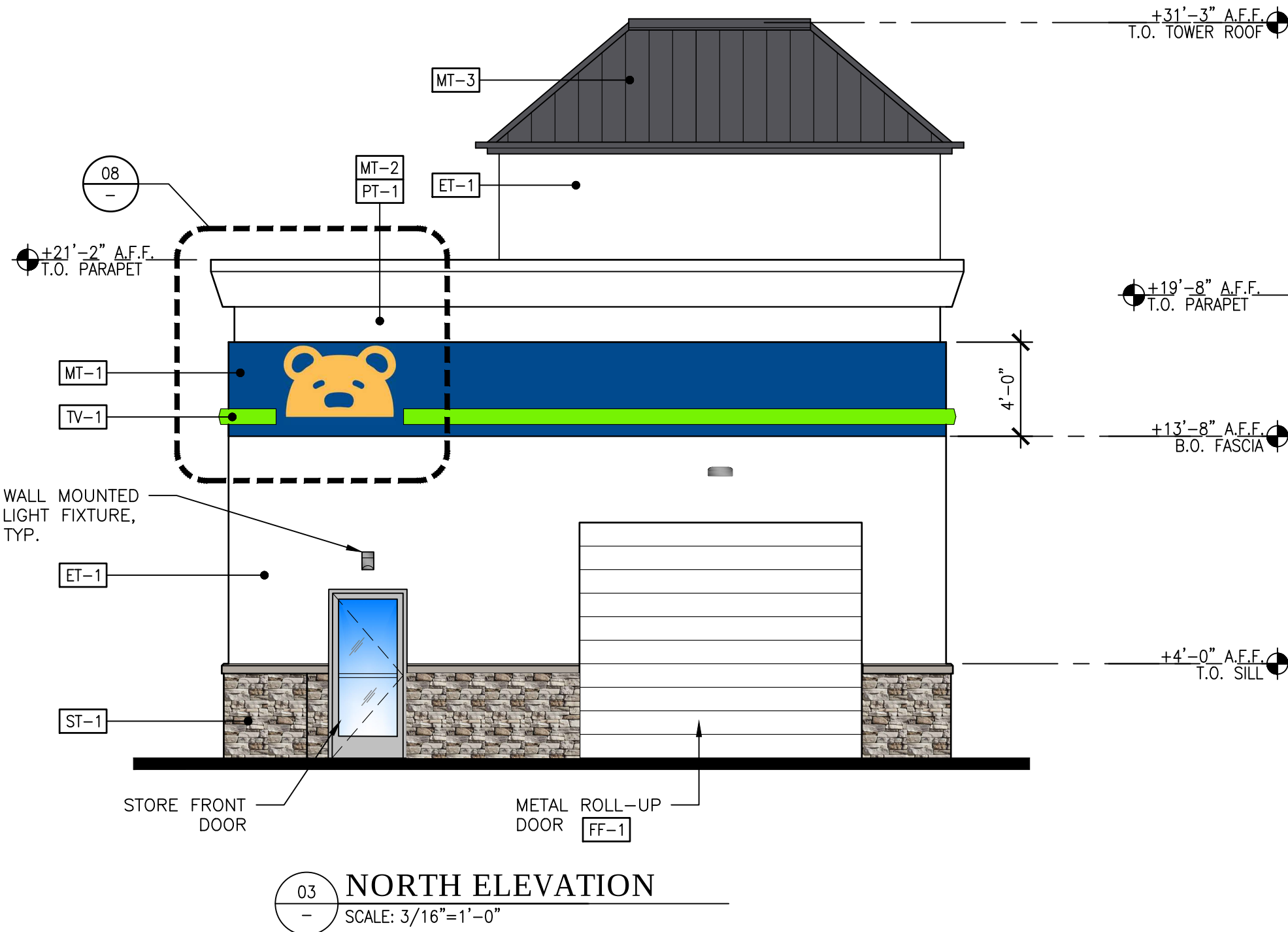
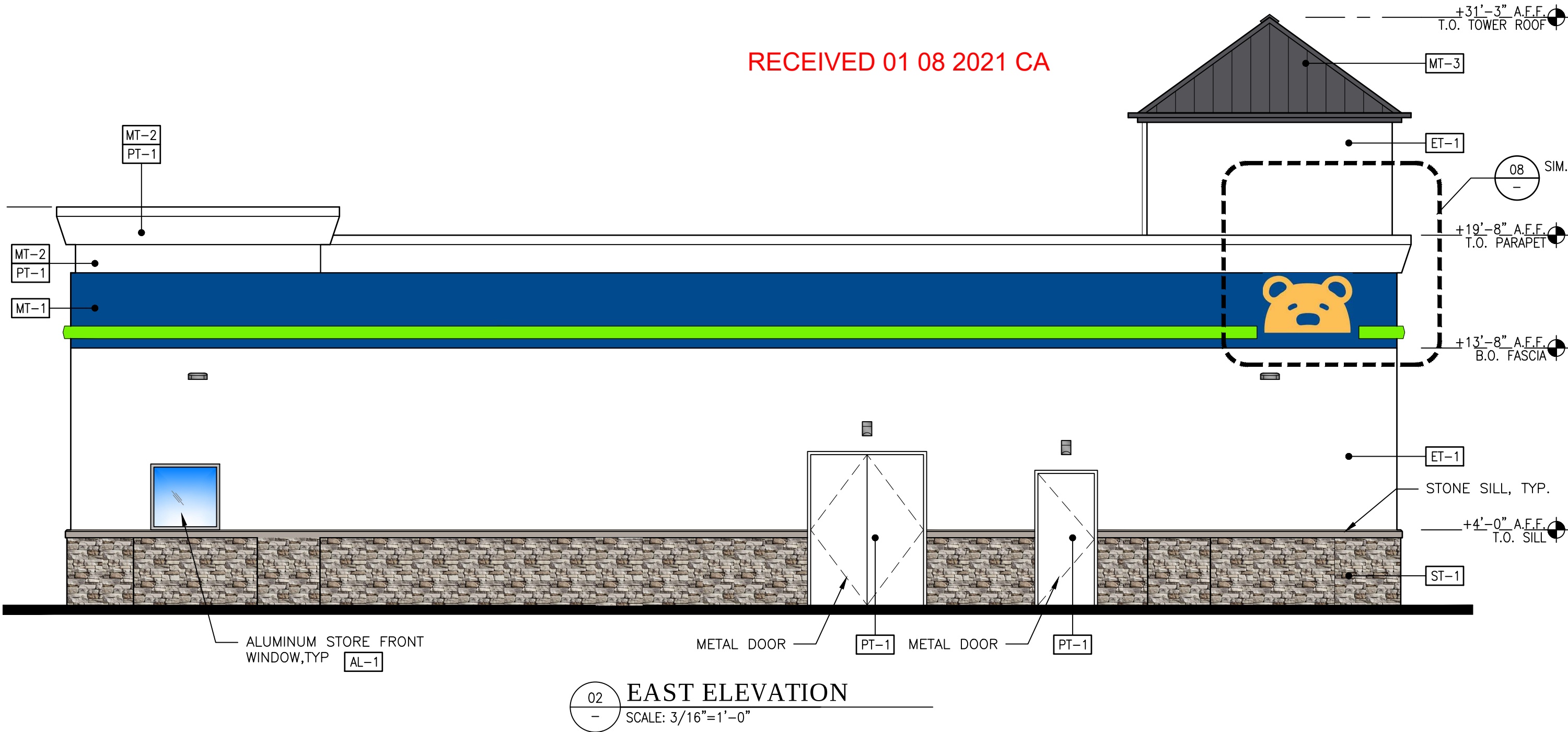
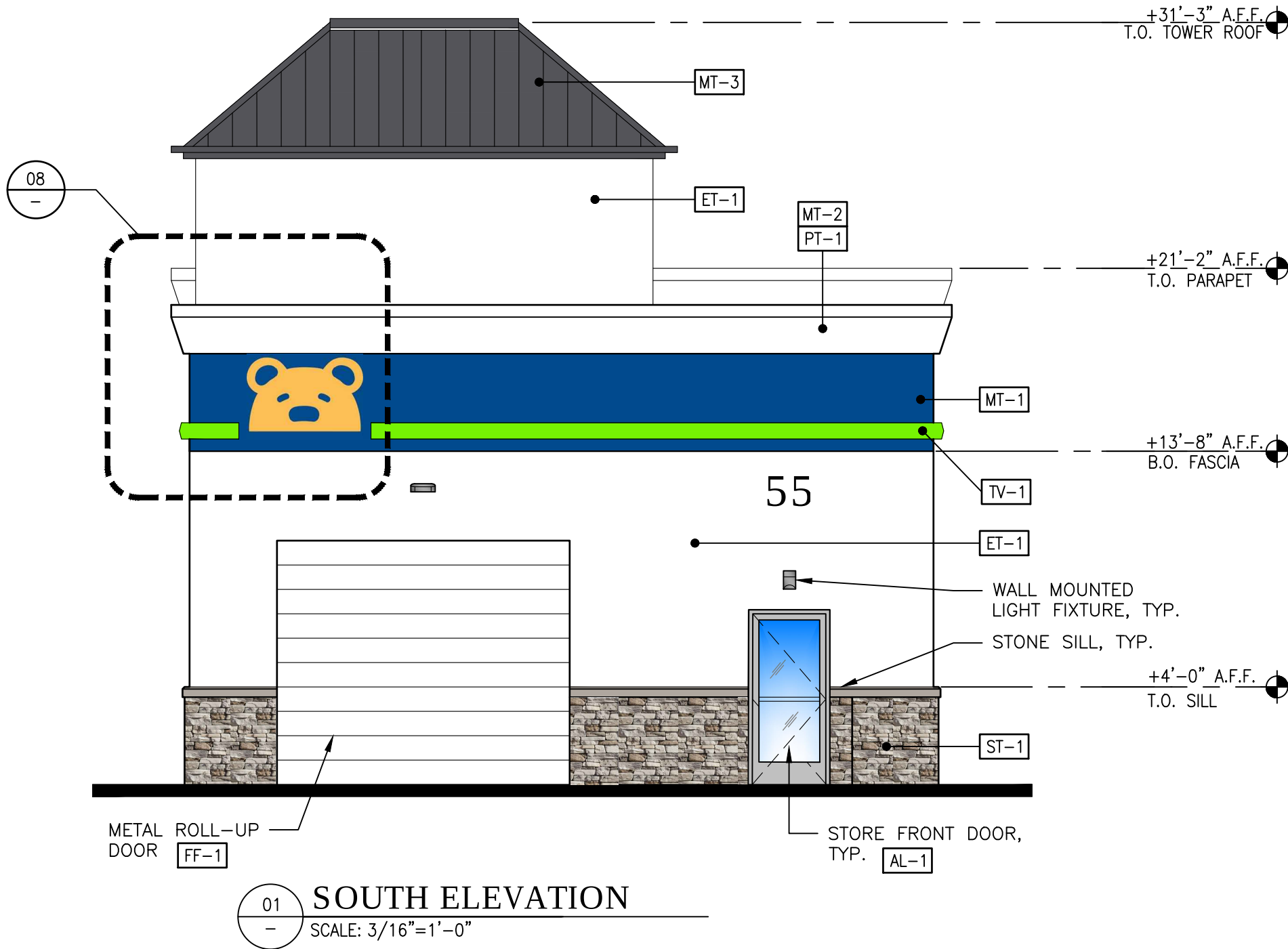
Designed
Drawn
Checked
Approved
Date
3/12/19

Barghausen
Consulting Engineers, Inc.
18215 72nd Avenue South
Kent, WA 98032
425.251.6222
barghausen.com



Job Number
20693
Sheet
CWA2.1
of

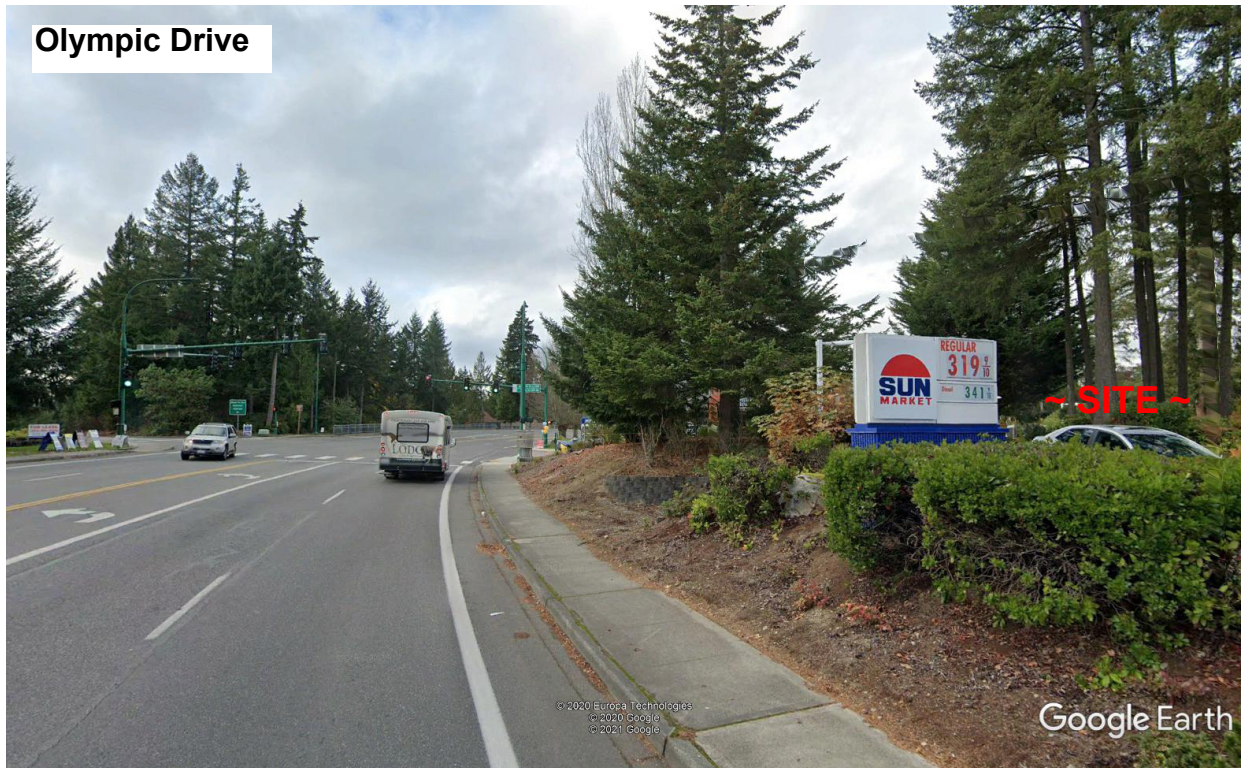
P:\20000\20693\preliminary\20693 CWA2.1 ELEVATIONS.dwg 11/13/2019 3:13 PM DSANTOS



BROWN BEAR LOGO
SCALE: 1/4"=1'-0" REQUIRED: 2

BROWN BEAR LOGO
SCALE: 1/4"=1'-0" REQUIRED: 2

EXHIBIT B



BARGHAUSEN

BCE# 21552
SITE PHOTOS

PHOTO EXHIBIT
BROWN BEAR CAR WASH
5115 Olympic Drive
Gig Harbor, Washington

32nd Avenue



32nd Avenue



BARGHAUSEN

BCE# 21552
SITE PHOTOS

PHOTO EXHIBIT
BROWN BEAR CAR WASH
5115 Olympic Drive
Gig Harbor, Washington



PRE-APPLICATION CONFERENCE DESIGN REVIEW BOARD

Brown Bear Car Wash

5115 Olympic Drive
Gig Harbor, Washington 98335

Prepared by:
Barghausen Consulting Engineers, Inc.

January 8, 2021

Our Job No. 21552

PRE-APPLICATION NARRATIVE

Brown Bear Car Wash

Prepared by:

Barghausen Consulting Engineers, Inc.

Our Job No. 21552

Date: January 8, 2020

Parcel Numbers	0221173081
Zoning District:	General Business (G-2)
Site Size:	1.66 acres
Address:	5115 Olympic Drive
Location:	NEC – Olympic Drive and 32nd Avenue Gig Harbor, Washington 98335

Project Overview

The project calls for the construction of a Brown Bear Car Wash consisting of a 3,328-square-foot tunnel wash with equipment room and 27- by 20-foot Auto Sentry canopy structure for unattended, point-of-sale transactions. Additional site improvements will include a new curb cut onto 32nd Avenue, trash enclosure, 11 vacuum stations, and a monument sign along Olympic Drive. The project will retain as many of the existing trees as feasible to accommodate the new improvements. The existing gasoline service station will be demolished.

The hours of operation for the car wash will be from 8:00 a.m. to 8:00 p.m. during summer hours and 8:00 a.m. to 7:00 p.m. during winter hours. The car wash will utilize an automatic conveyor system with an on-site attendant to help guide vehicles into the drive-through tunnel. The average wash cycle for the car wash is approximately 90 seconds, with the dryers operating for the last 30 seconds of the cycle. From an operations standpoint, the car wash plans for a maximum service rate of 55 vehicles per hour (VPH).

Access and Site Design

The project proposes to retain the existing curb cut onto Olympic Drive near the southeast corner of the subject property. An additional full-access driveway is proposed onto 32nd Avenue near the northwest corner of the subject property.

The car wash building will be located adjacent to the western property line fronting 32nd Avenue. The car wash will include a separated drive-through entrance that is accessed interior to the site upon entering the Auto Sentry on the south side of the car wash. The Auto Sentry will provide two (2) multimedia payment terminals that feature an intuitive user interface designed to create a better customer experience through the transaction process. There are 22 proposed parking stalls dedicated to vacuum stations with three (3) additional stalls for employee parking.

Tree Retention

The project proposes to retain the existing landscape island that is located near Olympic Drive. This landscape island contains approximately 19 significant trees that will be preserved. Additional trees within

the perimeter landscape strip abutting Olympic Drive will be retained as well. The property also includes significant trees on the north side of the property. The project proposed to retain the significant majority of these trees that are located beyond the proposed driveway entrance onto 32nd Avenue. The approximate locations of the existing trees are depicted on the enclosed Preliminary Site Plan for visual reference.

Architectural Design

The car wash will feature white concrete walls with blue metal fascia and a flat roofline. The west façade of the building will incorporate window glazing with direct views into the car wash tunnel from 32nd Avenue. The building will also feature a tower element on the west elevation oriented to 32nd Avenue that will provide articulation to the roofline. A parapet will outline the flat portions of the roofline. The primary colors of the car wash building and canopy will include blue, white, and green striping.

The project will also feature Brown Bear sculptures that are a form of public artwork and are popular in other communities in the Pacific Northwest. The sculptures will be provided near the street corner and within the existing landscape island that is oriented to face the driveway onto Olympic Drive. The sculptures will be incorporated as part of the landscape design for the project. Pictures of the Brown Bear sculptures are included on the enclosed color elevations for reference.

Alternative Design Review

The project requests relief from the stringent application of the City Design Manual (17.99.300.B) that requires 50 percent of the front façade to be located on the front setback line. Olympic Drive is considered the front property line for the purposes of applying this standard based on the definitions in the City's code that requires the shortest property line to be designated as the front property line. Adequate circulation to both the entrance and exit of the car wash is not feasible with the building located adjacent to Olympic Drive due to the shorter length of the property line. Additionally, the project would require the removal of all significant trees along the perimeter of Olympic Drive and within the existing landscape island that is in proximity to the right-of-way. The current proposal is designed with consideration to the natural character of the site, including the significant evergreen trees and topography.

The project requests relief from Section 17.99.380 of the City's Design Manual that requires no wall plane to be wider than two and one-half times the height of the wall plane. The proposed car wash tunnel is approximately 110 feet in length and 31 feet high as measured at its tallest point. The majority of the wall plane for the proposed tunnel wash is approximately 20 feet in height. Based on the length of the tunnel wash, the building would need to be at least 44 feet in height. The surrounding commercial area including the nearby shopping center developments primarily consist of single-story buildings that do not appear to be over 40 feet in height. We believe the mass and scale of the Brown Bear Car Wash to be compatible with these nearby commercial developments. However, the project is flexible on architectural design and welcomes feedback from the Design Review Board on acceptable solutions to ensure architectural compatibility with the community.

We believe the project can demonstrate that the current proposal meets the intent of the City's Design Manual and provides a superior design solution to what would otherwise be achieved by rigidly applying the specific standards. The project expects to seek approval through the Alternative Design Review process.

Conclusion

The proposed Brown Bear Car Wash will enhance the character of the General Business district. Brown Bear has a very positive reputation in the Pacific Northwest communities with well-maintained facilities known for providing exception service from friendly staff. The project will increase the quality of the current dilapidated property and positively impact the citizens of the surrounding community within Gig Harbor.

PRELIMINARY SITE PLAN

RECEIVED 01 08 2021 CA

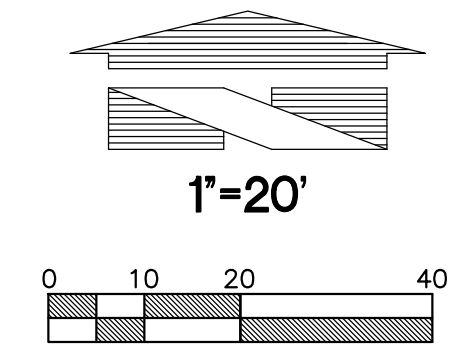


EXHIBIT D.

PRELIMINARY SITE PLAN
BROWN BEAR CAR WASH
5115 OLYMPIC DR
GIG HARBOR, WASHINGTON

Title:

CAR WASH ENTERPRISES, INC.
3977 LEARY WAY NW
SEATTLE, WASHINGTON 98107

For:

Scale:	Horizontal	Vertical
Designed	—	—
Drawn	—	—
Checked	—	—
Approved	—	—

**Barghausen
Consulting Engineers, Inc.**
18215 72nd Avenue South
Kent, WA 98032
425.251.6222 **barghausen.com**

Job Number
21552

Sheet
SP-1

File:P:\21000s\21552\preliminary\21552 SP-1.dwg Date/Time:11/13/2020 2:29 PM Scale:1" = 1' DWEDEL Xref: ----



INTEROFFICE MEMORANDUM

TO: CINDY ANDREWS
FROM: AMY HILLAND
SUBJECT: PRE-APPLICATION COMMENTS FOR BROWN BEAR CARWASH – 5115
OLYMPIC DRIVE, GIG HARBOR – PL-PREAPP-20-0037
DATE: DECEMBER 11, 2020

Applicable Codes

Your proposal to perform the following scope of work will be subject to the regulations contained in the Gig Harbor Municipal Code (GHMC) Titles 17, 18, and 19: demolish existing gas station, construct new car wash consisting of 3,328 sq.ft. tunnel wash with equipment room and 27x20 Auto Sentry canopy structure for unattended POS transactions, curb cut onto 32nd Ave, trash enclosure, 11 vacuum stations, and monument sign.

All GHMC references may be accessed online from the City’s website (www.cityofgigharbor.net) by clicking on the link to the Municipal Code from the home page. You may also obtain copies of these documents from the City for a fee. Please make yourself familiar with these regulations as the comments in this letter are intended only to highlight the most relevant or problematic code provisions for your project.

Comments on the proposal:

ZONING: TITLE 17

GHMC Chapter 17.36 General Business District (B-2) is the zoning classification for this site. The purpose of the B-2 district is to provide areas that offer a wide range of consumer goods and services. It is further intended to group buildings and business establishments in a manner that creates convenient, attractive and safe development. The products and services shall primarily be for sale on the premises only. All business shall be conducted within enclosed buildings, except for approved outdoor storage, display and dining areas. A car wash falls under a “vehicle wash” and is permitted in the B-2 zone.

B-2 General Business District Performance Standards:

17.36.050 – Site Plans: The site plan review process established under Chapter 17.96 GHMC shall apply to all uses and development within this district. The site plan review process is further described on page 3 of this memorandum.

17.36.055 – Maximum Gross Floor Area. The maximum gross floor area per retail structure is 35,000 square feet. The proposal submitted for the pre-application meeting meets this requirement.

17.36.060 – Minimum Building Setback Requirements:

- A. Front yard: 20 feet
- B. Side yard: 5 feet (interior yard); 10 feet (flanking street)
- C. Rear yard: 20 feet
- D. Separation between structures: 20 feet

The parcel is a corner lot, as it is situated at the junction of and bordering on two intersecting public rights-of-way. On a corner lot, the front lot line is the shorter lot line adjacent to a public street; the longer lot line adjacent to a public street is a side lot line.

17.36.070 – Maximum Impermeable and Hard Surface Coverage: In a B-2 District, the maximum impermeable surface coverage is 60 percent. The maximum hard surface coverage by all buildings, driveways, walkways and other similar hard surfaces shall be 70 percent. On properties that do not have suitable soils, as identified in the Preliminary Soils Report, the maximum impermeable coverage may be 70 percent. The differences between Hard and Impermeable Surfaces are defined in GHMC 17.04.408 and 17.04.420, respectively.

17.36.080 – Maximum Height of Structures: All buildings and structures shall not exceed a height of 35 feet as provided for in GHMC 17.99.370(D).

17.36.090 – Parking: Parking on private property shall be provided in connection with any permitted or conditional use as specified in GHMC 17.72. Two off-street parking spaces per service bay plus one space for every two employees. In addition, a stacking lane or lanes capable of accommodating a minimum of 10 percent of the projected maximum hourly throughput of vehicles for the vehicle wash shall be provided near the entrance to the wash bay(s). One car length within the stacking lane shall be equal to the length of a standard parking space.

17.36.100 – Signs: Signs may be allowed in conjunction with any permitted use and are subject to the provisions of GHMC 17.80.

17.36.110 – Loading Facilities: Off-street loading facilities shall be provided in accordance with the provisions of GHMC 17.72.

17.36.120(A) – Exterior Mechanical Devices: Air-conditioners, heaters, cooling and ventilating equipment, pumps and heaters and all other mechanical devices shall be screened.

17.36.120(B) – Landscaping: Landscaping is required and shall be installed in conformance with Chapter 17.78 GHMC and/or by conditions of approval of discretionary applications required by this title; such landscaping shall be maintained for the life of the project. In no event shall such landscaped areas be used for storage of materials, merchandise or parking of vehicles.

17.36.120(C) – Outdoor Storage of Materials: The outdoor storage of materials, including but not limited to lumber, auto parts, household appliance, pipes, drums, machinery or furniture, is permitted as an incidental or accessory activity of a permitted use or the principal feature of a conditional use. Such storage shall be screened by a wall, fence, landscaping or structure from surrounding properties and streets.

17.36.120(D) – Outdoor Display of Merchandise: The outdoor display of merchandise is limited to the area immediately along the building frontage a maximum distance of 12 feet from the building. Outdoor displays of merchandise on public right-of-way or sidewalks shall be regulated under the provisions of GHMC 12.02.

17.36.120(E) – Outdoor Lighting: Outdoor lighting shall conform to the standards of GHMC 17.99.350 and 17.99.460. Such lighting shall be shielded so that the direct illumination shall be confined to the property boundaries of the light source. Ground-mounted floodlighting or light projection above the horizontal plane is prohibited between midnight and sunrise. Temporary outdoor lighting intended to advertise a temporary promotional event shall be exempt from this requirement.

17.36.120(F) – Trash Receptacles: Trash receptacles shall be screened from view. Screening shall be complementary to building design and materials.

17.36.120(G) – Design: Development in the B-2 District shall conform to the design and development standards contained in Chapter 17.99 GHMC.

17.78 Landscaping and Screening. This proposal must comply with the standards provided in this section, which apply to all uses of land which are subject to site plan review. Please note that according to GHMC 17.78.080, standards of this section apply to paved service areas. The vacuum services areas would be considered paved service areas. Under GHMC 17.78.100, the director may authorize modification of the landscape requirements when alternative plans comply with the intent of the landscaping chapter and the criteria within this section. The Design manual contains additional landscaping requirements.

17.96 Site Plan Review:

GHMC 17.96.020 – Applicability: In this section it states, “the provisions of this chapter shall apply to all changes of use, new construction, expansion or alteration of the use of land unless expressly exempted by this chapter. No use shall be established, no structure erected or enlarged, and no other improvement or construction undertaken except as shown upon an approved site plan which is in conformance with the requirements set out in this title.” Because this proposal includes new construction, the proposal necessitates a site plan review and the provisions set forth in GHMC 17.96 shall apply.

GHMC 17.96.030(B) – Major Site Plan Review. The proposal is not listed as an exemption under GHMC 17.96.025 and is not classified as a minor site plan review under GHMC 17.96.030(A). The proposal falls under GHMC 17.96.030(B)(1)(e) which specifies that major site plan review shall apply to “establishment of a new use or change of use which is not located

in an existing building;.” Therefore a **major site plan review application** must be submitted to process this proposal.

According to GHMC 17.96.030(B)(1), applications for major site plan review are processed as a Type II project permit application. The process for a Type II is outlined in GHMC Title 19. In addition to a major site plan review application, additional applications will be required as described in the body of this email. Therefore, please note that GHMC 17.96.030(C) allows applications to be processed collectively under the highest numbered procedure for any application unless the applicant chooses to have each application processed individually following the permit processing procedures in GHMC 19.01.002(B). This option is available on the application.

GHMC 17.96.050 outlines the contents of a complete site plan review application which should be carefully reviewed and adhered to during application submittal. Among these requirements are GHMC 17.96.050(A), GHMC 17.96.050(I) and 17.96.050(J). GHMC 17.96.050(A) necessitates an Environmental Checklist when required (see page 7 of this memorandum), GHMC 17.96.050(I) requires a Landscape Plan is required. GHMC 17.96.050(J) necessitates submitting a **design review application** meeting the applicable requirements of GHMC 17.98.040.

17.98 Design Standards and Review: In addition to the provisions set forth in GHMC Section 17.96.050(J), design review applicability is addressed in GHMC 17.98.030 as follows: “Chapter 17.99 GHMC, Design Manual, applies to all proposals...to build, locate, construct, remodel, alter or modify any façade on any structure or building or other visible element of the façade of the structure or building or site...Design review approval is required for all outdoor proposals which require a building permit, or which are part of a project or development requiring a site plan, subdivision, conditional use permit or utility extension agreement.” As 17.96.050(J) describes, GHMC 17.98.040 outlines the contents of a complete design review application which should be carefully reviewed and adhered to during application submittal. GHMC 17.98.045 provides a list of the different types of review processes available dependent on whether the applicant prefers to bring an item to the design review board. Staff can discuss these in more detail if needed.

17.99 Design Manual: The proposed project must comply with the Gig Harbor Design Manual, GHMC Chapter 17.99. Projects which are subject to the provisions of the Design Manual are analyzed by means of a Design Review application as previously described. In addition to the design review application, please provide completed **design review checklist**, which is included with this memorandum. The checklist is completed by marking the appropriate box next to each standard. If you wish to take an item to the Design Review Board (one of the options listed under 17.98.045 as previously described) please mark the box to the left of the standard in the column labeled “DRB”.

Below are only some of the design review requirements that are applicable to your project, as proposed.

17.99.100 –Activity Center Standards: As defined in GHMC 17.99.080, the proposed location is located in the Olympic Drive/Point Fosdick Drive interchange identified as an activity center. Therefore, the standards listed in this section apply to the proposed development.

17.99.140 – Parkways: As defined in GHMC 17.99.120, Olympic Drive is a parkway. IAW GHMC 17.99.140, the following standards apply to all parcels having frontage on defined parkways: reflect mass, scale and height of adjacent structures, and; avoid chain link fencing.

17.99.240 – Natural Site Conditions: All items in this section apply to the proposed project. Please note that for nonresidential development, at least 25% of significant trees (defined under 17.99.590) shall be retained as specified under GHMC 17.99.240(D). A tree survey will be required.

17.99.260 – Primary Walkway Standards: A primary walkway is the main pedestrian walkway which connects a building’s entrance to the public right-of-way. Primary walkways are required for all nonresidential development.

17.99.270 – Secondary Walkway Standards: Secondary walkways are those that provide for pedestrian movement between buildings without depending upon parking lots or landscape areas for such movement. Secondary walkways are required for all nonresidential and multifamily development.

17.99.280 – Outdoor Common Areas are required in conformance with this section.

17.99.300 – Nonresidential Setbacks.

According to 17.99.300 (A), development shall comply with setbacks defined for each zone. The property is categorized as a corner lot. “Corner lot” means a lot situated at the junction of and bordering on two intersecting public rights-of-way. On a corner lot, the front lot line is the shorter lot line adjacent to a public street; the longer lot line adjacent to a public street is a side lot line (GHMC 17.04.470). In this case, the front lot line would be along Olympic Drive and the side lot line would be along 32nd Avenue. Under B-2 zoning district, 32nd street is also considered a flanking street.

According to 17.99.300(B), at least 50 percent of the primary structure’s front façade shall be placed on the front setback line (except in the historic district or unless retention of significant tree(s) warrants an increased setback), determined to be along Olympic Drive.

17.99.330 – Parking Lot Standards: In addition to the provisions set forth in GHMC 17.72 (described on page 6 of this memorandum), proposed parking shall comply with GHMC 17.99.330.

17.99.350 Outdoor Lighting Standards are required in conformance with this section.

17.99.380 – Mass and Scale: The standards described in GHMC 17.99.380 are applicable to all nonresidential and multifamily residential development. Their purpose is to break large structures down into smaller building modules and ensure that each module's proportions are consistent with the existing pattern of development in Gig Harbor. Prominent facades (defined in the glossary 17.99.590) shall have no wall plane wider than two and one-half times the height of the wall plane. If a new wall plane is required to achieve compliance with this requirement, it must be offset by at least six feet. Wall and roof surfaces shall be broken down into smaller planes using substantial shifts in building footprints which result in substantial horizontal and vertical shifts in rooflines. Avoid a false-front look on building exteriors; exterior walls and roof forms shall be a true reflection of interior space. To avoid a truncated appearance, all structures shall have a visual "cap." This may be achieved with either a pitched or flat roof if designed according to the options detailed in GHMC 17.99.380(D). For example, flat roof designs must include cornices of a certain dimension under GHMC 17.99.380(D)(4).

17.99.400 – Prominent Facades: All building facades prominently visible from public waterways, rights-of-ways or streets providing primary access to the site or from any customer or client parking or pedestrian area within a defined activity center shall meet façade requirements. Prominent facades shall not be blank walls and shall reflect the same design and detailing which typify the building's front including roof design, window proportion, façade variation and building materials.

17.99.410 – Windows and Doors: Maintain balance in the placement of windows; multiple windows on a single wall plane shall be spaced and aligned with other windows and doors on the same wall plane. Conform to the solid/void ratio requirements. Generally, windows and doors shall constitute at least 25-30% of prominent façade wall planes. Mirrored glass is prohibited.

17.99.420 – Siding and Trim: Use siding materials that convey the same visual qualities as wood, brick, stone, stacked masonry or other unspecified materials. Siding materials are limited to horizontal lap siding made of wood or cement-like materials; shingles made of cedar or cement-like materials; board and batten, brick, stone, non-scored, split-faced or ground-faced block (CMU). Stucco, terra-cotta, concrete, spandrel glass sheet siding, corrugated panels and smooth-faced or scored concrete block may be used as accent materials, not to exceed 20% of any given façade. Standing seam metal siding with separately attached battens (with proportions similar to board and batten siding) may be used in gables only, or on up to 20 percent of any given façade.

17.99.430 – Roofing Materials: Use roofing materials which provide texture and shadow lines. Cedar shingles, architectural grade asphalt shingles, tile, slate, and standing-seam metal roofs are allowed. Other roofing materials are prohibited except on roofs having slopes less than 1/12. Avoid bright-colored or reflective roofing materials. Limit roofing color to darker earth tone and forest colors. Forest greens, charcoal or medium grays and dark clay colors are allowed. Do not use clay colors that look red or purplish in sunlight.

17.99.440 – Design Details: Architectural details related to awnings, visual continuity, and the avoidance of architectural gimmicks is more fully described in GHMC 17.99.440(A) through

17.99.440(E) and shall be incorporated in the design of the proposed project, as applicable. Note that 17.99.440(D) states that service bays shall not be visible from public streets.

17.99.450 – Color: Keep field colors subdued; avoid bold or bright trim colors; limit bright colors to finer architectural details; avoid painting factory colors of stone and brick.

17.99.460 – Lighting standards are required in conformance with this section.

ENVIRONMENT: TITLE 18

18.04 Environmental Review (SEPA): The proposal does not fall under a categorical exemption under Part Nine of WAC 197.11 (197.11.800), and therefore, **an Environmental Checklist is required.** The proposal states that the existing gas station will be demolished. Due to the existence of underground storage tanks (UTS), staff requests that the applicant provide any plans to remove the tanks and if so, the size of UTS. The Department of Ecology (DOE) will be consulted as part of the review and it is highly advised that the applicant contact DOE for specific requirements.

18.08 Critical Areas: According to GHMC Section 18.08.034(A), all development in critical areas and their buffers, whether on public or private property, shall comply with the requirements of this chapter. In the project narrative, please confirm whether the proposed project is within a critical area and/or within associated buffers. If so, a critical area review will be required in accordance with this chapter.

Questions:

The applicant prepared a project description dated November 17, 2020 as part of the preapplication conference submittal materials. A number of development-related questions were posed to city staff in the letter. The following questions were specifically related to Planning and Land Use:

- 1. Please describe the land use approval process for entitlements, including submittal requirements, fees, any relevant appeal processes, public meetings and/or hearings, as well as the projected timeframe for plan review.*

Submittal Requirements: Cindy Andrews, planning technician, will provide you with instructions on submittal.

Fee Schedule: See page 8 of this memorandum.

Appeal processes and public meetings: A major site plan review is a type II permit application. A design review application depends on whether an applicant is seeking an administrative design review (Type I permit) or an alternative design review application (Type II). If the applicant wishes to take an alternative design review application to the Design Review Board, those meetings are open to the public. Permit types, approval process and appeal information for each type of permit are listed in GHMC Chapter 19.

Relative to permit processing time, the time period for decisions on land use permit applications is described in GHMC 19.02.007(B). Applicants can aid in the speed of the permitting process, to some degree, by ensuring that complete applications are initially submitted and that any subsequent request for additional information or plan corrections are responded to and resubmitted expeditiously. However, no action on behalf of the applicant shall supersede the time period for land development permit decisions outlined in GHMC 19.02.007(B).

2. *Should your preliminary review indicate the need for any variances or administrative exceptions, please provide details on the process itself, including applicable criteria.*

Variances and administrative exceptions are described in GHMC 17.66. The applicant is responsible for requesting variances as they apply under this section of the code. Please note that deviations from design criteria, depending on the request, would be considered under an alternative design review and may need to go before the Design Review Board as described in GHMC 17.98.

3. *Please provide and/or confirm all development standards applicable to this project, including but not limited to, setbacks and height limits, parking and circulation requirements, sign regulations, and landscaping standards.* See body of memorandum.
4. *Please review the enclosed color elevations and provide comment on any additional upgrades or modifications that may be required.* Provided in this memorandum are sections of the code and design manual as they pertain to elevation and color. As proposed, the elevations and color do not strictly conform to the specific requirements of Chapter 17.99 GHMC. Therefore, the applicant may consider an alternative design review described in 17.98.
5. *Please identify any approvals required by this project which are sourced from other agencies with jurisdiction over this project, such as state or regional authorities and any special districts.* An environmental checklist for SEPA review will be required as part of the application. This checklist will be sent to state and regional authorities for their comments, including the Department of Ecology. A list of agencies will be provided to the applicant. That being said, however, it falls upon the applicant to determine any other requirements from state and regional authorities.
6. *Please identify staff from each department who will be available to answer questions regarding process and approvals on this project and provide contact information.* Contact information will be provided at the end of the pre-application meeting.

Land Use Application fees are listed in section B of the Gig Harbor Fee Schedule. A fee schedule will be provided after the pre-application meeting. The following planning fees are provided for estimation purposes only and assume all necessary permit applications will be processed concurrently. Additional applications may be required dependent on final proposal. Please contact City staff prior to application submittal to confirm the applicable fees.

Major Site Plan Review - \$5,297.00

Design Review Application – For a DRB recommendation, the fee is \$104.00 per 1,000 square feet.

Environmental Review checklist: \$510.00

Please see the attached application forms and checklists for the application requirements.

“Neither the discussions at the conference nor the information provided on the form sent by the director to the applicant under 19.02.001 (C) shall bind the director in any manner or prevent the director’s future application or enforcement of all applicable codes, ordinances, and regulations.” 19.02.001 (D) GHMC

Public Works Department

Memo

To: Michelle Thomas, Planning Technician

From: Amy Londgren, Engineering Technician

cc: Planning Division pre-app folder

Date: December 16, 2020

Re: Brown Bear Pre-application Conference PL-PREAPP-20-0037, Parcel No. 0221173081, 5115 Olympic Drive, Gig Harbor, WA 98335

The City of Gig Harbor Public Works Department has reviewed the Brown Bear Car Wash proposal scheduled for a pre-application conference on December 16, 2020. This cursory review has been completed to assist with site planning purposes only, and has generated the following comments:

General

These comments do not constitute a comprehensive review or approval by the Public Works Department. Additional requirements to meet the most current City of Gig Harbor Public Works Standards (Standards) and all technical manuals adopted by the Standards and the Gig Harbor Municipal Code (GHMC) will apply to this proposal.

- A preliminary engineering checklist (Land Use Intake) is provided with these comments to assist with developing the plans necessary for preliminary Engineering approval.
- At the time of the Land Use Intake submittal, preliminary civil plan sets shall be designed at 1" = 20' scale.
- The Stormwater Manual's "Redevelopment" flow chart is provided with these comments to assist with developing the plans necessary for preliminary Engineering approval.

Public Works Standards Chapter 2.000 Transportation

All street and transportation infrastructure requiring demolition or removal for this work and located within the public right of way shall be designed and constructed in accordance with the standards and requirements defined in the most current Public Works Standards. This includes but is not limited to:

Section 2B.025 Access Management**(B.) Access Spacing**

Existing access on both sides of the roadway shall be analyzed to determine proper location for a new access for this project.

Additionally, the existing driveway access on Olympic Drive shall be analyzed for compliance with intersection spacing requirements (Olympic Drive?38th Avenue intersection).

All accesses shall be designed in accordance with the Institute of Transportation Engineers (I.T.E.) "Transportation and Land Development" Manual, 2nd Ed.

(C.1., 5.) Commercial Driveways

- **Access to a public roadway shall be limited to one commercial driveway connected to lowest roadway classification for each tract of property separately owned. Property fronting more than one public roadway may be permitted an access to each public roadway if the City's Traffic Report supports multiple accesses and with the approval of the City Engineer. Properties contiguous to each other and owned by the same by the same person are considered to be one tract.**
- **Commercial driveway widths and throat length shall be designed by in accordance with the I.T.E. Manual, Chapter 7.**

Section 2B.080 Roadway Frontage Improvements

Roadway frontage improvements shall be installed along the entire public right-of-way frontage of the property, from centerline to right-of-way line when the following has occurred:

- Project received site plan, PRD, PUD, preliminary plat, or preliminary short plat approval
- Property has existing commercial or multi-family building(s) to which alterations or improvements will cost 25 percent or more of the existing structure(s) value(s).

Roadway widening or asphalt overlay associated with frontage improvements shall have a minimum new pavement width of one travel lane to the centerline of the roadway. Refer to Standard details 2-01 to 2-08 for specific roadway section lane widths and required frontage improvements.

Section 2B.150 Intersection Sight Distance

Sight distance at all intersections of both public and private roadways and driveways shall meet AASHTO's Policy on Geometric Design of Highways and Roadways, 6th Ed., Section 9.5. Additionally, the WSDOT Design Manual sight distance criteria can be used for low-volume local roads and driveways with prior approval of the City Engineer.

Gig Harbor Municipal Code Chapter 14.20 Stormwater Management

Section 14.20.040 Adoption of Technical Manual

The Gig Harbor Stormwater Management and Site Development Manual, most recent version, the "manual", is adopted as the City's manual for controlling runoff from new development, redevelopment and construction sites.

Stormwater Management and Site Development Manual

Volume 1 Minimum Technical Requirements and Site Planning

Chapter 1 – Introduction

Section 1.6.1 Best Management Practices

The primary purpose of using BMPs is to protect beneficial uses of water resources through the reduction of pollutant loads and concentrations, through reduction of discharges (volumetric flow rates) causing stream channel erosion, and through the reductions in deviations from natural hydrology.

The Manual discusses: **construction stormwater BMPs (Volume II)**, **flow control BMPs (Volume III)**, **source control BMPs (Volume IV)**, **treatment BMPs (Volume V)**, and **Low Impact Development – LID (Volume III)**.

Chapter 2 - Minimum Requirements for Redevelopment

Section 2.3.2 Redevelopment

All redevelopment shall be required to comply with Minimum Requirements #2 and #4.

The following redevelopment shall comply with Minimum Requirements #1-#5 for the new and replaced hard surfaces and the land disturbed:

- Results in 2,000 SF or greater of new plus replaced hard surface area, or
- Has land disturbing activity of 7,000 SF or greater

The following redevelopment shall comply with Minimum requirements #1-#10 for the new hard surfaces and converted pervious areas:

- Adds 5,000 SF or more of new hard surfaces
- Converts $\frac{3}{4}$ acres, or more, of vegetation to lawn or landscaped areas
- Converts 2.5 acres, or greater, of native vegetation to pasture.

Redevelopment projects have the same requirements as new development projects in order to minimize the impacts from new surfaces. To not discourage redevelopment projects, replaced surfaces are not required to be brought up to new stormwater standards unless the noted cost or space thresholds are exceeded. As long as the replaced surfaces have similar pollution-generating potential, the amount of pollutants discharged shouldn't be significantly different. However, if the redevelopment project scope is sufficiently large that the cost or space criteria noted above are exceeded, it is reasonable to require the replaced surfaces to be brought up to current stormwater standards. This is consistent with other utility standards.

Section 2.4 Minimum Requirements

This section of the manual describes the 10 minimum requirements for stormwater management at development and redevelopment sites which include:

1. Preparation of stormwater site plans, 2. a construction stormwater pollution prevention plan (SWPPP), 3. source control of pollution, 4. preservation of natural drainage systems and outfalls, 5. onsite stormwater management, 6. runoff treatment, 7. flow control, 8. Wetlands protection, 9. operation and maintenance, 10. financial liability

Chapter 3 – Drainage Control Plan and Abbreviated Plan Requirements

Section 3.1 describes which submittals are required based on project thresholds

Section 3.2 describes Abbreviated Plans

Section 3.3 describes Drainage Control Plans

Water

This project is located outside of the City's water service area and in the private water purveyor Rainier View Water Company's system.

Public Works Standards Chapter 5.000 Sanitary Sewer

Section 5A.010 General

Any extension of Gig Harbor's sanitary sewer system shall be approved by the City Engineer and shall conform to requirements of:

- City of Gig Harbor's Comprehensive Wastewater Plan
- Tacoma-Pierce County Health Department
- Department of Ecology
- Department of Health

The owners of all new houses, buildings, structures, or other uses of property with human occupancy shall be required to connect the improvements on their properties to a public sanitary sewer, except as provided in GHMC 13.28.100 (E.).

Section 5A.011 Grease Interceptors

Car washing facilities and/ or other businesses shall install industrial interceptors and separators if handling liquid wastes containing:

- Grease and flammable wastes
- Sand and solids
- Acid or alkaline substances

Section 5B.020 Gravity Sewer Design Standards

The design of any sewer extension/connection shall conform to City Standards and Department of Ecology's Criteria of Sewage Works Design. The layout of extensions shall provide for the future continuation of the sewer system.

New gravity sewer systems shall be designed on the basis of an average daily per capita flow of sewage in accordance with Chapter 3 of City of Gig Harbor's Wastewater Comprehensive Plan. Sewer main sizes shall be verified by a preliminary sewer hydraulic report to provide adequate sewer flows. The analysis shall be stamped by a Professional Engineer licensed in the state of Washington. Laterals and sub mains should be designed to carry not less than 400 gallons daily per capita contributions.

Section 5B.030 Gravity Sewer Mains (A.)

Gravity sewer mains shall be sized for the ultimate development of the tributary area as described in the most current City of Gig Harbor Wastewater Comprehensive Plan. Nothing shall preclude the City from requiring the installation of a larger sized main if the City determines a larger size is needed to meet the requirements for future service.

Section 5B.040 Connection to Existing System (E.)

All multi-family, commercial and industrial sewer lateral connections shall be made at the manhole. A manhole shall be installed if one is not available. All new connections to existing manholes shall be channeled to meet existing flow line. If incoming slope is such that unusual turbulence is created, the manhole shall be armored and coated to protect.

Gig Harbor Municipal Code Title 19 Administration of Development Regulations

Chapter 19.10 Concurrency Management

Article III. Capacity Evaluations, Section 19.10.010

- (A.) Capacity Reservation Certificates. CRC will not be issued except after a capacity evaluation performed pursuant to Article V of this chapter, indicating that capacity is available in all applicable road facilities and/or within the city's water or sewer system. (Ord. 1044 § 1, 2006; Ord. 862 § 1, 2001; Ord. 818 § 1, 1999. Formerly 19.10.009).

Article IV. Submission and Acceptance of Application, Section 19.10.011

- (A.) An application for a CRC and the application for the underlying development permit, or other activity, shall be accompanied by the requisite fee, as determined by city council resolution. An applicant for a CRC shall submit the following information to the director, on a form provided by the director together with a development application:
1. Date of submittal
 2. Developer's name, address and telephone number
 3. Legal description of property as required by the underlying development permit application together with an exhibit showing a map of the property.
 4. Proposed use(s) by land use category, square feet and number of units.
 5. Phasing information by proposed uses, square feet and number of units, if applicable.
 6. Existing use of property.
 7. Acreage of property.
 8. Proposed site design information, if applicable.
 9. For transportation CRC applications only: A preliminary site plan, which is a plan showing the approximate layout of proposed structures and other development, type and number of dwelling units, type and number of nonresidential building areas with gross square footage, the land use codes per the most recent edition of Trip Generation from the Institute of Transportation Engineers (ITE), and an analysis of the points of access to existing and proposed roadways.
 - a. A Level 1 Traffic Impact Analysis shall be submitted for any project generating 11 or more PM Peak hour trips ((4-6PM, weekdays); or
 - b. Project requires SEPA;
 - c. Other conditions that require this level of analysis
 - d. A Level 2 Traffic Impact Analysis shall be submitted if the project generates more than 15 PM Peak hour trips
 - e. The City has required an environmental assessment or environmental impact statement
 - f. A rezone is proposed
 - g. Traffic problems exist in the project area as identified by the City or previous traffic study
 - h. Adjacent neighborhoods are perceived to be impacted
 - i. The current or projected level of service (LOS) of the roadway system in the area of the project is perceived to be significantly affected
 - j. The new development may affect the implementation of the roadway system outlined in the Transportation Element.
 - k. The original TIA is more than 2 years old or the proposed land use intensity increased by more than 10%.

- l. The “new development” is within an existing or proposed transportation benefit area. This may include Latecomer Agreements, Local Improvement Districts (LIDs), or local/state transportation improvement areas.
- m. The “new development” generates more than 25% of site-generated peak hour traffic through a signalized intersection or the critical movement at an un-signalized intersection.
- n. Other conditions that require additional study as determined by the City Engineer.

Be aware, any development generating more than one PM Peak hour trip shall pay the City a fee to generate a traffic report run through the City’s traffic model to determine if capacity is available on City roadways with the proposed project. The base fee is \$2,000.00 for 2-50 trips and increases from that point.

- 10. The applicant’s proposed mitigation (if any) for the impact on the city’s transportation facilities.
- 11. Written consent of the property owner, if different from the developer.
- 12. Proposed request of capacity by legal description, if applicable.
- 13. For water and sewer CRC applications only: Water and sewer hydraulic reports prepared, stamped and signed by a licensed professional engineer in the state of WA, which shall include the purposes for which the water and sewer are required.
- 14. Stormwater drainage report prepared, stamped and signed by a licensed professional engineer in the state of WA.

Impact Fees, General Facility Charges, Fees, Agreements, Permit, Bonds

Prior to the release of approved civil plans and building permits, all applicable fees, bonding, and permits must be satisfied. This includes, but is not limited to:

- Transportation Impact Fees (GHMC 19.12.050 (C.))
 - Commercial/Multi-family units, \$5,071.00 per PM Peak hour trip
- Stormwater General Facilities Charge (GHMC 14.10.055)
 - \$1,770.00 per unit **Net new impervious surface area for redeveloped site**
- Sewer General Facilities Charge (GHMC 13.32.060)
 - 1 sewer ERU: \$9,640.00
- Engineering Plan Review Fees (Public Works Standards sect 1.070)
- Construction Inspection Fees (Public Works Standards sect 1.070)
- Sanitary Sewer Facilities Maintenance Agreement (City form)
- Stormwater Facilities Maintenance Agreement (GHMC 14.20.130)
- Performance Bond (GHMC 12.06.010 B)
- Maintenance Bond (GHMC 12.06.010 A)
- Encroachment Permit (GHMC 12.02.010) applies only for work in the right-of-way



INTEROFFICE MEMORANDUM

TO: AMY HILLAND - ASSOCIATE PLANNER
FROM: DAVID BOYER - BUILDING INSPECTOR/PLANS EXAMINER
SUBJECT: PRE-APPLICATION PL-PREAPP-20-0037
BROWN BEAR CAR WASH
5115 OLYMPIC DRIVE, GIG HARBOR, WA 98335
DATE: DECEMBER 16, 2020

Project Summary

This pre-application conference is for the development of a Brown Bear Car Wash consisting of a 3,328-square foot tunnel wash with equipment room and 27- by 20-foot canopy structure for unattended, point-of-sale transactions. The car wash will feature concrete walls with metal fascia and a flat roofline. There are twenty-two (22) proposed parking stalls dedicated to vacuum stations with three (3) additional stalls for employee parking. The existing gasoline service station will be demolished.

A preliminary site plan was submitted along with schematic elevations of the car wash and a narrative.

Specific Fire Code Questions

- a. Please discuss the adequacy of current hydrants and the need/location for additional hydrants.

RESPONSE: The location of the existing fire hydrant appears adequate. If the fire hydrant fails to produce the required fire flow, a fire sprinkler system could be required.

- b. Please confirm the adequacy of fire flow and/or water supplies for fire-fighting needs.

RESPONSE: It is anticipated that fire flow test will demonstrate adequate fire flow.

- c. Please identify any requirements for special alarm systems and/or sprinklers, as well as any permitting requirements.

RESPONSE: Based on the provided narrative alone, there is insufficient information to determine if a fire sprinkler system or fire alarm system would be required.

Specific Building Code Questions

- a. Please provide or confirm the applicable codes enforced by the City and any specific design elements such as seismic zones, wind load, and snow load standards.

RESPONSE: See General Comments for Code Applicability. Seismic Design Category is D2. The Wind Speed to be used in determining the design wind loads for buildings shall be 110 mph. Ground and roof snow is established as 25 PSF.

- b. Discuss accessibility requirements relevant to the site plan.

RESPONSE: Refer to General Comments for Accessibility.

- c. Please identify all permits required for this project and describe the submittal process and review timeframe. Are concurrent building permit applications permitted along with land use applications?

RESPONSE: The car wash building and each accessory structure such as the pay station and trash enclosure would be issued separate building, plumbing and mechanical permits. Sign permits are also issued separately. Fire sprinkler and alarm permits may be required. A separate demolition permit for the gas station will need to be obtained if the applicant intends to begin demolition prior to the car wash permit being issued. The *International Fire Code* requires an operational permit to be issued for the removal of underground tanks. Concurrent building permit applications are allowed and initial review time is currently four weeks.

General Comments

1. **Access.** *International Fire Code*, Section 503 specifies that required emergency vehicle access (EVA) shall extend to within 150 feet of all portions of the exterior walls of the first story of a building. Signing and marking of fire lanes is required per City standards. Those roadways less than 32' wide shall be marked on one side, those less than 26' shall be marked on both sides. Approved turnarounds are required for all dead-end roads in excess of 150 feet. The Site Plan provided appears to comply with Emergency Vehicle Access (EVA) requirements without providing EVA roads on the property.
2. **Fire Hydrants.** *International Fire Code* Table C105.1 specifies the required number and spacing between fire hydrants. Number and spacing of hydrants is dependent on the necessary fire flow. Hydrants must be provided within 400 feet of all points of the structure. A fire hydrant is shown on the site plan at the corner of Olympic and 32nd Avenue that is within 400 feet of any point of a proposed structure.
3. **Fire flow.** The City's water comprehensive plan prescribes a minimum fire flow of 3,000 gpm at 20 psi residual for 3 hrs. duration for commercial development unless development is of an infill lot, in which case minimum fire flow is minimum fire flow required as determined by IFC Appendix B. Current fire flow test results for hydrants serving this lot must be provided along with a certificate of water availability from the water purveyor.

International Fire Code Appendix Chapter B, Table 105.1(2) establishes the required fire flow for buildings based on the size and type of construction. Structures of Type III-B construction up to 5,900 square feet require 1,500 gallons per minute with 20 PSI residual pressure for a duration of 2 hours.

4. **Fire Protection Systems.** The determination of whether fire sprinklers and alarms are required will be made by the building department upon examination of a complete application. Factors considered include: Occupancy Group, Occupant load, size of fire area and floor level. Fire sprinklers are often provided voluntarily for the benefit of increased building height, number of stories, and maximum floor area as allowed by Chapter 5 of the IBC.
5. **Accessibility.** The buildings must be provided with accessible features as described in IBC Ch. 11 as amended by the State of Washington. This includes an accessible route of travel from the public way and accessible parking stalls into and throughout the building; accessible door hardware (where doors are provided); accessible restrooms; accessible

public counter areas, etc. The designer should provide details of accessibility compliance with the building permit submittals.

Accessible parking stalls must be provided in accordance with IBC Table 1106.1. Stalls must be located as close as possible to accessible building entrances. At least one van-accessible stall must be provided for every 6 required accessible stalls. Where an accessible route from an accessible parking stall must cross a vehicular way, the route must be a crosswalk.

6. **Construction Type.** Proposed buildings must be classified into a construction type as provided in Chapter 6 of the IBC. Construction type, along with occupancy, is critical in determining the allowable height, number of stories, and maximum floor area as allowed by Chapter 5 of the IBC. Construction details should be provided in the submittal to support the proposed construction type selected. The provided narrative states that the buildings will feature concrete exterior walls. Although this information alone is insufficient to identify the proposed construction type, what appears to be depicted is a Type III-B for the car wash building and Type V-B for the canopy.
7. **Use & Occupancy.** Proposed buildings must be classified into an occupancy type. Occupancy is determined by the building department at the time of building permit application. The applicant is proposing a car wash, a "Business Group B" occupancy.
8. **Plumbing Facilities.** Plumbing facilities and fixture counts are determined using IBC Chapter 29 as amended by the State of Washington. The applicant must provide plumbing fixture count calculations and plumbing plans demonstrating compliance with Chapter 29 requirements at the time of building permit application. Cross-connection control will be required for all equipment.
9. **Mechanical.** Complete mechanical plans, calculations, and equipment submittals will be required at time of permit application.
10. **Structural.** Design and calculations will be required at time of permit application.
11. **Design and Engineering.** Building, plumbing, and mechanical permits will be required. Construction and operational permits may be required by the fire code depending on what is ultimately proposed. Plans, specifications and permit applications must be submitted demonstrating compliance with the requirements of GHMC Chapter 15. Work performed by design professionals must bear their stamp and original signature. Special inspections may be required pursuant to IBC Ch. 17 and engineer's specifications. A Certificate of Occupancy is required prior to any occupancy.
12. **Code Applicability.** Commercial construction is regulated under GHMC Title 15 which references the 2015 editions of the *International Building, Fire, Mechanical, Energy Conservation, Fuel Gas and Uniform Plumbing Codes*. Accessibility is governed by Chapter 11 of the 2015 *International Building Code* and ICC A117.1 – 2009. The applicant should be aware that in February of 2021 the 2018 editions of the referenced codes will go into effect. Applications made before this date will be vested to the 2015 codes. All applications may be submitted electronically.

This is a summary list of requirements based on the preliminary drawings submitted for review. Additional requirements will be determined when complete plans have been provided.