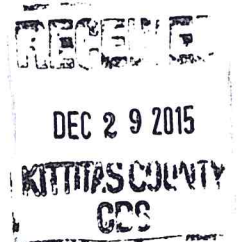


SECTION 2: Pre-Application Meeting Worksheet

(To be completed by Kittitas County staff)

| FOR STAFF USE ONLY | |
|--|-------------------|
| DATE OF PRE-APPLICATION MEETING: 10/21/15 | TIME: 9:00 AM |
| CHAIR OF PRE-APPLICATION MEETING: | PHONE: |
| ITEMS SUBMITTED BY APPLICANT FOR REVIEW AT PRE-APPLICATION: | |
| <ol style="list-style-type: none"> 1. SITE PLAN 2. NARRATIVE 3. 4. 5. 6. | |
| COMMENTS: | |
| LIST STAFF PRESENT AT THE PRE-APPLICATION MEETING: | |
| 1. CDS representative (Building): | FLOP |
| 2. CDS representative (Planning): | HANSEN / HATHAWAY |
| 3. Fire Marshal representative: | LARSEN |
| 4. Public Works representative: | BALON |
| 5. Environmental Health representative (Water): | DUNCAN |
| 6. Environmental Health representative (Sewer): | " " |
| 7. Affected City representative(s): | |
| 8. Other Agency: | |
| 9. Other Agency: | |



PRESENT AT THE PRE-APPLICATION MEETING FOR APPLICANT:

| | |
|-----------------------------------|--|
| 1. Applicant Owner: | |
| 2. Applicant Authorized Agent: | |
| 3. Applicant Design Professional: | |
| 4. | |
| 5. | |
| 6. | |
| 7. | |

Building Information: (To be completed by CDS Plans Examiner)

| | | | | | | |
|--|-----------------------------------|------------------------------------|----------------------------------|----------------------------------|--|---|
| Construction Type of Building: | | | | | | Number of New Dwelling Units: _____ |
| <input type="checkbox"/> Type IA | <input type="checkbox"/> Type IIA | <input type="checkbox"/> Type IIIA | <input type="checkbox"/> Type IV | <input type="checkbox"/> Type VA | | |
| <input type="checkbox"/> Type IB | <input type="checkbox"/> Type IIB | <input type="checkbox"/> Type IIIB | <input type="checkbox"/> Type VB | <input type="checkbox"/> Type VB | | |
| Use or Occupancy Type(s): <u>POSSIBLE E, B & A</u> | | | | | | |
| Comments: <u>ALL BUILDINGS & STRUCTURES WILL REQUIRE FULL ENGINEERING FOR LATERAL GRAVITY & FIRE LIFE-SAFETY. ACCESSIBLE FACILITIES - RESTROOMS PARKING & MEETING.</u> | | | | | | |

Planning Information: (To be completed by CDS Planner)

| | | | |
|---|------------------------------|---------------------------|------------------------------|
| 1. Flood Permit Required ? | <input type="checkbox"/> Yes | 2. SEPA Required ? | <input type="checkbox"/> Yes |
| 3. Critical Areas On or Near Site ? | <input type="checkbox"/> Yes | 4. Variance Required ? | <input type="checkbox"/> Yes |
| 5. Shoreline Permits Required? | <input type="checkbox"/> Yes | 6. Sign Permit Required ? | <input type="checkbox"/> Yes |
| 7. CUP Required ? | <input type="checkbox"/> Yes | 8. | <input type="checkbox"/> Yes |
| 9. | <input type="checkbox"/> Yes | 10. | <input type="checkbox"/> Yes |
| Comments: <u>more information is needed from Applicant to determine the exact process. Staff believes that a Conditional Use Permit would be required prior to expansion.</u> | | | |
| <input type="checkbox"/> Provide project information to all affected parties via SEPA mailing notification list. | | | |

Fire Marshal Information: (To be completed by Fire Marshal)

- | | | | |
|--|---|---------------------------------------|---|
| 1. Automatic Sprinkler Systems ? | <input checked="" type="checkbox"/> Yes | 2. Automatic Fire Alarm Systems ? | <input checked="" type="checkbox"/> Yes |
| 3. Standpipe Systems ? | <input type="checkbox"/> Yes | 4. Other Fire Protection Systems ? | <input type="checkbox"/> Yes |
| 5. High Pile or Rack Storage ? | <input type="checkbox"/> Yes | 6. Hazardous Materials in Building ? | <input checked="" type="checkbox"/> Yes |
| 7. Flammable/ Combustible Materials in Bld'g ? | <input type="checkbox"/> Yes | 8. On-Site Fire Flow Tanks Required ? | <input type="checkbox"/> Yes |
| 9. Hazardous Material Management Plan Req'd ? | <input checked="" type="checkbox"/> Yes | 10. | <input type="checkbox"/> Yes |
| 11. Fire Hydrants? | <input type="checkbox"/> | 12. | <input type="checkbox"/> Yes |

Comments: *Must ~~have~~ ^{have} adequate fire apparatus access, fire sprinklers required, fire alarm to be monitored, exterior siding/materials to meet wildland-urban interface requirements. Sprinklers required only in new office building*

#6 & #7 - If flammable/ combustible or hazardous materials are used or stored in the building, provide a Hazardous Materials Management Inventory and a Hazardous Materials Management Plan (Provide copies of all Material Safety Data Sheets).

Public Works Information: (To be completed by Public Works Planner)

- | | | | |
|-------------------------|---|-------------------------------------|---|
| 1. Civil Drawings? | <input type="checkbox"/> Yes | 2. Civil engineering ? | <input type="checkbox"/> Yes |
| 3. Stormwater On-Site ? | <input type="checkbox"/> Yes | 4. Stormwater Off-Site ? | <input type="checkbox"/> Yes |
| 5. DOT Review ? | <input checked="" type="checkbox"/> Yes | 6. Road Access permit? <i>State</i> | <input checked="" type="checkbox"/> Yes |
| 7. | <input type="checkbox"/> Yes | 8. | <input type="checkbox"/> Yes |

Comments: *Fill and Grade permit required. WSDOT access approval needs to be submitted prior to building permits. Storm water plan needs to be approved by County Engineer.*

Christina Wollman - PW Planner Kelly Bacon - Eng Tech I

Environmental Health Information: (To be completed by EH staff)

- | | | | |
|---------------------------|---|---------------------------|---|
| 1. Group A Water System ? | <input type="checkbox"/> Yes | 2. Group B Water System ? | <input checked="" type="checkbox"/> Yes |
| 3. On-Site Sewer ? | <input checked="" type="checkbox"/> Yes | 4. Municipal Sewer ? | <input type="checkbox"/> Yes |
| 5. Swimming Pool ? | <input type="checkbox"/> Yes | 6. Commercial Kitchen ? | <input type="checkbox"/> Yes |
| 7. | <input type="checkbox"/> Yes | 8. | <input type="checkbox"/> Yes |

Comments: *A WFI (water facility inventory) form needs to be completed to update numbers. Current water samples will be needed. Look at current on-site sewage system to see if any changes need to be made with additional chimps population added to the ^{existing} system. HD*