



# *City of Yelm*

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## *Site Plan Review Committee*

*105 Yelm Avenue West  
Yelm, WA 98597*

### **NOTICE OF DECISION**

DATE: August 24, 2017  
PROJECT NAME: Standley Garage  
PROJECT LOCATION: 402 West Road SE, Yelm, WA  
PARCEL NUMBER: 64303601500  
CASE NUMBER: 20170160

**NOTICE IS HEREBY GIVEN** that the Community Development Department issued a site plan review approval to Joe and Constance Standley at the above referenced location.

The complete decision may be viewed on the City's website at [www.yelmwa.gov](http://www.yelmwa.gov) and choosing 'Document Library' then 'Currently Under Review' from the menu system. A copy of the decision may also be obtained at the Community Development Department in City Hall at 105 Yelm Avenue West, Yelm, WA 98597 during normal business hours for a fee of 15 cents per page. For additional information, please contact the Community Development Department at 360-458-3835.



# City of Yelm

## Site Plan Review Committee

105 Yelm Avenue West  
Yelm, WA 98597

### Site Plan Review 20170160

#### Findings of Fact, Conclusions of Law, and Decision

##### FINDINGS OF FACT

1. Joe and Constance Standley propose to re-develop the land and existing building located at 402 West Road SE, identified by Assessor's Tax Parcel Number 64303601500.
2. The property contains an abandoned building previously utilized as a meat processing plant. The property and building have not been used for any purposes in the past 18 months and the site does not meet present development standards. The property is approximately 1/2 acres.
3. The property is zoned Commercial District (C-1) which is codified at Chapter 18.36 YMC. The C-1 district is intended to provide for the location of business centers to serve the needs of the community for convenience goods. Service oriented businesses are an allowed use in the C-1 zone. [Section 18.36.020 YMC].
4. Joe and Constance Standley submitted a site plan review application on July 18, 2017 that proposes to convert the existing building and land to an auto repair facility.  
  
The application materials included a preliminary site plan and preliminary drainage assessment.
5. The project is exempt from State Environmental Policy Act (SEPA) review. [Section 197-11-800 (3) WAC].
6. Chapter 18.16 YMC requires a determination that the infrastructure facilities necessary to serve a proposed development are in place or planned for and properly funded with a reasonable expectation that the facilities will be in place at the time needed to preserve adopted levels of service.
  - a. Concurrency with sewer infrastructure means the project is within an area approved for sewer pursuant to the adopted sewer comprehensive plan for the City and improvements necessary to provide facilities and services are present to meet the needs of the proposed development.

The building is not currently connected to the City sewer system. Connection to the sewer system satisfies concurrency requirements.

- b. Concurrency with water infrastructure means the project is within an area approved for municipal water service pursuant to the adopted water comprehensive plan for the City and improvements necessary to provide services are present.

There is currently one metered water service for the existing building. This connection satisfies concurrency requirements.

- c. Concurrency with transportation infrastructure means that the project completes frontage improvements, makes off-site improvements required for the safe movement of traffic and pedestrians if impacted by traffic from the development, and pays a traffic facilities charge.

The parcel fronts West Road SE. West Road is considered a Commercial Collector Street. West Road was partially completed by the City, but is not fully constructed to City Standards. Completing street improvements to include sidewalk and planter strip satisfies concurrency requirements.

- d. Concurrency with school infrastructure means the developer pays a school impact fee at the time of construction.

The proposal will have no impact on the School system as it will not increase student population.

- e. Concurrency with fire protection means the developer pays a fire impact fee at the time of construction.

The City Council has waived fire impact fees by Resolution 533 until the SE Thurston Regional Fire Authority establishes a region wide impact fee. This fee is subject to change by resolution of the City Council and is collected at the time of building permit issuance.

- 8. Title 18 YMC is the Unified Development Code for the City of Yelm and establishes standards for development within the various zoning districts. The subject property is identified by the Zoning Map as being within the Commercial zoning district. The property is surrounded by commercially zoned properties currently in residential use.

- a. Service oriented establishments are allowed in the Commercial zoning district as a permitted use. [Section 18.36.020 YMC]

- b. Setback requirements for the Commercial zoning district are 15 feet from the front, 10 feet from the side, and 20 feet from rear property lines. [Section 18.36.040 YMC] The existing building meets the Commercial setback requirements.

- c. Buildings in the Commercial zoning district may be up to 40 feet in height. [Section 18.36.040 YMC]. The existing building meets the height requirement for the Commercial zoning district.
- d. Chapter 18.52 provides guidance for Ingress and egress. The site has two driveway accesses at this time. The proposal shows that the driveway access to the west will be removed, and the driveway to the east retained. Conversion of the vacant building to Commercial use requires review for safe ingress and egress movement. Commercial driveway widths shall not exceed 36 feet and meet minimum Commercial driveway standards found in the Yelm Development Guidelines. This includes compliance with the Americans with Disabilities Act (ADA).
- e. Section 18.54.030 YMC provides minimum requirements for parking, however does not specifically list an auto repair facility. Section 18.54.030 allows a determination of parking requirements based on the most compatible use. In this case, the general industrial use is the most similar, which requires one parking space per employee based on the greatest number of employees on a single shift, plus one square foot parking per square foot of display or retail area, plus one space for each vehicle owned, leased or operated by the company, one of which must be a van accessible handicap stall.

The conceptual plan shows 4 parking stalls for customers, with improved auto storage area outside the garage area. ADA requires a minimum of one van accessible parking stall. The proposed ADA parking stall does not meet the van accessible requirements of 11 feet in width. The ADA stall must be 11 feet wide, with a 5 foot marked access aisle. This meets the minimum requirements for parking.

- 9. Title 18. YMC provides guidance and regulation for site planning during development. Chapter 18.55 establishes landscaping requirements for various types of development.
  - a. Section 18.51.050 requires that outside storage shall be maintained in an orderly manner consistent with good housekeeping practices and shall be effectively fenced and screened from all residential areas and public rights-of-way. The applicant has proposed an 8 foot landscape buffer inside a 6 foot wood fence. While the solid wood fence meets the screening requirements, landscaping should be installed outside the wood fence to provide a visual buffer between conflicting uses.  
  
Perimeter landscape includes an 8 foot planter area with a combination of evergreen and deciduous trees.

- b. Pedestrian corridors require streetscape landscaping to provide visual relief and separation of pedestrians from streets and parking areas. This landscaping is achieved with frontage improvements. The applicant has proposed to install the required 7 foot planter strip with street trees.
  - c. Chapter 18.59 requires trash enclosures to be incorporated into the architectural feature of the primary structure and landscaping. A trash enclosure is not shown on the preliminary site plan. The applicant shall contact Pacific Disposal to determine required trash receptacle. If a dumpster is required, the enclosure shall be constructed of CMU, wood or architectural steel, with gates of similar durable materials. [Section 18.59.040 YMC]
  - d. Section 18.59.050 YMC provides guidance for illumination. Walkways shall be lit to a minimum of 2 foot candles. Parking lot illumination levels shall not exceed 0.1 foot candle at five feet past the edge of the property line(s). Fixtures shall be mounted to a maximum of 20 feet above grade.
  - e. Mailboxes for the site shall be cluster box units (CBU) and placed on site. [Section 18.59.080 YMC]
10. The Yelm Critical Areas and Resource Lands, Chapter 18.21 YMC provides protection for critical aquifer recharge areas, frequently flooded areas, wetlands, geologically hazardous areas, and fish and wildlife habitat conservation areas.
- a. All of Yelm is identified as a critical aquifer recharge area. Compliance with Federal, State, and County water source protection regulations and with the City's adopted stormwater regulations is required to protect the aquifer. [Section 18.21.070 (C) YMC]
  - b. The Mazama Pocket Gopher has been listed as a threatened species by the Washington Department of Fish and Wildlife since at least 2008. Yelm has protected this species through the implementation of the Critical Areas Code. When a development occurs on property suspected to be occupied by the Mazama Pocket Gopher, the Community Development Department has required the applicant prepare a critical areas report which would include mitigation measures if it was determined that pocket gophers would be impacted by the proposed development. The Washington Department of Fish and Wildlife is provided with notice of all threshold determinations issued pursuant to the State Environmental Policy Act and the City consults with the Department when a critical areas report is required.

In April, 2014, the U.S. Fish and Wildlife Service listed the Yelm subspecies of the Mazama Pocket Gopher as threatened under the Endangered Species Act. While

the City of Yelm is not responsible for implementation or enforcement of the Endangered Species Act, it consults with the Service and provides notice to applicants that the pocket gopher is a federally protected species and a permit from the U.S. Fish and Wildlife Service may be required.

Visual reconnaissance from City staff show no indications of Mazama Pocket Gophers or Prairie Habitat found on the project site. The site is mostly gravel around the existing building

Compliance with Yelm's requirements under the Critical Areas Code does not ensure compliance with the provisions of the Endangered Species Act. The applicant should contact the US Fish and Wildlife Service with any questions about compliance with Federal standards for threatened species.

11. Chapter 13.04 YMC and Chapter 6 of the Development Guidelines establish requirements for connection to the City's water system.

a. Water service connections are by a service line and water meter in the public right-of-way. [Section 13.04.110 YMC]. New service connections are calculated at 875 cubic feet per equivalent residential unit (ERU). [Section 13.04.120 YMC]

The site is currently served by 1 metered City water account. The meter is located on West Road.

b. If the proposed use will use more than 875 cubic feet of water per month, additional water connections will be required. An engineer's estimate of water usage is required to determine water connection requirements.

b. The City implements a cross-connection and backflow control program pursuant to Title 43 RCW and Chapter 248-54 WAC. [Section 13.04.220 YMC] A backflow prevention assembly is required to protect Yelm's water system from cross-connections from all new development. [Section 13.04.220 (D)]. There is an existing RPBA located within the proposed parking area. The applicant proposed to move the RPBA to the landscape area near the existing meter.

12. Chapter 13.08 YMC and Chapter 7 of the Development Guidelines establish requirements for connection to the City's sewer system.

a. The existing building is served by an on-site septic system. The building shall connect to the City sewer system, and the on-site system abandoned pursuant to Thurston County Department of Health standards.

b. The applicant is proposing a 1,000 gallon S.T.E.P. tank located in the front of the building connecting to an existing service line located on 4<sup>th</sup> Street. This does not meet the minimum requirements for a commercial system.

The S.T.E.P. tank is required to be a minimum 1,500 gallon tank with a class 1, division 1 S.T.E.P. system. The tank shall be setback a minimum of 2 feet from sidewalks, driveways and easements, and 5 feet from property lines, buildings and foundations.

- c. The proposed site plan shows connection to a sewer main located in 4<sup>th</sup> Street. There is a 3" sewer main located in West Road. Connection should be made to this main at the location of the southeast driveway entrance to avoid cutting the street at an intersection.
- d. The discharge of waste containing fats, oils, or greases in excess of 100 mg/l to the S.T.E.P. tank is prohibited. [Section 13.08.080 (B) YMC]

If the use has the potential of generating fats, oils, or greases to the S.T.E.P. tank, requiring an oil/water separator or a grease interceptor would ensure compliance with Section 13.08.080 (B) YMC.

- 13. All of Yelm is considered a critical aquifer discharge area. The control and treatment of stormwater is required to protect the critical aquifer. The City has adopted the latest edition of the *Stormwater Management Manual for Western Washington* published by the Washington Department of Ecology. [Section Chapter 18.27 YMC]. The project as proposed triggers Best Management Practices as provided by the manual.

The applicant has proposed asphalt pavement around the side and rear of the building for the movement and storage of vehicles. Runoff is proposed to be treated in a bioretention cell in the northwest corner of the property.

The City of Yelm Development Guidelines at 4G.110 states that the surfacing of any parking lot or parking area or access thereto be an all-weather surface. Acceptable all-weather surfaces are asphalt and concrete. The proposal meets this requirement.

- 14. Frontage improvements are required as part of development in the City. [Section 18.16.050 YMC]

- a. Frontage improvements are required for all new development within the city, including change of use that requires a site plan review approval. The property fronts West Road which is partially improved.

The applicant proposed to complete West Road frontage by installing a planter strip and sidewalk as required of a Commercial Collector. Right-of-way shall be dedicated prior to occupancy.

- b. The transportation generation of the proposed use is the same or less than the previous use at the site. A transportation facility charge is not required.

15. Conversion of the building from “Business Group B” occupancy to “Storage Group S-1” requires that the building meet the Washington State Energy Code and current ADA standards. [Section 304 and Section 311 International Building Code]

#### **CONCLUSIONS OF LAW**

- A. Section 18.13.020 (B) YMC allows the Site Plan Review Committee to approve a proposal when the preliminary site plan conforms to the standards, provisions and policies of the city as expressed in its various adopted plans and ordinances.
- B. The Stanley’s have established that the request for site plan review approval can satisfy all criteria set forth in Section 18.13.020(C) YMC, meet all requirements of the Commercial District zoning classification, and meet all other requirements of the Yelm Municipal Code. Therefore, the preliminary site plan should be approved subject to the following conditions:
  1. The existing building shall connect to the City sewer system. Connection shall be tapped in the main located in West Road at the southeast driveway entrance. The S.T.E.P. tank shall be a minimum 1,500 gallon tank with a class 1, division 1 S.T.E.P. system. The tank shall be setback a minimum of 2 feet from sidewalks, driveways and easements, and 5 feet from property lines, buildings and foundations. Any potential of fats, oils or greases to the sewer system requires an oil/water separator or grease interceptor. All onsite septic systems shall be abandoned per Thurston County Department of Health standards.
  2. An engineer’s estimate of water usage is required to determine water connection requirements.
  3. The existing southeast ingress/egress on West Road shall be constructed to meet City of Yelm Development Guideline standards. The southwest ingress/egress will be abandoned when frontage improvements are complete.
  4. The applicant shall provide a minimum of four (4) parking stalls, one of which must be a van accessible ADA stall 11 feet in width with 5 foot access aisle.
  5. Perimeter landscape shall include an 8 foot planter area with a combination of evergreen and deciduous trees, and shrubs. The landscaping shall be installed along the perimeter of the site. The solid wood fence shall be constructed along the inside of the perimeter landscape.
  6. If a trash enclosure is required, it shall incorporate the architectural feature of the primary structure and landscaping. The enclosure shall be constructed of CMU,



wood or architectural steel, with gates of similar durable materials, and landscaped pursuant to Section 18.59.040(C) YMC.


7. Any outdoor lighting shall meet Yelm Development standards. Walkways shall be lit to a minimum of 2 foot candles. Parking lot illumination levels shall not exceed 0.1 foot candle at five feet past the edge of the property line(s). Fixtures shall be mounted to a maximum of 20 feet above grade.
  8. Mailboxes for all units shall be cluster box units (CBU) and placed on site.
  9. All access, parking and equipment storage areas must be improved with an approved all-weather surface such as asphalt or concrete.
  10. Conversion of the building from "Business Group B" occupancy to "Storage Group S-1" requires that the building meet the Washington State Energy Code and current ADA standards. Section 304 and Section 311 International Building Code.
- C. The site plan is valid for eighteen (18) months from the date of this approval. The applicant may request a six-month extension on the approval, if the request is made in writing prior to the expiration date of this approval.

**DECISION**


The request for site plan review approval is hereby granted subject to the conditions contained in the conclusions above.

Dated this 24<sup>th</sup> day of August, 2017

  
\_\_\_\_\_  
Grant Beck,  
Community Development Director

  
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Chad Bedlington,  
Public Works Director

Prepared this 21<sup>st</sup> day of August, 2017

  
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Tami Merriman,  
Associate Planner

**APPEAL**

The Site Plan Review Committee's decision in this matter may be appealed pursuant to Chapter 18.10 YMC, to the City of Yelm Hearing Examiner no later than 21 days from the date of this decision. An appeal must be in writing, contain specific factual objections, and include the appeal fee of \$1,250.00.