



July 10, 2013

Kittitas County Community Development Services  
411 N. Ruby St. Suite #2  
Ellensburg, WA 98926

RE: Valley Veterinary Hospital – Project Narrative

Dear Community Development Team,

We would like to schedule a pre-application conference to discuss our proposal to construct a new 1 story animal veterinary clinic (for both equine and small animal patients) roughly 5,500 square foot (SF) in size along with supporting parking at 2090 Vantage Highway in Ellensburg (Parcel #-891933). The proposed new building would be located next to, and on the same lot, as Dr. Hayden's existing 3823 SF veterinary clinic. The intent of the project is to build a larger more efficient building to better serve the facility's growing clientele within the community. The existing veterinary clinic will remain in use to support the new facility including provisions for animal holding kennels, general storage, laundry and administrative functions. Under separate permit, there will be a light remodel of the existing clinic to update finishes in the building along with removal of a few non-structural walls to better suit the facility's needs. There are no plans to phase the project at the current time, and ideally the project would start under construction this coming Fall or early next Spring depending on permitting timelines.

The site is roughly 1.33 acres and within the Urban Growth Area of the City of Ellensburg and thus falls under the County's jurisdiction. The project falls under the General Commercial zone for Kittitas County and would require a Conditional Use Permit for the new building, which we will submit to Land Use for their review and approval. We have previously met with Doc Hansen informally to discuss the project and have had conversations with Brenda Larsen regarding the project as well, and believe the existing building does not require a conditional use permit.

Based on the survey, there are no recorded easements that we know of. We are in the middle of engaging a civil engineer, but our understanding from previous conversations with county representatives was that graveled parking surface areas are allowed but paved walkways are anticipated. Since there are no storm water sewer systems serving the project site the intent is to use on site dry-wells for storm drainage conveyance, though the exact location and dimensions have not yet been determined. There is a 90' diameter turnaround on-site for horse trailers that we anticipate being used by fire department vehicles as well.

For ease of access and the safety of clientele, including large animal clientele with trucks and trailers, we are proposing to maintain the two existing driveway ROW access points to the site in approximately their current location but dimensionally revised.

The existing building is currently served by a septic tank and water well, but that facility along with the proposed new building will be tied into the City's extended water and sanitary sewer service. While these utilities are currently available at the northwest corner of the property, we anticipate the need to extend both water and sanitary sewer services across the property frontage to the Northeast corner of the property. We, as well, anticipate the need to install a new fire hydrant on the site.

**Questions:**

We have the following questions:

1. Since the utilities are handled by the City, how do we coordinate between the two jurisdictions?
2. What is the permitting process and expected timeline?
3. Can M.E.P. drawings be deferred?
4. Please advise on the preferred location for the fire hydrant.
5. Is a completeness review required before we can schedule an intake appointment for permits?
6. How long are C.U.P. and building permits review currently taking? Is there any way to accelerate this if the owner so wishes IE: Paid overtime, or outside review?
7. Can we submit SEPA in advance of the C.U. permit?
8. Please confirm that the existing building will not require a C.U. permit.
9. Please confirm that gravel driveways are acceptable.

Sincerely,



Jennifer Phang, AIA  
Architectural Werks, Inc

Enclosure: Pre-Application Meeting Submittal Package.

## **Stored Hazardous Materials**

Chemotherapy medication will be properly stored in the pharmacy or isolation. Cleaning supplies (roccal 1 gallon & clear mop 4 to 6 gallons) and bleach will be stored in the storage and laundry areas. Formalin (1 gallon) will be stored in the laboratory area. Alcohol and inhaled gases (Iso and sevo 250mL) will be stored in the treatment area. The oxygen tanks will be stored in the Medical Gas room and protected in a 1 hour enclosure.