

Development Review Committee Agenda

Chehalis Building and Planning Department

October 4, 2023, at 9 A.M.

Meeting Location: Chehalis Airport Conference Room

Staff Present: Ron Buckholt Interim Building & Planning Manager, Laura Fisher Permit Technician, Celest Wilder Engineer Technician, Angie Elder Police Department, Matt McKnight Deputy Chief Police Department, Rick Mack Fire Marshal, Riley Bunnell Water Superintendent, Fritz Beierle Streets/Stormwater Superintendent, Carol Ruiz Interim City Engineer with Gibbs & Olson, LG Nelson Building Official, Josh McDrummond Building Inspector, Justin Phelps Wastewater Superintendent

9:00 AM AC-23-029; 0 Bishop Road – Chehalis Foundation Indoor Tennis and Wrestling Facility

Applicant Chehalis Foundation proposes to construct new +/- 46,575 sq ft indoor tennis and wrestling facility located at 0 Bishop Road on Lewis County parcels 005604183446 and 005604183421 on a portion of the existing Olympic Elementary School complex. Proposed project will be constructed in the open space, south of the school and near Bishop Road, which currently contains a practice field.

- Size of the building will trigger the need for a SEPA review permit. Site plan and landscaping plan required. No parking in the street setback. 3 feet of landscaping required around the perimeter of parking lot.
- The zoning change to Open Space Government does not have standards established yet. Approval dependent on the future adoption of OSG standards. Parking would be based on occupant load for the building. Standard would be occupant load divided by 4 to equal the total.
- 19 parking stalls would not be sufficient. Operations Agreement Plan to establish parking.
- Outdoor lighting required to be pointed downward.
- Provide shared parking agreement with adjacent property owners to meet parking requirement. Site plan to indicate the required parking stalls.
- Police Department recommends parking on site. Concerns had with attendees required to use crosswalk.
- Applicant to provide 100-year lease to give assurances on operational agreement.
- Sewer is available north of the school. Grinder pump to be privately owned and maintained. Determine appropriate grinder pump system depending on the occupancy of the building/ number of bathrooms. E1 system is recommended.
- Applicant to provide historical utility estimated usage calculation over last 2 years to determine capital facilities charges.
- Frontage Improvements required- curb, gutter, sidewalk.
- Trip generation study required to determine if TIA is necessary.
- In house kitchen will require Fats, Oils, Grease separator equipment.
- Backflow device required for water.
- Infrastructure required to provide EV charging stations for 10% of the parking stalls.
- Building Official requires code analysis. The maximum occupant load, use of the building is critical.
- Sprinklers are required for any structure over 12,000 square feet. Fire alarms may be required. This will be driven by the occupant load.
- 4 six-foot-wide means of egress evenly spaced around the building required.

- Rapid entry box required for the Fire Department. Hydrant required within 50 feet of the FDC. 12-inch Commercial addressing characters required on the face of the building.
- Geotechnical report required due to hydric soils.

9:30 AM AC-23-030; 68 13th Street SW – Chehalis Village Square

Applicant is proposing to construct a 3-story, 2,450 sq ft mixed use building at 68 13th Street on Lewis County parcels 005411013001 and 005411014000. The ground floor would be commercial use, and upper floors to contain residential units (3 units per floor). The building would replace an existing single-family residential home on the site. Existing dental office will remain in place. Development will include a total of 35 parking stalls as well as providing 6 additional spaces for the existing dental office.

- Frontage Improvements required- curb, gutter, sidewalk. Acceptable to extend ½ street improvements from property line to property line. Complete ½ street out to McFadden.
- Eliminate driveway where house will be demolished.
- Infrastructure required to meet 10% minimum EV charging station for parking.
- Stormwater to meet 2019 manual.
- Shared access agreement required.
- Traffic Study required.
- Water/Sewer available on 13th. Capital Facilities Charges will apply.
- Commercial kitchen will require Fats, Oils, Grease separator equipment.
- Backflow device required for water to both residential units and commercial.
- Sprinklers required for commercial & residential spaces. Code analysis required.
- Elevator required for accessibility.
- Sidewalk to be attached to public way access.
- Alleyway to remain open.
- Zoned Commercial General. Setback minimum 5ft, side and rear 3ft. Minimum lot size is 5,000 sq ft. Maximum of 24 dwelling units per acre. Minimum frontage 50 ft. Maximum lot coverage is 100%. Maximum height 35ft. Landscaping required on perimeter and interior of parking lot. SEPA exempt if less than 500 cubic yards of fill or excavation, or less than 12,000 square foot commercial structure. Outdoor lighting shall be shielded downward to avoid light pollution onto adjacent right of way and neighboring properties. Boundary line adjustment required.
- 12-inch commercial addressing characters required on the face of the building.

10:00 AM AC-23-033; 2700 Jackson Hwy- Change of use

Applicant requests a DRC meeting to discuss level of service changes and potential development requirements associated with the land use change. The change of use would be from residential to commercial use. Property is zoned IL, Light Industrial. Applicant proposes to convert to commercial office space and add gravel laydown area. Lewis County Parcel 017744001003

- Zoned Light Industrial. Maximum lot coverage is 100%. Max height 100 feet. Front setback requirement is 10 ft. Side and rear setback is zero. Professional office use is permitted outright. Government office space requires Conditional Use Permit. Open parking lot permitted. Parking for professional service office is 5 per every 1,000 square foot. Permit submittals required: Site Plan, SEPA, Critical Areas Ordinance Delineation study.
- Critical Areas on site. Stream buffers and 100-year FEMA floodplain. Jackson Highway is a floodway. All wetlands need to be delineated. A SEPA permit is required for 500+ cubic yards of fill or excavation. Over 50 cubic yards requires a fill and grade permit.
- Refer to the 2019 Stormwater Manual figure 1-3.2 for redevelopment requirements for the laydown yard.
- No sprinklers required for office space.

- Provide Fire Marshal with certification from bridge engineer for load weight capacity. 75,000 pounds required for fire access. Hydrant available on Jackson.
- 12-inch commercial addressing characters required on the face of the building.
- Backflow assembly required for water.
- ADA parking to be determined by occupancy load.
- Infrastructure required to meet 10% minimum EV charging station for parking.

Interdepartmental staff meeting after the completion of DRC development items.

Join Zoom Meeting

<https://us06web.zoom.us/j/83910241095?pwd=dUI1Ym0rTkt6SHZCZjkxUTRlVDBUUT09>