

# CITY OF ELLENSBURG

Public Works Department  
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## Memorandum

**Date:** May 24, 2022  
**To:** Jeremy Cromie, County Planner II  
**From:** Craig Jones, City Development Coordinator *CJ*  
**Through:** Derek Mayo, City Engineer *DM*  
**Re:** Calvary Church Expansion – CU-22-00002

The following are the City Public Works comments on the Conditional Use for the proposed Calvary Church Expansion at Vantage Hwy and Cowboy Ln.

The applicant can view the City of Ellensburg's Development Standards on the City's website for more information. <http://www.ci.ellensburg.wa.us/index.aspx?NID=339>

At time of civil plan review, Staff will work with the developer's engineer regarding the specific issues related to frontage and utility improvements.

### **Water:**

The water main available to serve this development is a 12" Ductile Iron main that runs in Vantage Hwy and stops approximately 680'+/- from the proposed project. The developer will need to extend the main to the farthest east extents of the property being developed along Vantage Hwy. The existing buildings on site will need to connect to City water. See attached utility map.

Fire hydrant placement shall be per Fire Department requirements. Developer's engineer may be required to verify that fire flow capacity will meet the necessary requirements.

Specific issues related to water main and meter locations will be addressed at project civil submittal.

### **Sewer:**

The sewer main available to serve this development is a 12" PVC main that runs in Vantage Hwy and stops the same location as water. The developer will need to extend the sewer main to the farthest east extents of the property being developed. The existing buildings on site are served by an onsite septic system that will need to be abandoned and connected to City. See attached utility map.

Specific issues related to sewer main and side sewer construction will be addressed at project civil submittal.

**Roadway and access:**

This project will trigger the requirement for half street improvements along the Vantage Hwy frontage of the development. Vantage Hwy is classified as a principle arterial street and will be a minimum 104' right of way at full build out. Street improvements include concrete curb/gutter, sidewalks, street lighting, permanent signage, asphalt, asphalt markings, gravel base, storm drainage, and other items associated with minimum public improvements consistent with Public Works Development Standards. Under the Land Development Code the sidewalks will need to be separated from the curb. Existing power poles may need to be relocated to accommodate these frontage improvements. Developer may apply for a deferral of said frontage improvements. The Public Works Director and City Council will make a determination on if the improvements could be deferred if requested. A Transportation Concurrency Application may need to be filled out and submitted to the County. The application can be found on the County's website. At a minimum the City will request that a Trip Generation and Distribution Letter be completed for review of the project. A full Traffic Impact Analyses may be required depending on the findings from the Trip Generation and Distribution Letter.

Specific issues related to roadway and access construction will be addressed at project civil submittal.

**Stormwater:**

There is a drainage ditch along the south side of the parcel. Stormwater outfall could be discharged here after on site treatment and flow control were met. See attached utility map.

The applicant shall use the current Stormwater Management Manual for Eastern Washington, or approved equivalent for reference in design of stormwater treatment and flow control for post construction requirements for new development and redevelopment. The design shall at a minimum use the following design storms, or as recommended for the proposed BMP, whichever is greater. Treatment shall be designed for the first ½" of rainfall on the property, and storm drainage detention on a 10 year storm event (1.2" of precipitation/24 hours) and retention facilities based on a 25 year storm event (1.6" of precipitation/24 hours). Specific issues related to storm water will be reviewed at time of civil plan submittal.

The applicant's design engineer should determine groundwater elevations in the vicinity of proposed storm water treatment and flow control facilities. The water surface elevation needs to be utilized in the facility designs and should be verified when groundwater is at its highest. Typically the groundwater in the Ellensburg area is elevated from April 15<sup>th</sup> through October 15<sup>th</sup>. However, groundwater on the subject site may not be associated with seasonal irrigation and could crest at another time during the year.

The following comments are from the City Stormwater Department;

1. If the site is an acre or greater the developer will need to make Notice of Intent (NOI) with Ecology and apply for a Stormwater General Construction Permit months in advance of construction. <https://ecology.wa.gov/Regulations-Permits/Permits-certifications/Stormwater-general-permits/Construction-stormwater-permit>
2. The Ecology permit requires a Stormwater Pollution Prevention Plan (SWPPP) be submitted with the plan set and be reviewed by the City of Ellensburg Stormwater Utility along with a set of temporary sediment erosion control plans (TESC).



3. In addition, Ecology now requires an Operation and Maintenance (O&M) Plan be submitted to the City for review and retainage. The O&M Plan must address the long term maintenance of the stormwater facilities (swales) that will be constructed onsite to deal with the flow control and treatment requirements of Core Element 5&6 in the Eastern Washington Stormwater Management Manual.

Here is a link for additional information from Ecology;

<https://ecology.wa.gov/Regulations-Permits/Permits-certifications/Stormwater-general-permits/Construction-stormwater-permit/eCoverage-packet>

**Other issues:**

During civil plan review, Public Works establishes the preliminary addressing plan, the developer will need to work with the Post Office to establish the mail delivery routing plan and mailbox locations. The Post Office requires the use of metal Collection Box Unit style mailboxes.

The developer is required to obtain all other permits (HPA if required, DOE construction site grading permit, etc.) that may be required as a result of plat development.

A Utility Extension Agreement will need to be completed by the Developer and City prior to civil plan review. City Code also requires that if you want one utility you take water, sewer and electric.

Additional utility easements may be required for any proposed utility outside of the right of way. Specific issues will be addressed at civil plan submittal.

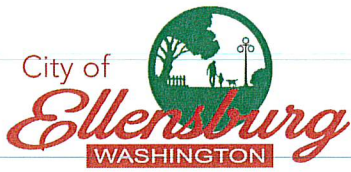
Irrigation water will need to comply with Irrigation District requirements, and be continued through the site to downstream users.

Site plan will need to comply with the City's Public Works Development Standards for parking and stormwater.

Any work being done in the right of way will require permits and the contractor to have proper insurance and bonding on file with the City.

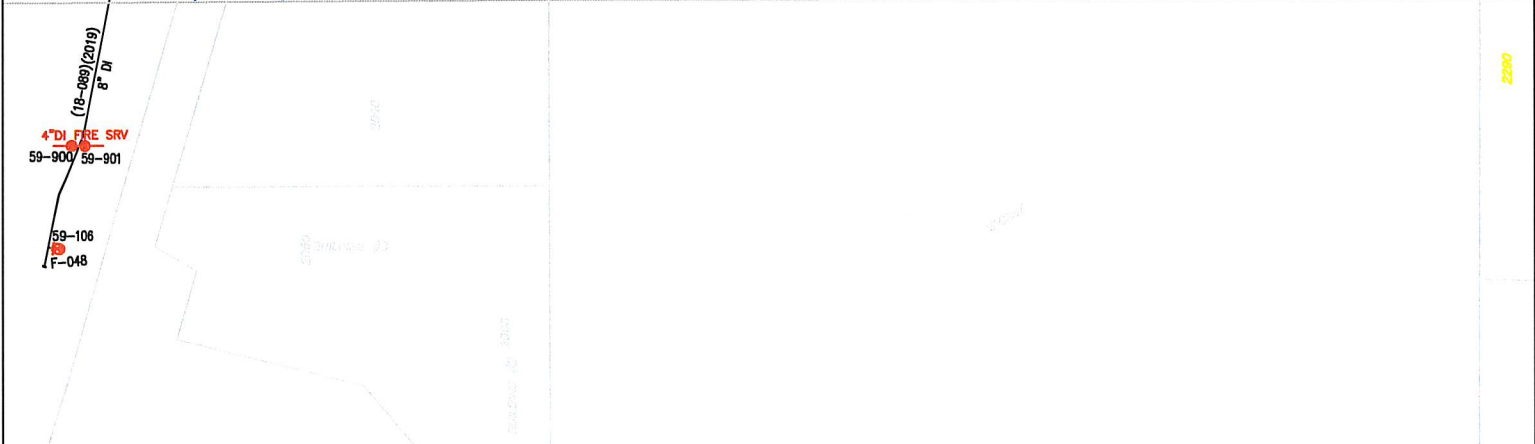
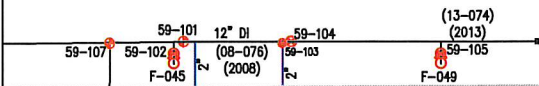
City and County will work together on the civil plan review for this development.

Cc File 22-073



# CITY OF ELLENSBURG PUBLIC WORKS DEPARTMENT UTILITY MAP REQUEST INFORMATION

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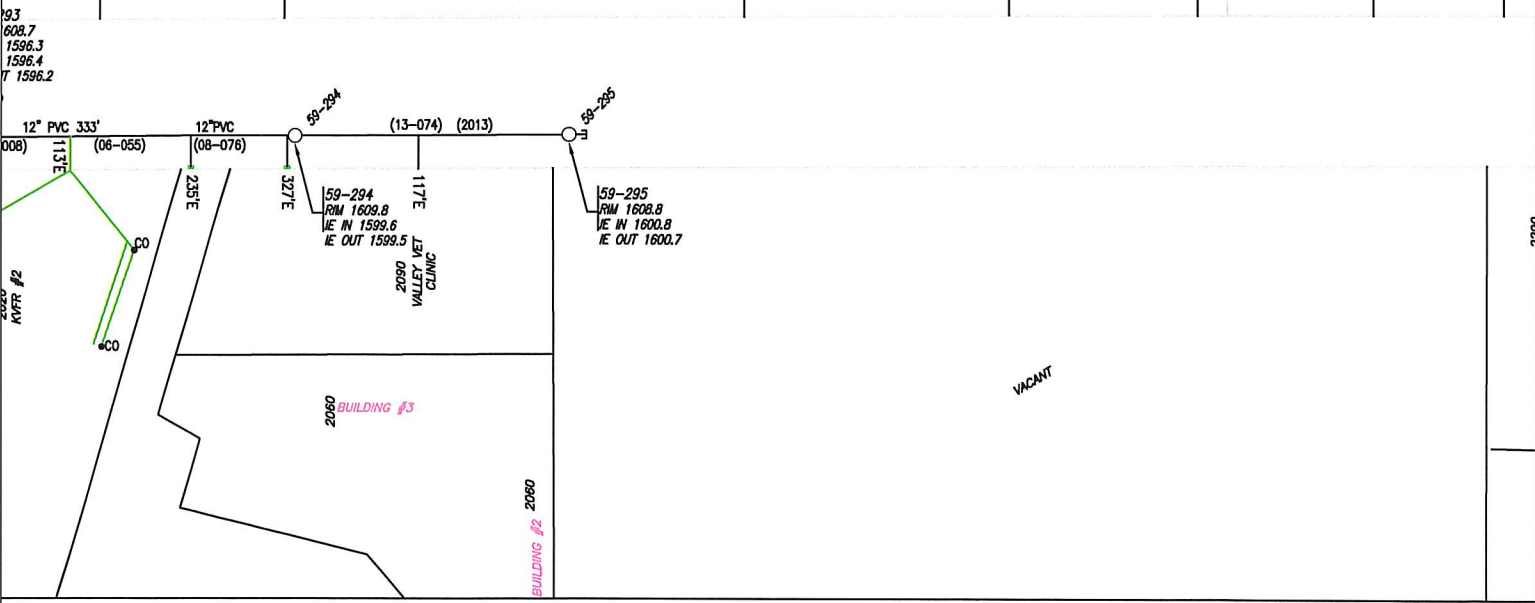
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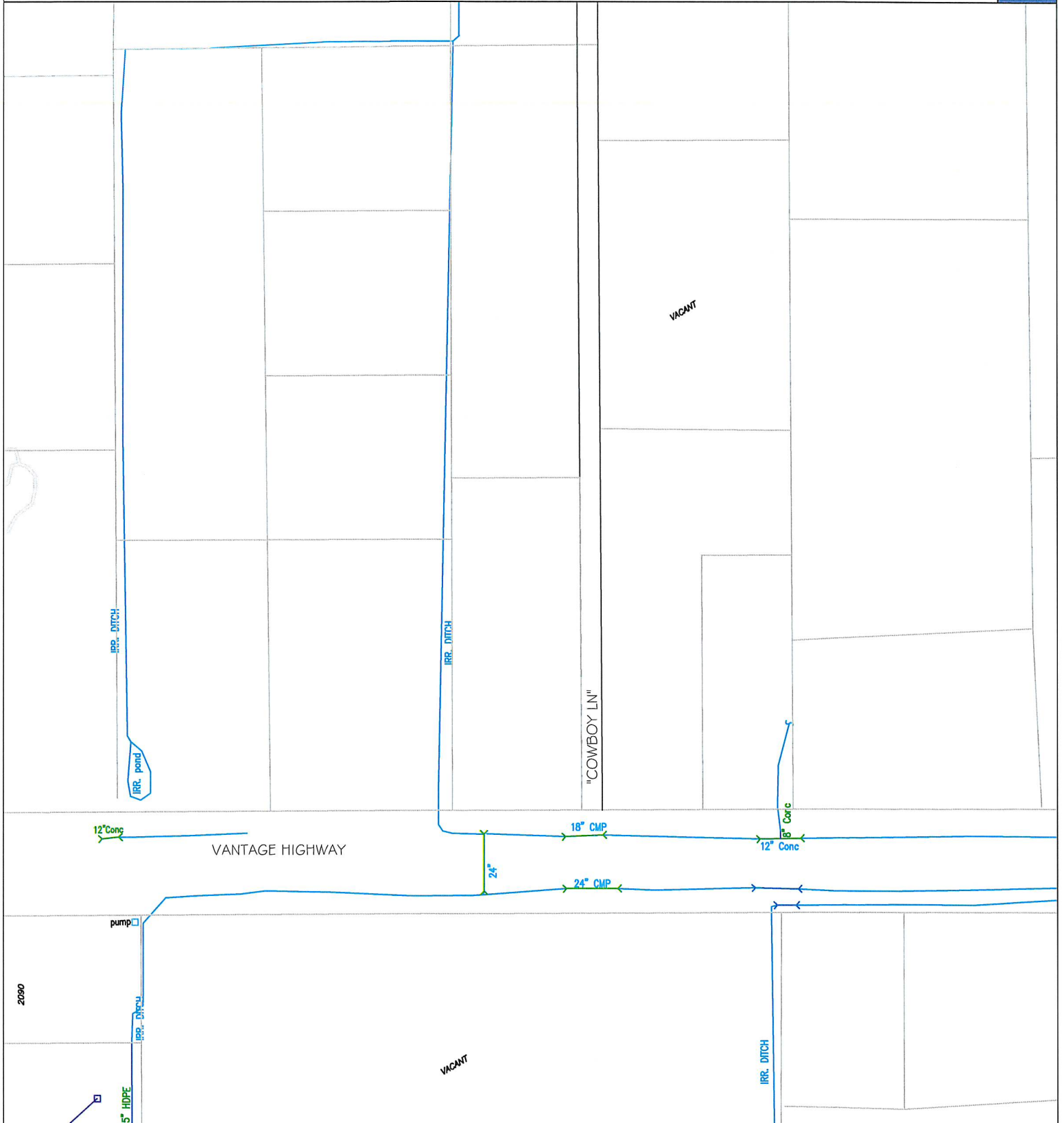
CITY OF ELLENSBURG  
 PUBLIC WORKS DEPARTMENT  
 UTILITY MAP REQUEST INFORMATION

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