

YMCA TIMELINE

EXHIBIT ID#:	DATE:	DESCRIPTION:
1	7.12.2016	<p>YMCA applies for and attends pre-application meeting with the City.</p> <p>The pre-application notes given to the YMCA by the City clearly note all of following issues will need to be addressed by the YMCA:</p> <ul style="list-style-type: none"> • A parking study would be needed • Site has and is located near wetlands and streams, and is within a floodway • Potential stormwater issues, notes from Public Works state, “I do not know if the YMCA plans to drain towards Lindgren Creek via the detention pond. That detention pond would need to be upgraded and improved on in order for the YMCA to use it”. • Potential mitigation of the intersection of LaVenture/Hoag/Martin
2	7.12.2016 to 11.29.2016	<p>City staff communication with the YMCA telling them – a number of times – that unless and until they submit a traffic concurrency permit the City has no way of knowing whether or not the YMCA will be required to install a traffic signal at the intersection of LaVenture/Hoag/Martin.</p>
3	9.20.2016	<p>YMCA purchases site</p>
NA	11.10.2016	<p>The YMCA submits a traffic concurrency application that the City requested at the pre-application meeting on 7.12.2016.</p>
4	11.29.2016	<p>City staff requests information from the YMCA needed to complete the traffic concurrency review.</p>
4	1.6.2016	<p>City staff request information a second time from the YMCA so that the traffic concurrency review they submitted can be processed.</p>
5	1.18.2017	<p>The City’s traffic consultant completes the traffic concurrency review that is then provided to the YMCA. This review shows that the YMCA will not be required to install a signal at the LaVenture/Hoag/Martin intersection.</p>
6	1.26.2017 to 3.13.2017	<p>Many email exchanges and telephone calls between City staff and the YMCA regarding submittals and information required for their permits.</p>
NA	3.17.2017 and 3.20.2017	<p>Planning staff meeting with Jeremy McNett to review materials he wishes to submit for required land use permits/process. Materials found to be deficient, i.e. missing required details, and not accepted for review.</p> <p>On 3.20.2017 planning staff sent the YMCA an email outlining deficiencies in their submittal that, in part, stated:</p> <p style="text-align: center;"><i>“As we discussed, there are several items necessary before we can accept for review. As part of a complete application, please provide the following:</i></p> <ol style="list-style-type: none"> 1. <i>Owner Authorization;</i> 2. <i>Items A-G of the title report;</i> 3. <i>Archeological survey;</i>

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		<p>4. <i>Revised site plan which includes:</i></p> <ul style="list-style-type: none"> · <i>Legend</i> · <i>All easements and encumbrances that are listed within the Title Report (including auditor file no. 200812090041) and as shown on both of the short plats historically completed that included this site</i> · <i>Garbage location/screening: please note that garbage only enclosures need to have a minimum opening of 15 feet and a minimum depth of 12 feet; these dimensions need to be increased to 25 feet and 12 feet if recycling containers are shared in an enclosure with garbage.</i> · <i>Fire hydrants (new/existing): please make sure that drive lanes that will be traveled on by a fire truck to access fire hydrants within the parking lot are a minimum of 26 feet in width with turning radii of 28 feet inside and 45 feet outside.</i> · <i>Utilities (new/existing): please use different line types or colors on your site plan to allow staff (and others) to tell the difference between existing and proposed utilities. All utilities, including storm, need to be shown. You may want to include more than one sheet in the plan set.</i> · <i>Provide dimensions for parking areas – include stalls, drive lanes, and turning radii, please see the parking area dimensions below – however, be aware that aisle widths are required to be increased per the Fire Code for a variety of reasons.</i> · <i>Provide flood plain information and datum</i> · <i>ADA parking, access aisles, and routes</i> · <i>Notes addressing the following:</i> <ol style="list-style-type: none"> i. <i>Name of the project,</i> ii. <i>Name, address, and telephone number of owner and agent(s),</i> iii. <i>Zoning and Comprehensive Plan designations of the site,</i> iv. <i>Area, in square feet and acreage, of the project site,</i> v. <i>Reference to the current Building Code,</i> vi. <i>Proposed use, occupancy group, construction type, and number of units in each building,</i> vii. <i>Square footage and height of each individual building,</i> ix. <i>Proposed building setbacks,</i> x. <i>Landscaping calculations complying with MVMC Chapter 17.93”.</i>
NA	4.14.2017	Planning staff meeting with Jeremy McNett, again, to review materials he wishes to submit for required land use permits/process. Materials continue to be deficient, i.e. missing required details, and not accepted for review.
7	4.28.2017	Planning staff meeting with Jeremy McNett. Materials for land use review are deemed counter complete. Permits submitted: SEPA checklist, Critical Area Review, and Site Plan Review
8	5.11.2017	Notice of Application (NOA) and Optional Mitigated Determination of Non-Significance (MDNS) issued by the City. This document is routed to Federal, State, Local and Tribal entities and provides a 14-day timeframe in which they can comment on the proposal.
9	5.12.2017	<p>Project was put on hold pending the submittal of a Parking Study and Hydrologic/Hydraulic Analysis due to improvements being proposed in the regulated floodway.</p> <p>The site plans submitted show that the YMCA was aware that without a parking study the Mount Vernon Municipal Code (MVMC) requires that 460 parking stalls be provided for the 44,110 s.f. recreational facility and 2,001 s.f. medical clinic being proposed.</p>

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		<p>Only 156 parking stalls are identified on the YMCA site and the YMCA provides a copy of a parking easement for 98 spaces on the abutting Salem Lutheran Church site. This is important because the YMCA plans identify of their own volition that they are short 206 parking spaces and offer no solution.</p> <p>These same plans also show that the YMCA was proposing to place part of a stormwater facility and fill inside a regulated floodway which would require a study by a hydrogeologist before FEMA/DOE/City could allow these improvements to be installed.</p>
10	5.12.2017	Email received by the City from the WA State Department of Fish & Wildlife stating that the outfall into Lindegren Creek shown on the site plans submitted will require an HPA from WDFW.
11	5.23.2017	Memo from City Engineering staff regarding the YMCA land use permit submittals. Among other items, this memo lets the YMCA know that the Drainage and Geotechnical Reports are “very preliminary in nature” and are missing a number of items that are needed for City staff to ascertain compliance with city code.
12	6.2.2017	City staff send a letter to the YMCA that re-iterates comments from others already sent to the YMCA and includes all of the comments received during the Notice of Application period for their project that ended on May 24, 2017 and reminds the YMCA that this project is on hold until they are able to address all of the previously identified issues.
13	6.12.2017	YMCA emails a copy of a parking memo dated June 9, 2017 completed by Gibson Traffic Consultants, Inc. and revised site plans to the City.
NA	6.15.2017	City staff meets with the YMCA to discuss the removal of improvements from the regulated floodway and the Parking Memo that was submitted by the YMCA for City review and approval. City staff discussed with the YMCA the issues and permitting that would be required with the way their current plans were proposing to collect and discharge stormwater into Lindegren Creek. City staff let the YMCA know that the City’s consultant biologist would need to review what they were proposing and that other Federal and State Permits could be triggered.
NA	6.15.2017	City staff submit the Gibson Traffic Consultants, Inc. 6.9.2017 memo to the City’s traffic consultant (Victor Saleman, P.E.) for review and approval.
14	6.19.2017	The YMCA provides supplemental information regarding parking ratios to the City; that in turn the City provides to our traffic consultant.
15	6.26.2017	City staff sends a letter to the YMCA summarizing the permitting process up to that date to make sure that there are no misunderstanding regarding what the City needs to continue processing the land use permits for this project.
16	7.13.2017	City staff meets with the YMCA and provides them with a copy of the letter from the City’s traffic consultant regarding the Parking Memo from Gibson Traffic that the YMCA submitted to the City. The City discussed with the YMCA that fact that, in short, the Gibson Parking Memo is flawed and needs to be changed to comply with city code.

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		<p>City staff also discussed stormwater issues related to the City’s existing bio-swale near the YMCA site and potential Federal/State permits that could be triggered with the YMCA’s current stormwater design. Also discussed the fact that staff did not believe that the stormwater conveyance line proposed to be installed next to the City’s stormwater bio-swale could be classified as a maintenance activity per Federal, State, or local regulations.</p>
17	7.6.2017	<p>The YMCA’s submits an Addendum to the original Critical Area Report previously submitted to the City in response to the concerns expressed by staff at the 6.15.2017 meeting with the YMCA.</p>
NA	7.13.2017	<p>City staff sends a copy of the YMCA’s revised site plans and Critical Area Addendum to Dr. Lyndon Lee for his review and comments due to the fact that the YMCA was proposing to install infrastructure that could negatively impact the hydrology of the wetlands that exist on the YMCA site and the fact that the YMCA is identifying conveyance pipe and outfall work as maintenance activities.</p>
NA	7.22.2017	<p>Dr. Lee sends an email to the biologists working for the YMCA and, in short, lets them know that their current plan cannot be classified as maintenance and that if they decide to proceed with this proposed work that a number of time-consuming and difficult Federal, State, and Local permits will likely be triggered. Dr. Lee’s email, in part, states:</p> <p style="margin-left: 40px;"><i>“The revised plans that we currently hold show a pipe route that parallels the SE boundary of the existing bio-swale. The route is situated on the bio-swale left (SE) slope, apparently (at plan scale) just out of the very wet portion of the swale. About 2/3rds of the way along the proposed pipe route, it turns north and heads directly towards Lindgren Creek. This alignment eventually intersects the left OHWM of Lindgren Creek just upstream of the outfall of the current bio-swale, where a fill/energy dissipation pad is shown.</i></p> <p style="margin-left: 40px;"><i>It is my recommendation that while installation of the pipe within the right-of-way easement for the bio-swale is a low impact approach along much of the route, it is a new installation and as planned, there are impacts to waters/wetlands, Shorelines, and Buffers. Installation of the new pipeline is not maintenance. Further, the route shown on the current plans does not correlate well with your discussion in the June 22, 2017 Critical Area Addendum which cites no impacts to waters/wetlands, shorelines, or the Mt. Vernon buffer on Lindgren Creek. Specifically, my field observations show that at the northern end of the route drawn in the current plans, the pipeline installation calls for trenching activities within the Mt. Vernon Lindgren Creek buffer, within shorelines, and below the OHWM of Lindgren Creek. The fill pad shown at the northern end of the pipeline appears to be wholly within Lindgren Creek and below the river left OHWM and/or abutting wetlands. As you know, while the proposed impacts are small, this pattern of pipeline installation triggers a Mt. Vernon Critical Areas review, Shorelines, WA State Ecology and Fish and Wildlife reviews for impacts to wetlands and HPA, and finally U.S. Federal review via the Corps.</i></p> <p style="margin-left: 40px;"><i>I recommend that the YMCA engineering team revisit the pipeline routing and indeed create an approach to install the pipeline within the existing bio-swale in a manner that does not result in impacts to waters/wetlands, shorelines, buffer, etc. The geometry and physical setting for such an installation is present, its just that the design approach needs some revision and creative thinking to tie in the new pipeline into the existing facility upstream and outside of areas where such an activity would trigger waters/wetlands, shorelines, buffer impacts/reviews”.</i></p>

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NA	7.27.2017	City staff meet with the YMCA to discuss, again, parking, stormwater discharge and civil permits.
NA	8.10.2017	City staff meet with the YMCA to discuss, again, parking and stormwater discharge.
18	8.11.2017	The YMCA emails to City staff a letter stating that new stormwater information will be submitted to the City at a later date. This letter also contained information regarding the new parking approach the YMCA wished to take. This new approach reduced the s.f. of the YMCA's proposed facilities and states that the YMCA will be working with Salem Lutheran Church to amend their existing Parking Sharing Agreement to increase the number of parking stalls the YMCA is able to use from 98 to 118. The YMCA also provides information regarding the use of the existing parking on the Salem Lutheran Church site.
NA	8.14.2017	City staff meets with the YMCA to discuss the new parking information the YMCA submitted to the City on 8.11.2017.
19	8.21.2017	The YMCA emails to the City the stormwater information that City Staff has been waiting for since 7.27.2017.
NA	8.22.2017	City staff send a copy of the stormwater information submitted on 8.21.2017 to Dr. Lee because he had previously made comments with regard to how the YMCA was designing their stormwater facilities and the need to make sure that the YMCA was not going to negatively impact Lindagren Creek or the hydrology of the wetlands existing on the YMCA site.
20	8.24.2017	City staff sends the YMCA a copy of a Technical Memorandum from Dr. Lee regarding, in short, the need for the YMCA to modify their design of a dispersion trench.
21	8.24.2017	The YMCA emails a copy of revised civil plans to satisfy the comments from Dr. Lee's Technical Memorandum sent to the YMCA earlier that same day.
22	9.1.2017	<p>City staff sends a letter to the YMCA approving how they wish to handle off-street parking and specifically noting that,</p> <p style="text-align: center;"><i>"The YMCA must submit a legally binding parking easement for the 118 parking spaces on the Salem Lutheran Church property. Staff suggests submitting a copy of this easement for the City's review and approval prior to having this document signed and recorded".</i></p> <p>Staff also requests that the YMCA have their engineer verify that the dimensional requirements of the City parking code are being met. Staff asked for this because some of these requirements were not being complied with on the last site plan the YMCA had submitted to the City.</p> <p>This letter also contains the following statement from the City's Engineering Manager regarding the YMCA's latest revised stormwater plans:</p>

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		<p><i>“In concept, the site plan for the on-site storm management seems to be sound. The applicant should note that the existing bio-swale downstream of the project has multiple serious life/safety and code issues that will need to be addressed as part of this project; if the applicant wishes to pursue use of this facility to convey the on-site discharge, it will be the applicants sole responsibility to address the bio-swale issues that come up in the civil design/review phase”.</i></p>
NA	9.6.2017	<p>City staff emails the YMCA a red-lined copy of the draft Parking Easement the YMCA sent to the City for our review and comment. Staff states the following in the email sent with the red-lined Parking Easement document;</p> <p><i>“I’ve redlined on the attached a number of errors – I’m sure I didn’t catch them all.</i></p> <p><i>The City’s biggest concern is that the YMCA already doesn’t have enough parking spaces to be code compliant. To alleviate this the YMCA is obtaining a parking easement over portions of the Salem Lutheran Church site. However, the attached Agreement states that Salem Lutheran Church will have a reciprocal parking easement over the YMCA site. This cannot be approved. Salem Lutheran Church could be allowed to use the YMCA parking when the YMCA is closed; however, this language will need to be carefully crafted”.</i></p>
NA	9.6.2017	<p>Alan Danforth meets with YMCA group to discuss use of existing bio-swale. Conceptual agreement is made regarding engineering requirements only. City planning staff and the City’s consulting biologist Dr. Lee have previously provided comments and suggestions to the YMCA with regard to critical area impacts caused by the different stormwater approaches the YMCA has proposed over the project timeframe.</p>
NA	9.11.2017	<p>City staff meets with the YMCA. The discussion centered on proposed Parking Easement language needing to comply with City Code and that the City Attorney will need to review and approve the easement language.</p>
NA	9.12.2017	<p>YMCA submits revised site plans to the City. Jeremy McNett declines to set up a submission meeting that Rebecca Lowell offered to the YMCA at their meeting on 9.11.2017. Submission meetings are recommended by planning staff to avoid applicant’s submitting materials that are missing information that will cause project delays.</p>
23	9.18.2017	<p>YMCA emails a copy of a revised parking sharing easement to City staff for their review and comment. City staff emails the YMCA back the same day and lets them know that the revised agreement needs to be reviewed and approved by the City Attorney – not just City planning staff.</p>
NA	9.21.2017	<p>City staff sends an email to the YMCA regarding the materials the YMCA dropped off at the City on 9.12.2017. This email reads, in part, as follows:</p> <p><i>Thank you for the revised civil plans and associated materials submitted to our department on September 12th.</i></p> <p><i>I was a little surprised when these plans did not contain the location of the ordinary high water mark (OHWM) of Lindegren Creek because I specifically asked that this information be included on revised plans at our meeting on September 11th.</i></p>

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I was able to review the 9.12.17 plans with our consulting Biologist (Dr. Lynden Lee) and our Engineering Services Manager (Alan Danforth) earlier this week. The resulting comments from this review follow:

- 1. Your biologist needs to identify the ordinary high water mark (OHWM) of Lindegren Creek. Once the OHWM is flagged it needs to be surveyed and mapped on the civil plans.*
- 2. The stormwater outfall work shown on the 9.12.17 plans cannot be categorized as maintenance of the existing stormwater facility. While staff will process these plans as submitted please be advised that additional Federal, State, and local permits will be required should you choose to keep this design.*
- 3. Once the location of the OHWM is identified, surveyed, and mapped staff has a few suggestions regarding the stormwater outfall design that could result in the work being classified as bona fide maintenance that could reduce permitting requirements and reduce the cost of this facility.*

Pursuant to Mount Vernon Municipal Code (MVMC 14.05.130) a hold is placed on this application and the time it takes you to respond to the items listed above is excluded in calculating permit processing timeframes. Once revised/corrected materials are submitted to the City your permit processing timeframe starts again.

NA

9.22.2017

YMCA sends an email to City staff that, in part, states the following:

Below you will see the most recent email we have received from your department. I noticed you were not copied on it so I wanted to make sure you were aware of your staff's approach.

We have had two very good meetings. The first was with Allen where we discussed the civil plans. Alan agreed with our approach and our civil engineers have abided with the information that was given. Rebecca was not present for this meeting. We do have a e-mail from Allen confirming our approach to the water retention issue.

In your staff email yesterday the issue of storm water design was again brought up as an issue. Our understanding is Alan has approved our approach.

Our second meeting in which you were present I felt very good about your approach to our issues. I personally felt that we made some very good progress.

I have submitted a parking agreement through your staff and have yet to hear any word back.

We are frustrated with the moving goalposts imposed by the city staff. We are willing to meet all regulations but from our view each time we check off a item a new item is brought up that has not been shared with us before.

I know you realize the YMCA is a important project for our community but quite frankly our experience with the department has been very frustrating.

I need your help to solve our current dilemma.

Bob Shrumm, CEO

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In response to this email City planning staff replies to the YMCA and states (in part):

Chris was copied on my email below and he and I discussed this issue earlier today.

Please take a moment to think about how frustrating it is to staff to specifically request that the OHWM be located on a set of plans and then find that this task was not completed. This information is necessary to ascertain Federal, State and Local permit requirements.

While your stormwater design – in concept – is consistent with the City’s engineering regulations it triggers a number of critical area regulations that I don’t think the YMCA wants to deal with. However, as my email stated, if you wish to pursue this design you certain can and I am happy to further identify the exact Federal, State and Local permits that would be required.

The failure of your team to identify and coordinate permit requirements does not constitute ‘moving goalposts’ by the City.

We look forward to receiving this information and moving this project forward.

In addition, in response to this email City engineering staff replies to the YMCA and states (in part):

To prevent this from causing everyone a severe headache, and to elaborate on conversations I have had with the YMCA engineering group and planning staff, I offer the following:

Currently, the latest submittal provided showed a portion of lindagren creek being worked on that would remove the maintenance classification of the swale outfall. In particular, it was the armoring of the channel on the opposite side of the bio-swale outfall. I would like to point out to everyone that Rebecca is bending over backwards to try and help this project avoid a permitting nightmare that would include the Army CORPS, Department of Ecology, and the DFW. I did discuss this with your group at a previous meeting, however, the exact design was up to your group, and what was submitted would have triggered the same permitting requirements as the original design of a separate outfall system. I hope this clarifies your request to understand why this is not classified as maintenance, and why your group should be having your biologist review any design work that involves lindagren creek prior to submitting.

This is not in any way moving goal posts, this is our department trying to help you avoid some serious time delays with outside permitting agencies. If your group decides that you do not want to revise the armoring on the opposite side of the channel, we will absolutely accept the plans with the current design, we just want to inform you that it will work against your construction timeline.

In a meeting on 9/11/17, Rebecca was clear about the requirement to show the OHWM on the plan set to make it technically complete, and this was not provided. This is one of two missing items to move the SEPA process forward. I imagine that your retained biologist and surveyor can get this data to Danny very quickly. We seriously recommend altering the design drawings to show work only on the project side of lindagren creek above the OHWM, including energy dissipation.

Note that the second item needed is a well-structured (enforceable) parking agreement, which is currently under review.

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Per my recent phone call with Danny, the fix to this is simple and I believe we have come up with further design options that could save the project more time and money. I will continue to work with Danny through the review process to come up with the best solution for your group. I would recommend during your next submittal, you schedule a time with Rebecca to do an intake review, so that anything else that has slipped through the cracks is caught prior to the document intake.

Following several additional emails the YMCA sends an email that states (in part):

First off, I apologize for omitting the OHWM of the creek – I’ll assume full responsibility. We are working on turning this around immediately. It’s my understanding that Danny and you have discussed this and once the OHWM is marked and surveyed, we’ll be able to determine best practice for revising the fix to the swale.

I’ve left messages with Pat Bunting and Andrea Bachman to check with their availability to stake the ordinary highwater mark of the creek. I’m unsure of their availability and quickness to getting to the site – I’ll know more when I hear back. Danny informed me that Dr. Lee would be willing to stake it once he is back in town, week after next. It would be preferable to complete the staking sooner, but we may not have an option. I’ve also discussed this with Bruce Lisser and he will be available immediately to survey it and, likewise, DCG will turn the plans around immediately as well.

NA	9.22.2017	<p>YMCA staff (Danny Ochoa) sends email to City engineering staff stating that he is unclear why his design is not classified as maintenance. Staff sends clarifying remarks (same day).</p> <p>It is clear that while the YMCA group is designing next to Critical Areas, they are not having YMCA Biologist or city Biologist look through or help co-ordinate design prior to submittal.</p> <p>Please see the stormwater/critical area comments made by the City on 6.15.2017 that are reiterated by the City’s consulting biologist Dr. Lee on 7.22.2017.</p>
NA	9.28.2017	<p>The YMCA submits revised site plans that contain the information previously requested by the City.</p>
24	9.29.2017	<p>City staff provides comments to the YMCA regarding the previously submitted Parking Sharing Agreement after meeting with the City Attorney.</p>
NA	10.4.2017	<p>The YMCA sends an email to the City regarding the comments provided by the City with regard to the Parking Sharing Agreement that, in part, states:</p> <p><i>After our last meeting with yourself and Chris we drafted a parking agreement that was focused on ensuring both Salem Lutheran Church in YMCA would coordinate parking via a monthly meeting. Chris had suggested this approach during this meeting.</i></p> <p><i>Kevin has rejected that approach and is now asking for exclusive use of the church parking for the YMCA. I am not sure how your department and the city legal counsel interact, but from my point of view it does not seem like Kevin was brought up to speed with our discussions.</i></p>

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The information that we have shared is the church parking lot has been fully used only three times in the past 11 years. Our statistics indicate that the church does not use their full parking spots on Sundays, and we feel the parking that we will provide on our lot would be more than enough to handle our projected parking load on Sunday mornings.

In response to this email City staff sends the YMCA an email back that states (in part):

It seems that your concern stems from the difference between the required content of a legal document and how the requirement contained within a document is executed.

Chris Phillips provided a suggestion regarding how this requirement could be implemented; he was not offering suggestions as to how the required legal document could be written.

The YMCA is required to provide 285 parking spaces to comply with city code. The documentation provided regarding the use of the Salem Lutheran Church parking lot allows staff to utilize a portion of the code that allows overlapping/cooperative use of parking – it does not reduce the number of parking spaces the YMCA needs to provide to be code compliant.

Please be advised that our department works closely with our City Attorney, Kevin Rogerson, and I had briefed him on the history and fact patterns surrounding this parking issue.

NA	10.5.2017	City Attorney calls and speaks with the YMCA’s Attorney. The Parking Agreement is revised by the YMCA and approved by the City.
25	10.17.2017	SEPA determination issued with Environmental Report. Hold placed on civil plans until SEPA conditions are complied with.
26	10.18.2017	City’s Engineering staff provides the YMCA with a letter outlining 44 corrections that need to be made to the previously submitted civil plans.



October 18, 2017

Jeremy McNett
Underwood Architecture

RE: PR17-859 Skagit Valley Family YMCA

Dear Jeremy,

Development Services has received and reviewed the items submitted to the city on 9/28/17 regarding the subject line site. Our review included the Civil Drawings, Drainage Report, Hydraulic Memo, Traffic Concurrency Analysis, and Fill and Grade Permit Application.

The following summarize the comments that the city has for this review:

Civil Drawings:

1. All Civil Sheets – Add city approval block per the attached on the redlined drawings. Note that the cover sheet has a different approval block than the remaining sheets.
2. All Civil Sheets – Add the sheet Title (for example, TESC Plan) to the title blocks for each respective sheet
3. All Civil Sheets – Please review the callouts used throughout the drawing set. There are multiple callouts that are inconsistent or reference the wrong sheets.
4. Sheet C01 – Add city inspection line contact info.
5. Sheet C01 – Add city engineer contact info.
6. Sheet C01 – Under notes, add project elevation datum and benchmark location/description.
7. Sheet C01 – It is unclear what civil sheet #10 is supposed to be (listed as grading and retaining wall details).
8. Sheet C01 – Remove dots in notes section.
9. Sheet C02 – Regarding the water note, full plans and details that have been reviewed and approved by Skagit PUD and the City of Mount Vernon are required prior to permit and plan approval.
10. Sheet C02 – Replace the General, Sanitary Sewer, and Storm Drainage Notes on this sheet with notes that have been attached to the redlined set.

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11. Sheet C03 – Provide Project Datum and Elevation Benchmark with values and location on this sheet.
12. Sheet C04 – Show all proposed stormwater piping on this sheet.
13. Sheet C10 – It is unclear what this sheet is for and what the details shown on this sheet reference.
14. Sheet C11 – It appears that some of the rooftop downspout lines are directed to the outfall into the existing city bio-swale. Note that all rooftop downspout lines are to be routed to some kind of dispersion device that routes the roofwater into the wetlands located on the west side of the project.
15. Sheet C11 – The swale shown on the western portion of the site does not meet the DOE treatment requirements. Updates to the design are required (see stormwater report comments).
16. Sheet C11 – Update the roof downspout design to disperse stormwater into wetlands located on the western portion of the property.
17. Sheet C11 – Detail callout for the cities bio-swale references sheet C11, should reference C19
18. Sheet C12 (and other sheets) – The cities bio-swale is called out as a detention pond. Please revise.
19. Sheet C12 – An outside drop is proposed for the connection to the sewer manhole at the northeast portion of the site. The city does not allow outside or inside drops unless a standard connection is infeasible. Revise to a standard connection to the manhole.
20. Sheet C12 – Add callout to the fire hydrant at the northwest corner of the proposed building.
21. Sheet C12 - There is an error in the Sanitary Sewer cleanouts rim elevation at the northwest corner of the proposed building.
22. Sheet C12 - This sheet (and all other sheets that have water layout or details) need a PUD approval block on the sheet.
23. Sheet C19 – Per conversations with the design engineer and city staff, please review the city’s bio-swale outfall design with Dr. Lynden Lee.
24. Sheet C19 – Outside drop connection will not be allowed. Remove the detail shown on this sheet.
25. DETAILS MISSING:
 - PARKING LOT SECTION
 - FIRE HYDRANT – COORDINATE ALLOWABLE TYPES WITH CITY FIRE MARSHALL

Stormwater Report:

26. Page 2: **DEVELOPED AND SITE RUNOFF CONDITIONS:** This section needs to be updated to address wetland dispersion.
27. Page 2: **SITE AREA AND SIZE OF IMPROVEMENTS:** Review areas listed in this section. Section also references car wash drive lanes, which I believe are not applicable to this project.
28. Page 3: **SITE SOILS AND GROUND COVER:** Update this section based on the Geotechnical report dated 6/20/17.
29. Page 5 & 6: **MR #2:** This section states that the project will not drain to a MS4, which is incorrect as the project will discharge to a bio-swale that is part of the city's municipal stormwater system.
30. Page 6: **MR #3:** Section states that on high use sites (which this is), an oil removal system should be used. This is not shown on the plan set.
31. Page 7: **MR #5:** For rooftops, this section states that dispersion is not feasible. Dispersion is feasible and will be required to hydrate the wetlands on the western portion of the property. Adjust this section of the report to address dispersion as it relates to the rooftop stormwater.
32. Page 8: **MR #6:** The design engineer needs to revise this section entirely. Review the 2014 SWMM, Vol V, Chapter 2, and address the projects stormwater treatment. This section will need to elaborate on what treatment types are required, what treatment types are provided, and justify the design per the 2014 SWMM. Note that what has been proposed for treatment does not meet the requirements of MR #6 in any way, shape or form.
33. Page 8: **MR #8:** The design engineer needs to revise this section entirely. This section states that the project does not discharge stormwater to a wetland and MR #8 is not applicable, which is not the case.
34. Page 13: **OFFSITE ANALYSIS:** The design engineer needs to revise this section entirely. The memorandum regarding the cities bio-swale needs to be placed into this section (fully merged into the stormwater report). Further, this section needs to address the repair and maintenance of the bio-swale outfall elements that are being repaired as part of this project.

GENERAL COMMENTS:

35. Provide a transmittal at the time of re-submittal
36. Provide a response letter addressing each comment, and specifically where the revision can be found. Note that this response is required to have the re-submittal reviewed.
37. Provide a PDF of the revised plans including all supplemental documentation on a CD or thumb drive. Note that this is required to have the re-submittal reviewed.

PR17-859 YMCA

38. Note that other departments in the city will be reviewing the submitted items; this is not a comprehensive list of all city comments.
39. A 2" conduit for city fiber will need to be installed from the proposed building to the existing utility pole located at the south end of the property, located roughly in the middle. Shown in google street view as pole # SWMP2. The conduit shall be tagged "COMV Fiber and have a mule tape (1200 psi minimum) pull line installed. Please show this on the plan set.
40. Retaining Walls over 4' in height will require a building permit.
41. The redline plan set and stormwater report is available at the front desk for pickup. Return plan and report redlines with the next submittal (these will be required to have the next submittal reviewed).
42. At any time during review or construction, the Development Services Department reserves the right to require additional comments and/or corrections, if necessary, to ensure compliance with all applicable codes, laws, standards, and ordinances.

If you have any questions, comments or need clarifications do not hesitate to contact Development Services at (360) 336-6214 or via email at aland@mountvernonwa.gov.

Sincerely,



Alan Danforth
Development Services Engineering Manager
City of Mount Vernon
Development Services Department

CC via email:

Kirsten Hawney, Planning Coordinator
Rebecca Lowell, Senior Planner
Krista Jewett, Permit Technician
File

Rick Prosser, Building Official
Steve Riggs, Fire Marshal
Dale Morgan, City Fiber



OPTIONAL MITIGATED DETERMINATION OF NON-SIGNIFICANCE (MDNS)

APPLICATION & APPLICATION NUMBER: New Hoag Road YMCA Development, PL17-050

PROJECT DESCRIPTION: Proposed is the construction of a new approximate 57,200± s.f. YMCA facility. This facility will include a four to six lane pool, a warm water recreation pool, a gymnasium with a running track, locker and changing rooms, exercise rooms, a community room, a kitchen, a teen center, administrative offices, and other auxiliary uses such as mechanical rooms, boiler room, electrical room and storage room(s). The YMCA has removed the Early Learning Center that they previously thought would be provided on this site. There will be a total of 180 parking stalls constructed on the YMCA property and the YMCA has been granted a parking and access easement for 118 parking stalls on the easterly abutting Salem Lutheran Church.

The project site contains two Category III wetlands (identified as wetlands A and B). The far western portion of the subject site is located within a Zone A1, the City’s regulated floodway.

The applicant will be required to install/extend utilities, create parking areas and to install landscaping as part of their site development. Stormwater from the site will be collected and treated before being conveyed to Lindergren Creek (a fish bearing waterway) that flows approximately 1,200 liner feet before discharging into the Skagit River. There will be approximately 6,200 cubic yards of excavation and approximately 5,800 cubic yards of fill as part of the site development. Utility lines greater than 10-inches in diameter will be installed.

OWNER/CONTACT INFORMATION:

	PROPERTY OWNER/APPLICANT:	CONTACT:
NAME:	Skagit Valley Family YMCA Contact: Bob Schrumm	Underwood Architecture Contact: Jeremy McNett
ADDRESS:	215 East Fulton Street Mount Vernon, WA 98273	1005 4 th Street Anacortes, WA 98221
TELEPHONE:	(360) 336-9632	(360) 588-0471
EMAIL:	b.schrumm@skagitymca.org	Jeremy@underwoodarchitecture.com

PROJECT LOCATION: The approximate 5.3± acre site is addressed as 1901 Hoag Road and is abuts the west boundary of the Salem Lutheran Church that has a site address of 2529 LaVenture Road. The Skagit County Assessor describes the subject site as parcel: P116052. The entire site is located within a portion of the SE ¼ of Section 18, Township 34 North, Range 04 East, W.M. The maps on page 2 show the general location of the site.

LEAD AGENCY: Mount Vernon Development Services Department. The lead agency for this proposal has determined that with appropriate mitigation this project does not have a probable adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist, various environmental and property reports, and other information on file with the lead agency.



The lead agency has determined that the requirements for environmental analysis, protection, and mitigation measures have been adequately addressed in the development regulations and comprehensive plan adopted under chapter 36.70A RCW, and in other applicable local, state, or federal laws or rules, as provided by RCW 43.21C.240 and WAC 197-11-158.

The following conditions have been identified that will be used to mitigate the impacts of the proposal¹:

1. Any person engaged in ground disturbing activity who encounters or discovers historical and/or archeological materials in or on the ground shall:
 - a. Immediately cease any activity which may cause further disturbance;
 - b. Make a reasonable effort to protect the area from further disturbance; and,
 - c. Report the presence and location of the material to the proper authorities in the most expeditious manner possible.
2. An easement providing public access to and along the Ted Reep trail through the subject site shall be granted to the City of Mount Vernon prior to the issuance of a final certificate of occupancy for the YMCA building. The easement shall be reviewed and approved by the City Attorney and the Parks and Enrichment Services Director prior to being recorded.
3. The applicant shall submit a completed Biological Opinion Checklist to the satisfaction of the Development Services Department documenting that the project does not have an adverse effect on endangered species or their critical habitat prior to any permits authorizing land disturbing activities being issued.
4. A parking supply ratio of 5.03 stalls per 1,000 s.f. of the YMCA building (minus the square footage of medical office uses) shall be required. Should a medical office use be constructed as part of the subject proposal one parking space for each 250 square feet of net floor area shall also be provided. Prior to issuance of the first building permit the applicant shall submit to the City final square footage calculations for all proposed structures, and their respective uses, so that the final number of required parking spaces can be calculated. If additional parking spaces are required the YMCA will be required to submit site plans and/or a revised parking easement agreement that shows the applicant is providing the minimum number of off-street parking spaces and is complying with all other applicable portions of MVMC Chapter 17.84, Parking, before the first building permit can be issued.
5. All work completed within the 50-foot wetland buffer or near or below the ordinary high water mark (OHWM) of Lindegren Creek shall comply with all of the following conditions:
 - a. The City's consultant biologist and/or engineering staff shall be on-site for the duration of this work and shall submit reports documenting the progress and completion of these activities to the City.
 - b. If while monitoring construction activities within the buffer and/or channel of Lindegren Creek the City's Biologist and/or engineering staff deems it necessary to have the applicant install or implement additional mitigation measures to protect the structure and/or functions of the creek the applicant shall be responsible for completing these requests in a timely manner.
 - c. The applicant shall be responsible for all costs associated with this work.

ADDITIONAL COMMENT PERIOD: The City is using its discretion under WAC 173-11-355(4) to issue a MDNS with a comment period that shall be limited to the below-listed new information received by the City after the Notice of Application/ Proposed Optional MDNS comment period ended on May 24, 2017. Comments will be accepted limited to the following documents:

- YMCA Parking Review letter dated July 12, 2017, from Transportation Solutions, Inc.,
- Critical Area Addendum dated June 22, 2017, from Graham-Bunting Associates
- All stormwater related reports, site plans, and associated materials
- All site plans

¹ These SEPA mitigation measures (conditions) are in addition to conditions and/or mitigation measures that will be applied through the City's existing development regulations.

Comments on the above-listed new information used to inform the issuance of this Mitigated Determination of Non-Significance (MDNS) must be submitted, in writing, no later than **5:00 p.m. on October 30, 2017**. Comments should be as specific as possible. Any person may comment on the application, receive notice of and request a copy of the decision once it is made.

ENVIRONMENTAL DETERMINATION APPEAL PROCESS: The City issued an optional DNS (per RCW 43.21C.110/WAC 197-11-355) with proposed mitigation measures on May 11, 2017 and provided notice that the comment periods for the project and the proposed MDNS were integrated into a single comment period. Once the comment period ended on May 24, 2017 the City reevaluated the intent to issue a MDNS under WAC 197-11-355(4) and requested and obtained additional information prior to making a threshold determination. An additional comment period has been established limited to the new information used to inform the issuance of the threshold determination.

Therefore, once the additional comment period tolls appeals of the environmental determination must be filed in writing on or before **5:00 p.m. on November 9, 2017**. Appeals must be filed in writing together with the required \$100.00 application fee to: Hearing Examiner, City of Mount Vernon, PO Box 809, Mount Vernon, WA 98273. Appeals to the Examiner are governed by City of Mount Vernon Municipal Code Section 15.06.215. Additional information regarding the appeal process may be obtained from the staff 'Contact Person' listed below.

The application and supporting documentation are available for review at the Development Services Department located at City Hall. Copies will be provided upon request at the cost of reproduction.

CITY CONTACT PERSON: Development Services Department
Contact: Rebecca Lowell
P.O. Box 809 / 910 Cleveland Ave.
Mount Vernon, WA 98273
(360) 336-6214 - rebeccab@mountvernonwa.gov

City staff has created a page on the City's website where the site plans, technical reports, and other pertinent information can be viewed. This webpage can be viewed as follows: navigate to: www.mountvernonwa.gov; once here click on 'Departments' then 'Development Services' then 'News Notices' then scroll down the page until you find the project name/number.

RESPONSIBLE PERSON: Rebecca Lowell, Senior Planner

DATE October 16, 2017 **SIGNATURE** _____

ISSUED: October 17, 2017
PUBLISHED: October 18, 2017

SENT TO: APPLICANT, PARTIES OF RECORD, SEPA REGISTER, DOE, COE, COMMERCE, CNG, WDFW, DNR, DIKE AND DRAINAGE DISTRICTS (as applicable), DOT, FRONTIER, FRONTIER NW, DAHP, NW CLEAN AIR AGENCY, PORT OF SKAGIT COUNTY, PSE, SAMISH TRIBE, SCOG, SKAGIT COUNTY PDS, PUD #1, SKAGIT RIVER SYSTEM COOPERATIVE, SKAGIT RIVER SYSTEMS, SVC, SKAT, SWINOMISH TRIBE, AND UPPER SKAGIT TRIBE



SEPA ENVIRONMENTAL REVIEW STAFF REPORT

A. BACKGROUND

APPLICANT & APPLICATION NAME/NUMBER: East Village Short Plat, PL16-150

	PROPERTY OWNER/APPLICANT:	CITY STAFF CONTACT:
NAME:	Skagit Valley Family YMCA Contact: Bob Schrumm	Development Services Department Contact: Rebecca Lowell
ADDRESS:	215 East Fulton Street Mount Vernon, WA 98273	P.O. Box 809 / 910 Cleveland Ave Mount Vernon, WA 98273
TELEPHONE:	(360) 336-9632	(360) 336-6214
EMAIL:	b.schrumm@skagitymca.org	rebeccab@mountvernonwa.gov

PROJECT DESCRIPTION: Proposed is the construction of a new approximate 57,200± s.f. YMCA facility. This facility will include a four to six lane pool, a warm water recreation pool, a gymnasium with a running track, locker and changing rooms, exercise rooms, a community room, a kitchen, a teen center, administrative offices, and other auxiliary uses such as mechanical rooms, boiler room, electrical room and storage room(s). The YMCA has removed the Early Learning Center that they previously thought would be provided on this site. There will be a total of 180 parking stalls constructed on the YMCA property and the YMCA has been granted a parking and access easement for 118 parking stalls on the easterly abutting Salem Lutheran Church. **See the accompanying MDNS for the full project description.**

PROJECT LOCATION: The approximate 5.3± acre site is addressed as 1901 Hoag Road and is abuts the west boundary of the Salem Lutheran Church that has a site address of 2529 LaVenture Road. The Skagit County Assessor describes the subject site as parcel: P116052. The entire site is located within a portion of the SE ¼ of Section 18, Township 34 North, Range 04 East, W.M. **See the accompanying MDNS for vicinity maps.**

B. RECOMMENDATION

Based on analysis of probable impacts from the proposal, the Responsible Official has made the following Environmental Determination:

DETERMINATION OF NON-SIGNIFICANCE	
<input type="checkbox"/>	Issue DNS with a 10 day Appeal Period.

DETERMINATION OF NON - SIGNIFICANCE - MITIGATED.	
<input type="checkbox"/>	Issue DNS-M with a 10 day Appeal Period.
<input checked="" type="checkbox"/>	Issue DNS-M with 14 day Comment Period followed by a 10 day Appeal Period.

C. SEPA PROCESS TIMELINE

Benchmark:	Date:	Authority:
Application Submitted & Deemed Counter Complete	4.28.2017	MVMC 14.05.110(C)(1) to (4)
Application Deemed Technically Complete	5.8.2017	MVMC 14.05.110(D) RCW 36.70B.070
NOA/Optional MDNS Issued	5.11.2017	MVMC 14.05.150(A) RCW 36.70B.110 WAC 197-11-355
NOA/Optional MDNS Comment Period Ended	5.24.17	MVMC 15.06.120 WAC 197-11-355 RCW 43.21C.110
Project on hold pending the submittal of revised and/or new materials to address the applicants plans to place items within the regulated floodway and to identify on-site parking to comply with the MVMC	5.10.17	MVMC 14.05.110(D)(3) & (4) WAC 197-11-335
Received revised site plans that removed improvements from the floodway	8.24.2017	NA
Project on hold pending the submittal of revised and/or new materials with regard to stormwater conveyance pipes, catchbasins, rip rap, and a new outfall into Lindergren Creek	7.22.2017	MVMC 14.05.110(D)(3) & (4) WAC 197-11-335
Received Revised Stormwater Plans that can be classified as maintenance and repair of the existing off-site stormwater facility per the MVMC	9.28.17	NA
Received Parking Sharing Agreement that complies with the MVMC	10.5.17	NA
MDNS Issued with Comment and Appeal Period – Accompanied by Environmental Report	10.16.17	MVMC 15.06.215 WAC 197-11-355(4)

D. MITIGATION MEASURES

The lead agency has determined that the requirements for environmental analysis, protection, and mitigation measures have been adequately addressed in the development regulations and comprehensive plan adopted under chapter 36.70A RCW, and in other applicable local, state, or federal laws or rules, as provided by RCW 43.21C.240 and WAC 197-11-158.

The following conditions have been identified that will be used to mitigate the impacts of the proposal¹:

1. Any person engaged in ground disturbing activity who encounters or discovers historical and/or archeological materials in or on the ground shall:
 - a. Immediately cease any activity which may cause further disturbance;
 - b. Make a reasonable effort to protect the area from further disturbance; and,
 - c. Report the presence and location of the material to the proper authorities in the most expeditious manner possible.

¹ These SEPA mitigation measures (conditions) are in addition to conditions and/or mitigation measures that will be applied through the City's existing development regulations.

2. An easement providing public access to and along the Ted Reep trail through the subject site shall be granted to the City of Mount Vernon prior to the issuance of a final certificate of occupancy for the YMCA building. The easement shall be reviewed and approved by the City Attorney and the Parks and Enrichment Services Director prior to being recorded.
3. The applicant shall submit a completed Biological Opinion Checklist to the satisfaction of the Development Services Department documenting that the project does not have an adverse effect on endangered species or their critical habitat prior to any permits authorizing land disturbing activities being issued.
4. A parking supply ratio of 5.03 stalls per 1,000 s.f. of the YMCA building (minus the square footage of medical office uses) shall be required. Should a medical office use be constructed as part of the subject proposal one parking space for each 250 square feet of net floor area shall also be provided. Prior to issuance of the first building permit the applicant shall submit to the City final square footage calculations for all proposed structures, and their respective uses, so that the final number of required parking spaces can be calculated. If additional parking spaces are required the YMCA will be required to submit site plans and/or a revised parking easement agreement that shows the applicant is providing the minimum number of off-street parking spaces and is complying with all other applicable portions of MVMC Chapter 17.84, Parking before the first building permit can be issued.
5. All work completed within the 50-foot wetland buffer or near or below the ordinary high water mark (OHWM) of Lindergren Creek shall comply with all of the following conditions:
 - a. The City's consultant biologist and/or engineering staff shall be on-site for the duration of this work and shall submit reports documenting the progress and completion of these activities to the City.
 - b. If while monitoring construction activities within the buffer and/or channel of Lindergren Creek the City's Biologist and/or engineering staff deems it necessary to have the applicant install or implement additional mitigation measures to protect the structure and/or functions of the creek the applicant shall be responsible for completing these requests in a timely manner.
 - c. The applicant shall be responsible for all costs associated with this work.

ADVISORY NOTES TO APPLICANT

The following notes are supplemental information provided in conjunction with the environmental determination. Because these notes are provided as information only, they are not subject to the appeal process for environmental determinations.

D. ENVIRONMENTAL IMPACTS AND MITIGATION

In compliance with RCW 43.21C. 240, project environmental review addresses only those project impacts that are not adequately addressed under existing development standards and environmental regulations.

1. EARTH

Impacts: Grading activities: site development will require approximately 6,200 cubic yards of cut and 5,800 cubic yards of fill.

Mitigation Measures: Listed within the applicant's environmental checklist as well as required compliance with the City's existing standards and regulations for land disturbing. Construction best management practices will be utilized to minimize potential impacts from earthwork grading and clearing on the site.

The applicant's contractor(s) will be required to comply with the City's code requirements related to stormwater runoff and site grading. The applicant will also be required to obtain and comply with the WA State Department of Ecology's NPDES permit and their associated requirements.

Nexus: MVMC Chapters 13.33 (Storm Water Drainage Utility), 15.04 (Building Code), 15.16 (Grading, Excavation and Fill), 15.18 (Land Clearing), and Mount Vernon Engineering Standards.

2. STORMWATER

Impacts: A series of stormwater conveyance pipes and catchbasins will be installed to collect site stormwater and route it to either the existing off-site biofiltration facility or to dispersion trenches that will be used to hydrate the existing on-site wetlands with stormwater from non-pollution generating surfaces. The applicant will be repairing the existing off-site biofiltration facility that empties into Lindergrén Creek.

Mitigation Measures: Listed within the applicant's environmental checklist, detailed within their Stormwater Analysis prepared by a licensed Professional Engineer, shown on their construction plans, and the mitigation measures outlined with this MDNS. In addition, the applicant will comply with City, State and Federal regulations. Runoff during construction will be handled in conformance with the City's regulations and standards. A NPDES permit from the State of Washington Department of Ecology for construction activities will be required as part of this project.

Nexus: MVMC Chapters 13.33 (Storm Water Drainage Utility), 15.16 (Grading, Excavation and Fill), and Mount Vernon Engineering Standards.

3. TRAFFIC

Impacts: a total of 63 new PM peak hour traffic trips were expected from a 45,000 s.f. YMCA plus a 4,700 s.f. child care center. The applicant has changed these square footages and uses since the traffic concurrency review was completed. However, the changes are minor enough that a new report is not needed for the SEPA process.

There will also be construction related traffic that will occur as this site is being developed.

Mitigation Measures: Compliance with the City's MVMC provisions.

Nexus: MVMC Title 12, Chapter 14.10 (Concurrency Management), Chapter 3.40 (Impact Fees), 15.16 (Grading, Excavation and Fill), 16.16 (Design Standards for Non-arterial Streets) and Mount Vernon Engineering Standards.

4. CRITICAL AREAS

Impacts: two (2) Category III wetlands and a Type F (fish habitat) stream with their associated buffers all exist on or in close proximity to the site.

Mitigation Measures: standard buffers will be applied to the on-site wetlands to avoid project impacts. Critical areas and their associated buffers will be delineated with split rail fences and critical area signage and designated as Native Growth Protection Areas (NGPAs) through an easement the applicant will be required to execute prior to building occupancy.

The applicant will be required to comply with the City's Critical Areas Code, the WA State Department of Ecology's rules/requirements and (potentially) the Federal Corps of Engineers rules/requirements.

Nexus: MVMC Chapter 15.06 (Environmental Policies), Chapter 15.40 (Critical Areas Code), RCW 90.48, 33 U.S. Code Chapter 26 (Federal Water Pollution Control Act)

E. CITY & AGENCY COMMENTS

The proposal has been circulated internally to applicable City Departments and to all of the following agencies, districts, utility companies and tribes: WA State Department of Ecology, Federal Army Corps of Engineers, WA State Department of Commerce, Cascade Natural Gas, WA State Department of Fish and Wildlife, WA State Department of Natural Resources, WA State Department of Transportation, WA State Department of Archeology and Historic Preservation, NW Clean Air Agency, Skagit Council of Governments, Port of Skagit County, Skagit County Planning and Development Services, Samish Tribe, Skagit River System Cooperative, Skagit River Systems, Skagit Valley

College, Skagit Transit, Swinomish Tribe, Upper Skagit Tribe, Frontier, Frontier Northwest, Puget Sound Energy, Public Utility District #1, and the Dike and Drainage Districts the subject site is located within.

Copies of all Comments are contained in the Official File

Copies of Comments received from City Staff and Agencies are attached to this report

Following is a list of the comments received from City Staff and Agencies:

- Memo from Ana Chesterfield (Development Services Engineering Manager) dated May 23, 2017
- Letters from Gretchen Kaehler, Assistant State Archaeologist, Local Governments with the WA State Department of Archaeology & Historic Preservation, dated May 23, 2017 and July 13, 2017
- Email from Wendy Cole, Area Habitat Biologist with the WA State Department of Fish and Wildlife, dated May 12, 2017
- Email from Jackie Ferry, Cultural Director of the Samish Indian Nation, dated May 17, 2017

F. OTHER PUBLIC COMMENTS

The proposal has been circulated to property owners near the subject site. Comments received from neighbors and other concerned citizens are listed, and briefly summarized below. Comments from staff, if applicable, are incorporated below.

Copies of all Comments are contained in the Official File

Copies of received Comments are attached to this report

Due to the number of comments that are similar in nature staff has provided comments following this table.

NAME	ADDRESS	COMMENT(S) SUMMARY
Brian and Michelle Ross	2020 Hoag Road	Increased traffic on Hoag Road, where off-street parking will be located, light pollution, noise impacts, and property value/marketability impacts to their property due to the increase in traffic, parking issues, increased lighting and noise
32 different Residents near the project site (see attached letter for names/addresses)		Increased traffic congestion and side road entry capability, increased pedestrian safety (school children and local residents), and use of the main traffic lane by Skagit Transit’s bus stop

Below is a brief explanation to aid in understanding the legal limitations staff has with regard to approving, denying, and/or conditioning the subject project related to the SEPA process.

BACKGROUND: Mount Vernon is a Growth Management Act (GMA) city (RCW 36.70A). As such, the primary role of the SEPA process is to focus on environmental impacts not addressed by the City’s existing, adopted, development regulations, Comprehensive Plan, and other applicable local, state and federal laws and regulations (RCW 36.70B.030). This means that staff does not analyze previous legislative actions resulting in existing, zoning, adopted regulations or other similarly adopted land use decisions.

Please see the ‘Notes to the Applicant’ that staff has provided at the end of this document that addresses some of the comments received from the public that are not otherwise documented within this Report.

G. ENVIRONMENTAL DETERMINATION COMMENT & APPEAL PROCESS

The City is using its discretion under WAC 173-11-355(4) to issue a MDNS with a comment period that shall be limited to the below-listed new information received by the City after the Notice of Application/ Proposed MDNS comment period ended on May 24, 2017. Comments will be accepted limited to the following documents:

- YMCA Parking Review letter dated July 12, 2017, from Transportation Solutions, Inc.
- Critical Area Addendum dated June 22, 2017, from Graham-Bunting Associates
- All stormwater related reports, site plans, and associated materials
- All site plans

Comments on the above-listed new information used to inform the issuance of this Mitigated Determination of Non-Significance (MDNS) must be submitted, in writing, no later than **5:00 PM on OCTOBER 30, 2017**. Comments should be as specific as possible. Any person may comment on the application, receive notice of and request a copy of the decision once it is made.

Appeals of the environmental determination must be filed in writing on or before **5:00 PM on NOVEMBER 9, 2017**. Appeals must be filed in writing together with the required \$100.00 application fee to: Hearing Examiner, City of Mount Vernon, P.O. Box 809, Mount Vernon, WA 98273. Appeals to the Examiner are governed by City of Mount Vernon Municipal Code Section 15.06.215. Additional information regarding the appeal process may be obtained from the City of Mount Vernon Development Services Department by calling (306)336-6214.

H. NOTES TO THE APPLICANT

1. Revised site plans to address each of the following needs to be submitted, reviewed, and approved before the indicated permits/approvals can be issued by the City:
 - a. Revised stormwater design to incorporate energy dissipation at the stormwater outfall to be approved by the City's biologist and engineering staff prior the issuance of a Fill & Grade Permit.
 - b. Landscaping plans that comply with MVMC Chapter 17.93 prior to the issuance of the first building permit.
 - c. Revised site plans that include parking lot, building, and any other exterior lighting. These plans shall include the location, fixture type, and a photometric lighting plan so that staff can make sure lighting impacts comply with the MVMC thus mitigating negative impacts to neighbors.
 - d. A noise study shall be submitted for all rooftop and/or outdoor mechanical equipment to ensure compliance with MVMC Chapter 9.28, Noise. Any mitigation required to comply with the City's noise ordinance shall be installed. This study shall be submitted prior to the issuance of the first building permit.
 - e. As noted in the Preliminary Geotechnical Report from GeoEngineers, dated February 9, 2017, additional geotechnical exploration and design level conclusions and recommendations from a licensed engineer are required prior to final design. The applicant is urged to carefully coordinate with the City's engineering and building department staff to make sure that what is being designed complies with all applicable portions of the MVMC.
 - f. All of the monitoring and inadvertent discovery protocols outlined with the report, Archaeological Monitoring Plan for the Skagit Valley Family YMCA Project, Mount Vernon, Skagit County, Washington, completed by Dave Iversen (ASM Affiliates, Inc) dated June 2017 shall be followed/complied with throughout all construction and/or land disturbance activities on the subject site.
 - g. An updated Traffic Concurrency Report will need to be completed prior to the issuance of the first building permit. This is required because the square footage and proposed uses of the site have changed since the first report was completed.
 - h. The applicant will be required to record a NGPA easement over the wetlands and their associated buffers on the project site. In addition, split rail fencing and critical area signage must be installed along the outer buffer edges prior to building occupancy.



Date: May 23, 2017

To: Rebecca Lowell, Senior Planner

From: Ana Chesterfield, Development Services Engineering Manager *AC*

Subject: **PL17-050 YMCA SEPA and Site Plan Review – Engineering Comments**

- A. The drainage report is very preliminary in nature:
- a. The project is required to meet stormwater quality and shall comply with City of Mount Vernon Municipal Code 13.33 and 2014 Department of Ecology Stormwater Manual.
 - b. A basin map is required
 - c. Compliance with DOE Minimum Requirement #8 Wetlands - is required and should be addressed in the stormwater analysis report
 - d. The development requires a stormwater downstream analysis prepared by a licensed civil engineer per the 2014 Department of Ecology Stormwater Manual and MVMC 13.33 to determine and address any downstream issues.
 - e. The applicant should also note the use of flow charts for new development and redevelopment shall be per DOE 2014
- B. A Construction General Stormwater permit from Department of Ecology is required for the project. A SWPPP is required.
- C. The geotechnical report seems preliminary in nature. The City expects that a more robust report will be submitted for the Fill and Grade Permit. This report should also address the existing fill on the site as well as its suitability to remain and support the proposed structures and infrastructure.
- D. The report provided shall address infiltration potential from soils on site.
- E. The stormwater report does not address Low Impact Development feasibility criteria as required by 2014 Department of Ecology.
- F. An operation and maintenance manual is required before final project closure. The O&M shall lay out scheduled maintenance of Low Impact Development Facilities as well as any other stormwater facilities.
- G. An access easement for required maintenance inspections of the on-site stormwater system shall be granted to the City of Mount Vernon.
- H. The City requires a plan outlining the frequency, quantity and duration for draining the pool(s). Draining large quantities of water for an extended period will have an impact on the function and capacity of the Hoag Road pump station.

Traffic Analysis Report/Access and Circulation:

- I. Compliance with the recommendations of the traffic report by Transportation Solutions, Inc. dated January 18th 2017 is required. Civil design shall reflect accordingly - see sheet 6 of 6 for conditions and recommendations. Any deviations from these conditions shall be approved by the City of Mount Vernon City Engineer. In some instances additional engineering analysis might be required as determined during plan review.
- J. Existing and proposed access driveways and sidewalks are required to meet ADA standards.
- K. Illumination might be required depending on the location of proposed driveways in relation to existing street lighting
- L. Ensure the following internal circulation requirements for emergency vehicles and service truck are met - Minimum turning radii to be as follows:
 - a. Solid Waste vehicles turning radii:
 - i. Inside 44.6
 - ii. Outside 69.6
 - b. Fire Truck turning radii:
 - i. 28' Inside
 - ii. 45' Outside
 - c. 25' Overhead Clearance
- M. Fire access roads shall be capable of supporting the imposed loads of fire equipment and apparatus of at least 75,000 pounds GW and 45,000 pound point load.

General Comments:

- N. Compliance with City of Mount Vernon Engineering Standard is a requirement.
- O. Provide a haul route for review and approval.
- P. Show existing utility easement on the civil plans
- Q. New Driveways and sidewalks shall comply with ADA as well as with City of Mount Vernon Engineering Standards
- R. Please ensure the project is using the most current WSDOT Standard Plans for driveways and ramps detail
- S. Minimum 26-foot width access to fire hydrants is required unless otherwise approved by the Fire Department.
- T. City Fiber Conduit Installation is required for the project. See City of Mount Vernon Engineering Standards for guidance.

Note that these comments do not constitute a formal or detailed review of the engineering data and supplemental information provided. Further and more detailed engineering reviews will be performed once civil plans and reports are submitted review.



Allyson Brooks Ph.D., Director
State Historic Preservation Officer

May 23, 2017

Ms. Rebecca Lowell
Senior Planner
City of Mount Vernon
910 Cleveland Ave.
PO Box 809
Mount Vernon, WA98273

In future correspondence please refer to:

Project Tracking Code: 2016-11-08401

Property: Cultural Resources Assessment for the Skagit Valley Family YMCA, Mount Vernon, Skagit County, Washington

Re: Archaeology - Professional Archaeological Monitoring and Monitoring Plan Requested

Dear Ms. Lowell:

Thank you for contacting the State Historic Preservation Officer (SHPO) and the Department of Archaeology and Historic Preservation (DAHP) with documentation regarding the above referenced project. No archaeological resources were identified. However the project area still retains a high potential for precontact archaeological resources. We concur with the recommendation a professional archaeological monitor be onsite to monitor ground disturbing activities. We request that an archaeological monitoring and inadvertent discovery plan (MIDP) be prepared and submitted to DAHP and the interested Tribes prior to ground disturbance and monitoring.

Thank you for the opportunity to review. Should you have any questions, please feel free to contact me.
Sincerely,

A handwritten signature in blue ink that reads 'Gretchen Kaehler'.

Gretchen Kaehler
Assistant State Archaeologist, Local Governments
(360) 586-3088
gretchen.kaehler@dahp.wa.gov

cc. Jackie Ferry, THPO, Samish Tribe
Kerry Lyste, Cultural Resources, Stillaguamish Tribe
Jennifer VanEyck, Stillaguamish Tribe
Josephine Peters, THPO, Swinomish Tribe
James Harrison, Archaeologist, Swinomish Tribe
Scott Schuyler, Cultural Resources, Upper Skagit Tribe
Dave Iversen, Principal, ASM Affiliates





Allyson Brooks Ph.D., Director
State Historic Preservation Officer

May 23, 2017

Ms. Rebecca Lowell
Senior Planner
City of Mount Vernon
910 Cleveland Ave.
PO Box 809
Mount Vernon, WA98273

In future correspondence please refer to:
Project Tracking Code: 2016-11-08401
Property: EZ-1 for Skagit Valley Family YMCA

Re: Archaeology - Concur with Survey, Please add attached Inadvertent Discovery Plan to Permit

Dear Ms. Lowell:

Thank you for contacting the State Historic Preservation Officer (SHPO) and the Department of Archaeology and Historic Preservation (DAHP) with documentation regarding the above referenced project. No archaeological resources were identified. We concur with the recommendation that the project be allowed to proceed as planned without further archaeological oversight at this time. Please add the attached Inadvertent Discovery Plan (IDP) to the permit with a condition that the IDP must be followed in the unlikely event of the inadvertent discovery of archaeology and/or human remains.

Thank you for the opportunity to review. Should you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in blue ink that reads 'Gretchen Kaehler'. The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Gretchen Kaehler
Assistant State Archaeologist, Local Governments
(360) 586-3088
gretchen.kaehler@dahp.wa.gov

cc. Jackie Ferry, THPO, Samish Tribe
Kerry Lyste, Cultural Resources, Stillaguamish Tribe
Jennifer VanEyck, Stillaguamish Tribe
Josephine Peters, THPO, Swinomish Tribe
James Harrison, Archaeologist, Swinomish Tribe
Scott Schuyler, Cultural Resources, Upper Skagit Tribe
Dave Iversen, Principal, ASM Affiliates





Allyson Brooks Ph.D., Director
State Historic Preservation Officer

July 13, 2017

Ms. Rebecca Lowell
Senior Planner
City of Mount Vernon
910 Cleveland Ave.
PO Box 809
Mount Vernon, WA98273

In future correspondence please refer to:

Project Tracking Code: 2016-11-08401

Property: DNS SEPA PL17-050 New Hoag Road YMCA, *Archaeological Monitoring Plan for the Skagit Valley Family YMCA Project, Mount Vernon, Skagit County, Washington*

Re: Archaeology - Concur with Monitoring and Inadvertent Discovery Plan (MIDP)

Dear Ms. Lowell:

Thank you for contacting the State Historic Preservation Officer (SHPO) and the Department of Archaeology and Historic Preservation (DAHP) with documentation regarding the above referenced project. We concur with the attached monitoring plan and agree that the project may proceed with the presence of a professional archaeological monitor onsite to monitor ground disturbance under the attached IDP.

Thank you for the opportunity to review. Should you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in blue ink that reads 'Gretchen Kaehler' with a long, sweeping underline.

Gretchen Kaehler
Assistant State Archaeologist, Local Governments
(360) 586-3088
gretchen.kaehler@dahp.wa.gov

cc. Jackie Ferry, THPO, Samish Tribe
Kerry Lyste, Cultural Resources, Stillaguamish Tribe
Jennifer VanEyck, Stillaguamish Tribe
Josephine Peters, THPO, Swinomish Tribe
James Harrison, Archaeologist, Swinomish Tribe
Scott Schuyler, Cultural Resources, Upper Skagit Tribe
Dave Iversen, Principal, ASM Affiliates



From: [Cole, Wendy D \(DFW\)](#)
To: [Lowell, Rebecca](#)
Subject: new YMCA
Date: Friday, May 12, 2017 6:45:59 AM

Hi Rebecca,

My comment is only that unless this outfall into Lindegren Creek is covered through an NPDES permit, it will require a Hydraulic Project Approval from WDFW.

Thanks,
Wendy

Wendy Cole
Washington Department of Fish and Wildlife
Area Habitat Biologist
P.O. Box 1100
La Conner, WA 98257
360-466-4345 x. 272
360-466-0515 fax
wendy.cole@dfw.wa.gov

Lowell, Rebecca

From: Jackie Ferry <jferry@samishtribe.nsn.us>
Sent: Wednesday, May 17, 2017 12:41 PM
To: Beacham, Linda
Subject: RE: City of Mount Vernon DNS SEPA PL17-050

Hi Linda,

At this time, we have no cultural resources concerns with this project.

Thanks,

Jackie

Jackie Ferry, MA, RPA | Cultural Director | Tribal Historic Preservation Officer | Samish Indian Nation
2918 Commercial Ave | Anacortes, WA 98221-2738 | Monday - Thursday
Office: 360.293.6404 ext. 126 | Fax: 360.299.0790 | E-mail: jferry@samishtribe.nsn.us

-----Original Message-----

From: Beacham, Linda [mailto:lindabe@mountvernonwa.gov]
Sent: Thursday, May 11, 2017 12:25 PM
To: Agriculture <kmclain@agr.wa.gov>; Army Corps of Engineers <Ronald.j.wilcox@usace.army.mil>; Cascade Natural Gas <Albert.Grzeskowiak@cngc.com>; DAHP <dahp.separeview@dahp.wa.gov>; Department of Commerce <Reviewteam@commerce.wa.gov>; Department of Commerce <doug.peters@commerce.wa.gov>; Department of Fish & Wildlife <wendy.cole@dfw.wa.gov>; Department of Fish & Wildlife SEPA Review <SEPAdesk@dfw.wa.gov>; Dike District <DAVID@DNDSEED.COM>; Dike District 17 (Daryl Hamburg) <dhamburgs@msn.com>; Dike District 3 (Gary Jones) <gjones5217@gmail.com>; Dike District 3 (Peter Ojala <petero@snohomishlaw.com>; DNR SEPA Review <sepacenter@dnr.wa.gov>; DOE <sepaunit@ecy.wa.gov>; DOE NW Region <tamara.sacayanan@ecy.wa.gov>; DOH (Dept of Health) <kelly.cooper@doh.wa.gov>; DOT <Roland.Storme@wsdot.wa.gov>; Drianage District 12 <dkdist12@cnw.com>; DSHS <terri.sinclair-olson@dshs.wa.gov>; Frontier <bret.t.murdock@ftr.com>; Frontier (Lawrence Bogues) <lawrence.bogues@ftr.com>; Kaehler, Gretchen <gretchen.kaehler@dahp.wa.gov>; MVSD <Cbruner@MVSD320.org>; Northwest Clean Air Agency <agatam@nwcleanairwa.gov>; Parks <randy.kline@parks.wa.gov>; Port of Skagit County <sara@portofskagit.com>; Port of Skagit County <patsym@portofskagit.com>; Puget Sound Energy <jeff.mcmeekin@pse.com>; Puget Sound Energy <Dom.Amor@PSE.com>; Jackie Ferry <jferry@samishtribe.nsn.us>; Skagit Co. Planning & Development Svc <pds@co.skagit.wa.us>; Skagit Council of Governments <KevinM@scog.net>; Skagit County Planning & Permitting <brandonb@co.skagit.wa.us>; Skagit County PUD <trueman@skagitpud.org>; Skagit County PUD <Larry.Saunders@skagitpud.org>; Skagit River System Cooperative <thyatt@skagitcoop.org>; Skagit River Systems <jmeyer@skagitcoop.org>; Skagit Valley Community College <Dave.scott@skagit.edu>; SKAT <jmacdonald@SkagitTransit.org>; SKAT <iwatson@SkagitTransit.org>; Stillaguamish Tribe <klyste@stillaguamish.com>; Swinomish Tribal Community <eknight@swinomish.nsn.us>; Swinomish Tribal Community <jpeters@swinomish.nsn.us>; Tulalip Tribe <ryoung@tulaliptribes-nsn.gov>; Upper Skagit Indian Tribe <jenniferw@upperskagit.com>; Upper Skagit Tribe <sschuyler@UPPERSKAGIT.com>
Subject: City of Mount Vernon DNS SEPA PL17-050

Type of Document: Notice of Application, Proposed Optional Mitigated Determination of Non-Significance and SEPA

Exhibit 25

Description of Proposal: Construction of a new approximate 63,000± s.f. YMCA facility. This facility will include a four to six lane pool, a warm water recreation pool, a gymnasium with a running track, locker and changing rooms, exercise rooms, an early learning center, a community room, a kitchen, a teen center, administrative offices, and other auxiliary uses such as mechanical rooms, boiler room, electrical room and storage room(s). A maximum of 460 parking spaces will be required to serve the subject site. The project site contains two Category III wetlands (identified as wetlands A and B). The far western portion of the subject site is located within a Zone A1, the City's regulated floodway. The applicant will be required to install/extend utilities, create parking areas and to install landscaping as part of their site development. Stormwater from the site will be collected and treated before being conveyed to Lindergren Creek (a fish bearing waterway) that flows approximately 1,200 linear feet before discharging into the Skagit River. There will be approximately 6,200 cubic yards of excavation and approximately 5,800 cubic yards of fill as part of the site development. Utility lines greater than 10-inches in diameter will be installed.

Date of Issuance: May 11, 2017

Lead Agency Contact: Rebecca Lowell, Senior Planner, City of Mount Vernon, 360-336-6214,
rebeccab@mountvernonwa.gov

Linda Beacham
Administrative Assistant
Development Services
360-336-6214

From: [Brian & Michelle Ross](#)
To: [Lowell, Rebecca](#)
Subject: Comments YMCA MDNS
Date: Wednesday, May 24, 2017 1:42:36 PM

Rebecca, I have some comments and concerns regarding the YMCA MDNS plan. We believe our property 2020 Hoag Road will be impacted by this development and effect the marketability and our property value.

I have 3 concerns.

1. Increased traffic on Hoag Road and the additional traffic noise due to increased activity from this development. The 4 way stop at Hoag and LaVenture is already a busy intersection, has this been considered? Will there be any improvements to the intersection? There is less traffic at Waugh Road and Division intersection and yet it is being replaced with a round about, it seems this money could be better spent in improving the 4 way stop at Hoag and Laventure for the public. There is also no pedestrian warnings at the intersection for Hoag and Laventure, I would assume with all the youth activities at the new YMCA there will be an increase in foot traffic in the neighborhood.

2. The DNS notice I received says there will need to be 460 parking spaces required to serve this site, this seems significant when added to the Salem Luthern Church parking and the traffic it already creates. The plat in the notice only shows 146 onsite parking stalls and an additional 100 off-site, where are these off-site parking stalls, at Salem Luthern Chrch? Where are the additional 214 cars going to park that the MDNS says will be required? Will there be parking allowed on Hoag Road? If parking is not allowed will parking be allowed on 20th street in front of our property? Will there be a turn lane in the middle of Hoag Road to mitigate for traffic turning into the facility?

3. Lighting (Pollution) Will the perimeter of the building be lighted? Will it be lighted during all hours of darkness? if the back of the building is lighted it will increase the light pollution our property already receives. Are they going to add additional street lights on Hoag? Will there be lighting for the parking stalls?

4. Noise, the increase in traffic noise as well as daily and evening event noise from the facility will most likely be a deterrent to the maximum marketability of our property.

We are not opposed to the YMCA however we have some serious concerns about the location of this project and how it will affect our property value and marketability due to the increase in traffic, parking issues, increased lighting and noise.

5. Will there be a change in density zoning in the area as a result of this development?

Please let us know when the meeting for public comments will be held.

Thank you,
Brian Ross
2020 Hoad Road.

APR 13 2017

C.E.D. DEPARTMENT
BY _____

April 10, 2017

Ana Chesterfield
Development Services, Engineering Manager
Community and Economic Development
PO Box 809
910 Cleveland Avenue
Mount Vernon, WA 98273

Dear Ana Chesterfield:

We have been informed that you are the appropriate person to receive this letter. If you are not, please pass this along to the appropriate person(s).

We are residents south of the proposed YMCA ("Y") on North 19th Place and North 20th Place. We have attended the meetings held by the Y and it has been explained to us what the city and the Y feel would be the impact on our neighborhood. Based on the Y's own estimates, there will be an increase of 62 vehicles per hour during peak commute times over current traffic volume. This estimate is based on the Y's membership today of 3200. The Y expressed their interest in increasing their membership to 10,000. If they are successful in reaching an increased membership, the 62 vehicles per hour will be dramatically increased.

Our concerns are increased traffic causing increased congestion and safety issues, specifically:

1. Increased Traffic Congestion and side road entry capability
2. Increased Pedestrian Safety (school children and local residents)
3. Use of the main traffic lane by Skagit Transit's bus stop

Currently it is very difficult to enter onto Hoag Road from N 19th Place and N 20th Place during peak commuter hours. Adding more traffic will increase commuter frustration. With present traffic numbers, it already takes several minutes to turn west onto Hoag Road in the mornings and longer to turn east in the evenings.

Currently accidents on Hoag Road have occurred as a result of vehicles stopping to make turns across on-coming traffic. An increase in accidents can be avoided by improving the road now. We suggest that the City review accident stats with the current traffic. We understand that the City indicates that road improvements are only merited when traffic reaches a specific number. The current peak estimate of 62 vehicles/hour is based on current Y membership. It seems apparent that membership will increase in the new location. It makes no sense to keep the 62 car per hour figure before addressing traffic changes when it is imminent that traffic will increase as the Y meets their 10,000 membership goal. Now is the time to plan for the future while the project is under construction.

We feel a center turn lane will address some of these safety issues and may also help ease traffic entering Hoag Road from North 19th Place and North 20th Place. We realize this will not solve the issue completely,

Ana Chesterfield

April 10, 2017

Page 2

but is helpful. To completely resolve the issue would require a stop light or roundabout at the corner of North 18th Place or North 19th Place (whichever road is directly across from the Y's access onto the main road). It seems that easing the traffic flow at the Y entrance by our streets would also improve car flow and safety in general.

Additionally, we recommend painted cross walks on Hoag Road to make it safer for pedestrians of all ages crossing the street to enjoy the Y.

We feel the YMCA will be a good neighbor and we are not against it being built, but traffic issues need to be addressed.

Respectfully,

360-424-5460

label Bernard & Cathy Strachels 2325 N. 20th Pl Mount VERNON, WA

Name & Address

← James & Mary 2323 N 20th Place Mount Vernon WA

Name & Address

✓ Michael & Kimmi Lomsdalen 1900 PACIFIC PLACE, MV 98277

Name & Address

✓ Erik & Joanne Bowland 2313 Nth 19th Pl MV 98273

Name & Address

✓ Matthew & Sharon Glasgow 2319 N 19th Pl Mount Vernon, WA 98273

Name & Address

label Jean Van Der Meulen 2407 N 19th Place Mt Vernon WA 98277

Name & Address

label Miriah Rivers 2413 N 19th Pl Mt Vernon WA 98273

Name & Address

Ana Chesterfield

April 10, 2017

Page 3

✓ SUSAN UKER 2018 MARGRET PL. MT. VERNON
Name & Address

✓ PETE BRALENS 2108 MARGRET PL. Mt. Vernon, WA
Name & Address

✓ Tom Ghioto & Shirley PIERSON 2106 MARGRET PL. MT. VERNON, WA
Name & Address

✓ Brian & Heather Carr 2103 Margret Pl Mt. Vernon Wa 98273
Name & Address

✓ Alfredo Santiago 2017 Margaret Pl Mt. Vernon WA 98273
Name & Address

✓ Danny & Valerie Webster 2419 N. 20th A. M.V. 98273
Name & Address

label ✓ Abigail Villalobos 2412 N. 19th pl. MV.
Name & Address

✓ Juan D Solis 2324 Nth 19th pl. Mt. Vernon
Name & Address

✓ Maria & Miguel Cambron 2008 Pacific pl. Mt. Vernon
Name & Address

✓ Kurt & Karen Ackermann 2019 Pacific P Mount Vernon
Name & Address

✓ Rick & Allyson YAMAUCHI 2318 N 20th PLACE MT VERNON
Name & Address

✓ Charles Jensen 1916 PACIFIC PL Mount Vernon WA 98273
Name & Address

label ✓ Brian & Erika Queen 2008 MARGRET PL. MV 98273
Name & Address

Name & Address

From: Lowell, Rebecca
Sent: Monday, July 24, 2017 8:17 AM
To: 'jeremy@underwoodarchitecture.com'; Hawney, Kirsten
Cc: 'Pat Bunting'
Subject: RE: Parking review YMCA

Hi Jeremy:

Please see Dr. Lee's email below.

Thank you,

Rebecca

-----Original Message-----

From: jeremy@underwoodarchitecture.com [<mailto:jeremy@underwoodarchitecture.com>]
Sent: Saturday, July 22, 2017 10:43 PM
To: Hawney, Kirsten <KirstenH@mountvernonwa.gov>; Lowell, Rebecca <rebeccab@mountvernonwa.gov>
Subject: Re: Parking review YMCA

Rebecca,

Has your biologist had a chance to review Pat's report and communications with her regarding it? I have been out of town this last week and wanted to see if I need to reach out to Pat to discuss (you mentioned at the meeting to hold off until your consultant reviewed and discussed with her).

Thanks,

Jeremy McNett
Associate Architect

office 360.588-0471
cell 360.840-3294
www.underwoodarchitecture.com

From: Lyndon C Lee [<mailto:lyndonclee@lcleeinc.com>]
Sent: Saturday, July 22, 2017 11:09 AM
To: Pat Bunting <gba@fidalgo.net>
Cc: Lowell, Rebecca <rebeccab@mountvernonwa.gov>
Subject: Re: MVSD Pics pipe

Hi Pat and Oscar -

Thanks for all three photos - they will certainly help as we communicate with the Corps and State. Rebecca is preparing the City's review and I will keep you all posted on progress/next steps.

On another note, after you Oscar and I conferenced yesterday on the YMCA Project, I pulled the current set of plans for the pipe outfall, reviewed them with Rebecca, and revisited the YMCA site. The revised plans that we currently hold show a pipe route that parallels the SE boundary of the existing bio-swale. The route is situated on the bio-swale left (SE) slope, apparently (at plan scale) just out of the very wet portion of the swale. About 2/3rds of the way along the proposed pipe route, it turns north and heads directly towards Lindgren Creek. This alignment eventually intersects the left OHWM of Lindgren Creek just upstream of the outfall of the current bio-swale, where a fill/energy dissipation pad is shown.

It is my recommendation that while installation of the pipe within the right-of-way easement for the bio-swale is a low impact approach along much of the route, it is a new installation and as planned, there are impacts to waters/wetlands, Shorelines, and Buffers. Installation of the new pipeline is not maintenance. Further, the route shown on the current plans does not correlate well with your discussion in the June 22, 2017 Critical Area Addendum which cites no impacts to waters/wetlands, shorelines, or the Mt. Vernon buffer on Lindgren Creek. Specifically, my field observations show that at the northern end of the route drawn in the current plans, the pipeline installation calls for trenching activities within the Mt. Vernon Lindgren Creek buffer, within shorelines, and below the OHWM of Lindgren Creek. The fill pad shown at the northern end of the pipeline appears to be wholly within Lindgren Creek and below the river left OHWM and/or abutting wetlands. As you know, while the proposed impacts are small, this pattern of pipeline installation triggers a Mt. Vernon Critical Areas review, Shorelines, WA State Ecology and Fish and Wildlife reviews for impacts to wetlands and HPA, and finally U.S. Federal review via the Corps.

I recommend that the YMCA engineering team revisit the pipeline routing and indeed create an approach to install the pipeline within the existing bio-swale in a manner that does not result in impacts to waters/wetlands, shorelines, buffer, etc. The geometry and physical setting for such an installation is present, its just that the design approach needs some revision and creative thinking to tie in the new pipeline into the existing facility upstream and outside of areas where such an activity would trigger waters/wetlands, shorelines, buffer impacts/reviews.

Thanks for your attention and if I have been unclear in this summary, please do not hesitate to contact. I look forward to a review of a revised approach.

--

Lyndon C. Lee, Ph.D., PWS
Principal Ecologist & President
L.C. Lee & Associates, Inc.
2442 NW Market Street, #392
Seattle, Washington 98107

Phone; 206.979.5633
Email: lyndon@lcleeinc.com

On 7/19/17, 11:12 AM, "Hawney, Kirsten" <KirstenH@mountvernonwa.gov> wrote:

Here you go Jeremy. Have a great day!

-----Original Message-----

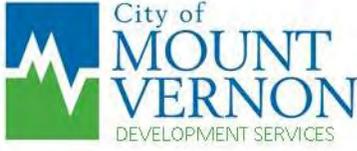
From: jeremy@underwoodarchitecture.com [mailto:jeremy@underwoodarchitecture.com]
Sent: Wednesday, July 19, 2017 10:52 AM
To: Lowell, Rebecca <rebeccab@mountvernonwa.gov>; Hawney, Kirsten
<KirstenH@mountvernonwa.gov>
Subject: Parking review YMCA

Good morning, can you send me an electronic copy of TSIs parking review report do I can forward to staff?

Thanks,

Jeremy McNett
Associate Architect
Underwood & Associates, LLC
360-588-0471 office
360-840-3294 direct
www.underwoodarchitecture.com

Sent from my iPhone



September 1, 2017

Underwood & Associates, LLC
Mr. Jeremy McNett
1005 Fourth Street
Anacortes, WA 98221

Reference: Parking and Stormwater Comments for YMCA Development, PL17-050

Dear Jeremy:

This letter is sent in response to the below-listed parking and stormwater information submitted to the City over the last several weeks:

- Letter from Jeremy McNett dated August 10, 2017 containing off-street parking information;
- Memorandum from Danny Ochoa, P.E. dated August 21, 2017 regarding the existing bioswale the YMCA wishes to utilize; and,
- Revised civil plans from DCG submitted on August 24, 2017.

Comments from Rebecca Lowell, Planning Division:

Staff can approve the conceptual off-street parking arrangements proposed by the YMCA that entails having 180 parking stalls on the property owned by the YMCA in conjunction with having the legal right to utilize 118 parking stalls on the Salem Lutheran church property that abuts the YMCA's east property line.

Staff approval is conditioned upon the following:

1. The YMCA must submit a legally binding parking easement for the 118 parking spaces on the Salem Lutheran Church property. Staff suggests submitting a copy of this easement for the City's review and approval prior to having this document signed and recorded.
2. The dimensional requirements found within Mount Vernon Municipal Code Chapter 17.84 (Parking), the City's engineering standards, and the International Fire Code all must be complied with. Please have your engineer verify that the following dimensional requirements are being complied with:
 - a. All parking stalls are a minimum of 9 feet by 19 feet with the exception of the compact spaces that are allowed to be a minimum of 8 feet by 16 feet.
 - b. All drive aisles used to access fire hydrants, fire department sprinkler connection, or a standpipe connection are a minimum of 26 feet in width with all other drive aisles being a minimum of 24 feet in width.
 - c. The required turning radius is 28 feet inside, 45 feet outside.
3. The planting areas shown within the parking lot are required to have a minimum average width of 10 feet (measured inside the curb) and shall be the same length as the parking stall or column.

Comments from Alan Danforth, Engineering Division:

In concept, the site plan for the on-site storm management seems to be sound. The applicant should note that the existing bio-swale downstream of the project has multiple serious life/safety and code issues that will need to be addressed as part of this project; if the applicant wishes to pursue use of this facility to convey the on-site discharge, it will be the applicants sole responsibility to address the bio-swale issues that come up in the civil design/review phase.

Each of the items in this list require responses and/or revised or new materials to be re-submitted to the City before any further action can be taken on the land use approval process. Pursuant to Mount Vernon Municipal Code (MVMC 14.05.130) a hold is placed on this application and the time it takes you to respond to this list of items is excluded in calculating permit processing timeframes.

Consistent with Mount Vernon Municipal Code Chapter 14.05.110(D)(3) this response must be received by our Department on or before **November 30, 2017** to avoid this application being withdrawn from consideration. Withdrawn application must be resubmitted as new applications requiring repayment of all applicable fees and processing requirements.

A complete response is required to include: 1) a written document addressing all of the comments provided (one copy), 2) new and/or updated technical reports (two copies), and 3) plan corrections, identified by clouding and noted in a revision list on the plan sheet(s), being incorporated into a full set of revised plans (two copies).

We look forward to working with you as this application continues to be processed. Should you have questions or comments, do not hesitate to contact either of us at: (360) 336-6214 or via email at: rebeccab@mountvernwa.gov or aland@mountvernonwa.gov.



8250 - 165th Avenue NE
 Suite 100
 Redmond, WA 98052-6628
 T 425-883-4134
 F 425-867-0898
 www.tsinw.com

July 12, 2017

Rebecca Bradley-Lowell, Senior Planner
 910 Cleveland Avenue
 P.O. Box 809
 Mount Vernon, WA 98273

Subject: YMCA Parking Review

Dear Ms. Bradley-Lowell,

This letter provides our response to the Parking Analysis Memorandum, prepared by Gibson Traffic Consultants (GTC) and dated June 9, 2017, and additional parking data provided by the Applicant, in an email to you dated June 19, 2017. At issue is the required parking for the proposed 59,500-square foot YMCA and the 2,000-square foot Medical Office Building. The GTC analysis based its estimate of required parking on ITE Parking Generation, 4th Edition average peak parking demand for ITE Land Use Code 495, "Recreational Community Center", and ITE Land Use Code 720, "Medical- Dental Office".

The ITE data for ITE Land Use Code 495, "Recreational Community Center", is limited and includes seven suburban sites and one urban site. The average weekday peak parking demand ratio is 3.20 vehicles per 1,000 square feet for suburban recreation community center space. The 85th percentile weekday peak parking demand is calculated for the suburban sites was reported as 5.03 vehicles per 1,000 square feet. This demand that would be expected to be exceeded 15% of the time vs. the average demand that could be exceeded 50% of the time. Peak parking demand for one site was also collected on a Sunday and the peak parking ratio was 4.00 vehicles per 1,000 square feet between 3:00 PM and 4:00 PM.

The applicant provided a table including parking ratios for 17 Family YMCA's located in western Washington. These sites ranged in size from 32,300 square feet to 106,800 square feet and had parking supply ratios ranging from 0.81 stalls per 1,000 square feet to 10.02 stalls per 1,000 square feet. The average parking supply ratio for the 17 sites was 4.46 stalls per 1,000 square feet. If only the sites between 42,405 square feet and 76,332 square feet are considered, then the average parking ratio is 4.38 stalls per 1,000 square feet.

Location	Size (Square Feet)	Parking Provided	Parking Ratio (stalls per 1000 SF)
Mill Creek Family YMCA	42,405	144	3.40
Monroe Sky Valley YMCA	44,059	191	4.34
Downtown Spokane YMCA	45,000	175	3.89
Marysville Family YMCA	47,088	214	4.54
Bellevue Family YMCA	47,438	207	4.36
Coal Creek Family YMCA	48,383	241	4.98
Dale Turner Family YMCA	50,927	192	3.77
Matt Griffin Family YMCA	52,280	233	4.46
Mukilteo Family YMCA	53,624	185	3.45
Northshore Family YMCA	55,906	248	4.44
Gig Harbor Family YMCA	76,332	504	6.60
Average			4.38

The parking ratio for the ITE Land Use Code 720, Medical- Dental Office is based upon 77 studies. The average rate is 3.20 stalls per 1,000 square feet and the 85th percentile demand is 4.27 stalls per 1,000 square feet. The 85th Percentile demand is the demand that is exceeded 15% of the time.

The proposed YMCA includes 196 onsite parking stalls with an additional 98 stalls shared with an existing church to the east.

Conclusions

1. The ITE average peak parking demand rate of 3.20 vehicles per 1,000 square feet is lower than the average parking supply ratio of 4.38 stalls per 1,000 square feet, for the 11 similarly sized YMCA's in western Washington. The ITE 85th percentile peak parking demand ratio of 5.03 stalls per 1,000 square feet is higher than the average of the 11 similarly sized YMCA's in western Washington.
2. ITE 85th percentile parking demand of 5.03 stalls per 1,000 square feet represents the demand that would be exceeded 15% of the time at the studied sites
3. Parking supply data provided by the applicant for similarly sized Family YMCA's shows an average parking supply of 4.38 stalls per 1,000 square feet. No data was provided for the parking utilization on those sites.
4. One of the ITE study sites had peak parking demand occurring on a Sunday, suggesting the shared parking proposal with the neighboring church, may not be effective.
5. The location of the site does not offer adjacent on-street parking options. Is the parking demand exceeds the site supply, parking would spill onto the adjacent church site and or the residential neighborhoods south of the site causing unprotected pedestrian crossings.
6. No data was provided to support the availability of the proposed shared parking on the church site.

Recommendations

Our professional recommendations based on the ITE studies, the parking supply provided for similar YMCA sites in Western Washington, and the site-specific setting are as follows:

1. A parking supply ratio of 5.03 stalls per 1,000 s.f. for the 59,500 square foot YMCA building should be utilized to meet the ITE 85th percentile demand for the YMCA. This ratio results in a need for 299± parking stalls. The 2,000 s.f. medical office building should comply with the existing Mount Vernon Municipal Code Chapter 17.84 and should have an additional 8± parking spaces associated with this use. The overall site parking with the square footages provided to-date means that 307± parking spaces would be required. An additional 50± parking spaces would be required over what has been proposed.
2. A minimum parking supply ratio of 4.38 stalls/1,000 s.f. based upon similar sites could be utilized only if the YMCA can demonstrate though facility programing and other yet to be determined mechanisms that they can accommodate the resulting parking demands. If this parking supply ratio is used we recommend that the City require parking studies once the site is in use and condition the project such that additional parking be provided or program schedules be adjusted such that the actual parking demand is met. Using this approach an additional 11± parking spaces are still required for a total of 268 spaces.



3. A parking study should be completed to justify that the proposal to share parking with the neighboring church will be sufficient for shared-parking at all times that the YMCA is in operation.
4. Consistent with MVMC 17.84.060 the current site plan for the YMCA needs to be corrected such that no more than 25% of the parking spaces on the site (not including the church spaces) are designed as compact spaces.

If you have any questions don't hesitate to contact me.

Sincerely,

Transportation Solutions, Inc.

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Victor L. Salemann, PE
President



September 1, 2017

Underwood & Associates, LLC
Mr. Jeremy McNett
1005 Fourth Street
Anacortes, WA 98221

Reference: Parking and Stormwater Comments for YMCA Development, PL17-050

Dear Jeremy:

This letter is sent in response to the below-listed parking and stormwater information submitted to the City over the last several weeks:

- Letter from Jeremy McNett dated August 10, 2017 containing off-street parking information;
- Memorandum from Danny Ochoa, P.E. dated August 21, 2017 regarding the existing bioswale the YMCA wishes to utilize; and,
- Revised civil plans from DCG submitted on August 24, 2017.

Comments from Rebecca Lowell, Planning Division:

Staff can approve the conceptual off-street parking arrangements proposed by the YMCA that entails having 180 parking stalls on the property owned by the YMCA in conjunction with having the legal right to utilize 118 parking stalls on the Salem Lutheran church property that abuts the YMCA's east property line.

Staff approval is conditioned upon the following:

1. The YMCA must submit a legally binding parking easement for the 118 parking spaces on the Salem Lutheran Church property. Staff suggests submitting a copy of this easement for the City's review and approval prior to having this document signed and recorded.
2. The dimensional requirements found within Mount Vernon Municipal Code Chapter 17.84 (Parking), the City's engineering standards, and the International Fire Code all must be complied with. Please have your engineer verify that the following dimensional requirements are being complied with:
 - a. All parking stalls are a minimum of 9 feet by 19 feet with the exception of the compact spaces that are allowed to be a minimum of 8 feet by 16 feet.
 - b. All drive aisles used to access fire hydrants, fire department sprinkler connection, or a standpipe connection are a minimum of 26 feet in width with all other drive aisles being a minimum of 24 feet in width.
 - c. The required turning radius is 28 feet inside, 45 feet outside.
3. The planting areas shown within the parking lot are required to have a minimum average width of 10 feet (measured inside the curb) and shall be the same length as the parking stall or column.

Comments from Alan Danforth, Engineering Division:

In concept, the site plan for the on-site storm management seems to be sound. The applicant should note that the existing bio-swale downstream of the project has multiple serious life/safety and code issues that will need to be addressed as part of this project; if the applicant wishes to pursue use of this facility to convey the on-site discharge, it will be the applicants sole responsibility to address the bio-swale issues that come up in the civil design/review phase.

Each of the items in this list require responses and/or revised or new materials to be re-submitted to the City before any further action can be taken on the land use approval process. Pursuant to Mount Vernon Municipal Code (MVMC 14.05.130) a hold is placed on this application and the time it takes you to respond to this list of items is excluded in calculating permit processing timeframes.

Consistent with Mount Vernon Municipal Code Chapter 14.05.110(D)(3) this response must be received by our Department on or before **November 30, 2017** to avoid this application being withdrawn from consideration. Withdrawn application must be resubmitted as new applications requiring repayment of all applicable fees and processing requirements.

A complete response is required to include: 1) a written document addressing all of the comments provided (one copy), 2) new and/or updated technical reports (two copies), and 3) plan corrections, identified by clouding and noted in a revision list on the plan sheet(s), being incorporated into a full set of revised plans (two copies).

We look forward to working with you as this application continues to be processed. Should you have questions or comments, do not hesitate to contact either of us at: (360) 336-6214 or via email at: rebeccab@mountvernwa.gov or aland@mountvernonwa.gov.



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 F 425-867-0898
 www.tsinw.com

July 12, 2017

Rebecca Bradley-Lowell, Senior Planner
 910 Cleveland Avenue
 P.O. Box 809
 Mount Vernon, WA 98273

Subject: YMCA Parking Review

Dear Ms. Bradley-Lowell,

This letter provides our response to the Parking Analysis Memorandum, prepared by Gibson Traffic Consultants (GTC) and dated June 9, 2017, and additional parking data provided by the Applicant, in an email to you dated June 19, 2017. At issue is the required parking for the proposed 59,500-square foot YMCA and the 2,000-square foot Medical Office Building. The GTC analysis based its estimate of required parking on ITE Parking Generation, 4th Edition average peak parking demand for ITE Land Use Code 495, "Recreational Community Center", and ITE Land Use Code 720, "Medical- Dental Office".

The ITE data for ITE Land Use Code 495, "Recreational Community Center", is limited and includes seven suburban sites and one urban site. The average weekday peak parking demand ratio is 3.20 vehicles per 1,000 square feet for suburban recreation community center space. The 85th percentile weekday peak parking demand is calculated for the suburban sites was reported as 5.03 vehicles per 1,000 square feet. This demand that would be expected to be exceeded 15% of the time vs. the average demand that could be exceeded 50% of the time. Peak parking demand for one site was also collected on a Sunday and the peak parking ratio was 4.00 vehicles per 1,000 square feet between 3:00 PM and 4:00 PM.

The applicant provided a table including parking ratios for 17 Family YMCA's located in western Washington. These sites ranged in size from 32,300 square feet to 106,800 square feet and had parking supply ratios ranging from 0.81 stalls per 1,000 square feet to 10.02 stalls per 1,000 square feet. The average parking supply ratio for the 17 sites was 4.46 stalls per 1,000 square feet. If only the sites between 42,405 square feet and 76,332 square feet are considered, then the average parking ratio is 4.38 stalls per 1,000 square feet.

Location	Size (Square Feet)	Parking Provided	Parking Ratio (stalls per 1000 SF)
Mill Creek Family YMCA	42,405	144	3.40
Monroe Sky Valley YMCA	44,059	191	4.34
Downtown Spokane YMCA	45,000	175	3.89
Marysville Family YMCA	47,088	214	4.54
Bellevue Family YMCA	47,438	207	4.36
Coal Creek Family YMCA	48,383	241	4.98
Dale Turner Family YMCA	50,927	192	3.77
Matt Griffin Family YMCA	52,280	233	4.46
Mukilteo Family YMCA	53,624	185	3.45
Northshore Family YMCA	55,906	248	4.44
Gig Harbor Family YMCA	76,332	504	6.60
Average			4.38

The parking ratio for the ITE Land Use Code 720, Medical- Dental Office is based upon 77 studies. The average rate is 3.20 stalls per 1,000 square feet and the 85th percentile demand is 4.27 stalls per 1,000 square feet. The 85th Percentile demand is the demand that is exceeded 15% of the time.

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Recommendations

Our professional recommendations based on the ITE studies, the parking supply provided for similar YMCA sites in Western Washington, and the site-specific setting are as follows:

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3. A parking study should be completed to justify that the proposal to share parking with the neighboring church will be sufficient for shared-parking at all times that the YMCA is in operation.
4. Consistent with MVMC 17.84.060 the current site plan for the YMCA needs to be corrected such that no more than 25% of the parking spaces on the site (not including the church spaces) are designed as compact spaces.

If you have any questions don't hesitate to contact me.

Sincerely,

Transportation Solutions, Inc.

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Victor L. Salemann, PE
President



June 26, 2017

Mr. Duane Henson, YMCA Board President
Mr. Bob Schrum, CEO Skagit Valley YMCA
215 E. Fulton St.
Mount Vernon, WA 98273

Reference: Mount Vernon (MV) YMCA Site Plan

Dear Duane and Bob,

As we all work together to realize a new Skagit Valley YMCA facility in Mount Vernon, I'd like to share with you and your Board of Directors the collaborative approach that the Development Services Department is taking to assist your organization with the complex planning and permitting required for a project of this size and scope.

Through time our staff has worked with the Skagit Valley YMCA as you looked at sites for a new facility. In 2010, City Staff assisted as you evaluated converting the existing indoor soccer field to house a new YMCA, and in 2015/2016 City Staff assisted with assessing a potential site on the Skagit Valley College Campus.

On July 12, 2016, a few weeks after the Skagit Valley YMCA entered into the purchase and sale agreement for the Hoag Road site, Mr. Schrum met with City staff at a pre-application meeting to discuss the process by which this site could be developed into a new Skagit Valley YMCA facility. At the pre-application meeting City staff provided written documents explaining the permitting process and technical reports that the YMCA would need to complete and submit to the City for review and approval.

The Hoag Road site presents development challenges due to the existing Type III wetlands and floodway that are both regulated at the Federal, State and local level. With the degree of complexity involved with this site, on April 3, 2017, I met with Skagit Valley YMCA Board members and Mr. McNett to review levels of expectation as it related to the permit process and staff communications. It is crucial to the success of the project that the development regulations prescribed by law are met. These requirements are not negotiable and would be required of anyone developing the Hoag Road site.

Following is a summary of the permitting process for the Site Plan and SEPA process to-date:

- February and March of 2017 City staff met with Mr. McNett a number of times to review and comment on the site plans being developed for the new Skagit Valley YMCA facility
- Site Plan and SEPA submitted to the City on April 28, 2017
- May 8, 2017 the City deeded the Site Plan and SEPA materials, completed the preliminary review of the submitted information, and continued permit processing
- May 11, 2017 a Notice of Application and Optional Mitigated Determination of Non-Significance (MDNS). This document provides guidance and information as it relates to the proposed project

description/location, erosion control plan, biofiltration, construction Best Management Practices, discovery of historical or archeological materials and other defined requirements.

- May 12, 2017 the project was put on hold pending the submittal of a Parking Study and Hydrologic/Hydraulic Analysis due to improvements being proposed in the regulated floodway.
- June 15, 2017 Mr. McNett discussed changes to the Site Plans that removed parking from the Flood Way; however, because of changes to stormwater discharge location now require a biologist to analyze stormwater outfall impacts. Additionally, he provided a Parking Study that is currently being reviewed by the City's Traffic/Parking consultant.

Attached is a Permit Process Summary prepared and provided to the Skagit Valley YMCA after the pre-application meeting to assist the YMCA in understanding the processes and requirements associated with the site development. With the aggressive construction schedule, clear and concise communication between the Skagit Valley YMCA Board, its Consultants and the City are of the upmost importance to ensure the free flow of information. I plan to provide this Permit Process Summary Update to you on a monthly basis.

In an effort to facilitate this project, increase cross-staff communication, to discourage/alleviate negative gossip, and provide fact based information to senior leadership at the City and to the Skagit Valley YMCA Board, I requested and subsequently scheduled meetings between Skagit Valley YMCA staff, YMCA Consultants and my project managers every other Thursday afternoon. Meetings held on June 1 & 15, 2017 were productive but did highlight that there was an incredible amount of work to complete in a very short window of time.

If you have any questions, please do not hesitate to call me at (360) 336-6214 or email: cphillips@mountvernonwa.gov

Sincerely,

Chris Phillips
City of Mount Vernon
Development Services Director

Copy to:
Mayor Boudreau
Mount Vernon City Council Members
Skagit Valley YMCA Board of Directors

YMCA PERMIT PROCESS

1. LAND USE PERMITS



YMCA STATUS:

3 to 6 month process**

PERMITS/REVIEWS:

A. Traffic Concurrency*

[Required per RCW 36.70A and MVMC Chapters 14.05 and 14.10]

Review from traffic engineer complete – pending SEPA analysis

B. Updated/New Critical Area Report(s)

[Required per Federal Water Pollution Control Act (33 U.S. Code Chapter 26), RCW 90.48 and MVMC Chapter 15.40]

Report from biologist completed. Addendum to report required to analyze stormwater outfall location

C. Consult with DAHP

[Required per RCW 43.21C and MVMC Chapter 15.06]

Completed – pending SEPA analysis

D. SEPA Process

[Required per RCW 43.21C and MVMC Chapters 14.05 and 15.06]

SEPA initiated but currently on hold for the following: 1. Opinion/review by City Traffic Consultant concerning YMCA Parking Study and 2. Revised Site Plan re-submittal.

E. Site Plan Review

[Required per MVMC Chapters 14.05 and 17.90]

Site Plan review currently on hold until revised Site Plan re-submittal

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[Required per Federal Water Pollution Control Act (33 U.S. Code Chapter 26), RCW 90.48 and MVMC Chapter 15.40]

Will be consolidated with Site Plan approval – on hold pending submittal of addendum from Biologist for stormwater outfall analysis and revised Site Plan re-submittal

G. ESA/Bi-Op

[Required per Federal Endangered Species Act (16 U.S.C. § 1531 et seq., RCW 90.48 and MVMC Chapters 15.36 and 15.40)]

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2. INFRASTRUCTURE PERMITS

2 to 3 month process**

PERMITS/REVIEWS:

A. Fill & Grade

[Required per MVMC Chapters 14.05 and 15.16]

Not yet submitted to the City

B. Right-of-Way

[Required per MVMC Chapters 14.05, 12.16 and 12.22]

Not yet submitted to the City

C. Civil Plans Approved

[Required per MVMC Chapters 14.05 and 12.04]

Civil plans will be approved with the Fill & Grade Permit that has yet to be submitted to the City.

YMCA PERMIT PROCESS



3. BUILDING PERMITS

6 to 8 week process**	PERMITS/REVIEWS:	
	A. Geotech. Review <i>[Required per MVMC Chapters 14.05, 15.04 and 15.16]</i>	<i>Will be approved with the Building Permit that has yet submitted to the City</i>
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Status Update: Green – On Track Yellow – In Work Red – On Hold

* Could trigger Type IV process if >75 PM Peak Hour Trips Generated

** Process timelines based on the assumption that technically complete projects are submitted by an applicant and no appeals are filed.



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YMCA PERMIT PROCESS



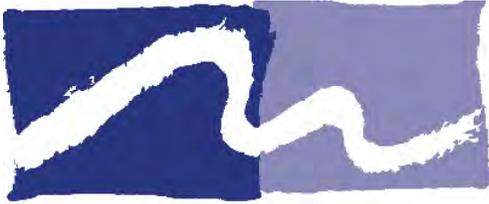
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*L.C. Lee & Associates, Inc.
2442 NW Market Street, #392
Seattle, Washington 98107
Tel: 206.979.5633
Email: [lyndon@lcleeinc.com]*

*Technical Memorandum
August 23, 2017*

To: Rebecca Lowell & Kirsten Hawney
City of Mount Vernon

From: Lyndon C. Lee, Ph.D., PWS
L.C. Lee & Associates, Inc.

Ref: Review of YMCA storm water and wetland plans

Hi Rebecca and Kirsten –

I am writing to summarize my review of the August 21, 2017 Memorandum from Danilo Ochoa concerning storm water management and wetland issues on the proposed YMCA site. A few points:

1. Bio-swale: It is good news to see that Mr. Ochoa's analyses show that the existing bio-swale has the capacity to receive YMCA storm water. The only concern that I have here is that the additional water does not cause deterioration or degradation (e.g. erosion) within the bio-swale and at the connection of the existing bio-swale with Lindegren Creek. I recommend that as the YMCA proceeds with design and construction, likely points of failure need to be inspected in the field and that regular maintenance or improvement of existing conditions within the bio-swale and at the creek connection need to be completed as necessary. We want it to function as designed and to its capacity.

2. Wetlands: On page 3 of the Memorandum, Mr. Ochoa states:

“Modeling was also done to calculate existing predevelopment runoff from the YMCA site contributing to adjacent wetlands located west of the site. Approximately 2.7 acres of the 5.3 acre YMCA site flows towards the wetlands to the west. Predevelopment flow from this area to the wetland results in approximately 0.4 cfs. Approximately 1.9 acres of the YMCA site, comprised mostly of wetland buffer, will not be developed and will continue to discharge to the existing wetlands at a rate of 0.3 cfs. To limit any project impact to the wetlands, a portion of non-pollution generating hard surface (Non-PGHS) in the form of roof runoff could be tight lined and discharge to the wetland via a Department of Ecology (DOE) approved dispersion trench totaling approximately 0.1 cfs (4,798 square foot of roof area). Attachment I to this memo shows the roof area that could be directed back into the wetland.”

On page 4 in his Conclusions Section Mr. Ochoa states:

“Additionally, preliminary storm water modeling shows limited impact to the wetlands along the west boundary of the proposed YMCA project site. To further limit minor impacts to the wetlands, the proposed YMCA project could direct a portion of Non-PGHS storm water runoff to the wetlands to provide hydrologic consistency should that be deemed necessary.”

These two paragraphs caught my attention in that it appears that current plans will remove 25% of the flow going to the existing wetlands (ie. 0.4 to 0.3 cfs). A 25% reduction in flow is a relatively large reduction in incoming flow that could impact the structure and functioning of the existing wetland. To compensate for this removal, Mr. Ochoa proposes to discharge clean roof water directly to the wetland via a tight lined pipe. I am concerned that we are missing an opportunity to use the clean roof water in a manner that gently introduces it to the wetland *per se* via engagement of its buffer. Mr. Ochoa does mention use of a DOE approved dispersion trench design, and that is good. However, instead of going straight to the wetland, I recommend that the design for the trench place it in a location that will discharge water at, or if necessary, slightly within the outer boundary of the wetland buffer. Water should be allowed to travel from the discharge point(s) through the buffer to the wetland. In this way, the buffer will be engaged and it will work to polish the roof water and to dissipate the kinetic energy of surface flows.

Thank you for your attention. If I have been unclear on any aspect of this review, please advise.





June 2, 2017

Underwood Architecture
Jeremy McNett
1005 4th Street
Anacortes, WA 98221

Reference: PL17-050 Skagit Family YMCA SEPA Checklist/NOA

Dear Jeremy:

The items you submitted for the above-referenced permit/approval have been reviewed by the City departments responsible for approving different aspects of your application. The following list of preliminary comments is the result of this consolidated review. Also included here within are comments received from outside agencies and members of the public.

Please be aware that these comments are only in response to the SEPA checklist and are preliminary in nature due to anticipated changes to the site plan.

Each of the items in this list require responses and/or revised or new materials to be re-submitted to the City before any further action can be taken on this permit. Pursuant to Mount Vernon Municipal Code (MVMC 14.05.130) a hold is placed on this application and the time it takes you to respond to this list of items is excluded in calculating permit processing timeframes.

- **Ana Chesterfield, Development Services Engineering Manager** (Note that these comments do not constitute a formal or detailed review of the engineering data and supplemental information provided. Further and more detailed engineering reviews will be performed once civil plans and reports are submitted for review.)
 1. The drainage report is very preliminary in nature:
 - a. The project is required to meet stormwater quality and shall comply with City of Mount Vernon Municipal Code 13.33 and 2014 Department of Ecology Stormwater Manual.
 - b. A basin map is required.
 - c. Compliance with DOE Minimum Requirement #8 Wetlands – is required and should be addressed in the stormwater analysis report.
 - d. The development requires a stormwater downstream analysis prepared by a licensed civil engineer per the 2014 Department of Ecology Stormwater Manual and MVMC 13.33 to determine and address any downstream issues.
 - e. The applicant should also note the use of flow charts for new development and redevelopment shall be per DOE 2014.
 2. A Construction General Stormwater permit from Department of Ecology is required for the project. A SWPPP is required.
 3. The geotechnical report seems preliminary in nature. The City expects that a more robust report will be submitted for the Fill and Grade Permit. This report should also address the

existing fill on the site as well as its suitability to remain and support the proposed structures and infrastructure.

4. The report provided shall address infiltration potential from soils on site.
 5. The stormwater report does not address low impact development feasibility criteria as required by the 2014 Department of Ecology Manual.
 6. An operation and maintenance manual is required before final project closure. The O & M shall lay out scheduled maintenance of low impact development facilities as well as any other stormwater facilities.
 7. An access easement for required maintenance inspections of the on-site stormwater system shall be granted to the City of Mount Vernon.
 8. The City requires a plan outlining the frequency, quantity and duration for draining the pool(s). Draining large quantities of water for an extended period will have an impact on the function and capacity of the Hoag Road pump station.
 9. Compliance with the recommendations of the traffic report by Transportation Solutions Inc. dated January 18th 2017 is required. Civil design shall reflect accordingly – see sheet 6 of 6 for conditions and recommendations. Any deviations from these conditions shall be approved by the City of Mount Vernon City Engineer. In some instances additional engineering analysis might be required as determined during plan review.
 10. Existing and proposed access driveways and sidewalks are required to meet ADA standards.
 11. Illumination might be required depending on the location of proposed driveways in relation to existing street lighting.
 12. Ensure the following internal circulation requirements for emergency vehicles and service trucks are met – Minimum turning radii to be as follows:
 - a. Solid Waste vehicles turning radii:
 - i. Inside 44.6
 - ii. Outside 69.6
 - b. Fire Truck turning radii:
 - i. Inside 28'
 - ii. Outside 45'
 - c. 25' Overhead Clearance
 13. Fire access roads shall be capable of supporting the imposed loads of fire equipment and apparatus of at least 75,000 pounds GVW and 45,000 pound point load.
 14. Compliance with city of Mount Vernon Engineering Standard is a requirement.
 15. Provide a haul route for review and approval.
 16. Show existing utility easements on the civil plans.
 17. New driveways and sidewalks shall comply with ADA as well as with City of Mount Vernon Engineering Standards.
 18. Please ensure the project is using the most current WSDOT Standard Plans for driveways and ramp details.
 19. A Minimum 26' wide access to fire hydrants is required unless otherwise approved by the Fire Department.
 20. City Fiber Conduit Installation is required for the project. See City of Mount Vernon Engineering Standards for guidance.
- **Rebecca Lowell, Development Services Planning Manager**
 1. A Parking Study to determine the number of parking spaces required on the subject site. Once this study is completed the applicant needs to revise the site plans to identify the requisite number of parking spaces.

2. The subject site is encumbered with a regulatory floodway (Zone A1) from elevation 36.7 west (see MVMC 15.36.280). As such, the retaining wall, stormwater facility, and portion of the parking lot located within the floodway are required to have a certification by a registered professional engineer or architect “demonstrating through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment shall not result in any increase in flood levels during the occurrence of the base flood discharge”.

A complete response to each of the items listed above is required to be submitted at the same time. Consistent with Mount Vernon Municipal Code Chapter 14.05.110(D)(3) this response must be received by our Department on or before **September 2, 2017** to avoid this application being withdrawn from consideration. Withdrawn application must be resubmitted as new applications requiring repayment of all applicable fees and processing requirements.

A complete response is required to include: 1) a written document addressing all of the comments provided (one copy), 2) new and/or updated technical reports (two copies), and 3) plan corrections, identified by clouding and noted in a revision list on the plan sheet(s), being incorporated into a full set of revised plans (two copies).

We look forward to working with you as this application continues to be processed. Should you have questions or comments, do not hesitate to contact me at: (360) 336-6214 or via email at: rebeccab@mountvernnwa.gov.

Sincerely,



Kirsten Hawney, Planning Coordinator

C: Skagit Family YMCA

Enclosures: Skagit County Inadvertent Discovery Plan

Letter from Residents of North 19th and North 20th Place

Email from Brian Ross

Email from Jackie Ferry, Samish Indian Nation

Letter from Wendy Cole, WDFW

Letter from Gretchen Kaehler, DAHP



**NOTICE OF APPLICATION &
PROPOSED OPTIONAL MITIGATED DETERMINATION OF NON-SIGNIFICANCE (MDNS)**

APPLICATION & APPLICATION NUMBER: New Hoag Road YMCA Development, PL17-050

PROJECT DESCRIPTION: Proposed is the construction of a new approximate 63,000± s.f. YMCA facility. This facility will include a four to six lane pool, a warm water recreation pool, a gymnasium with a running track, locker and changing rooms, exercise rooms, an early learning center, a community room, a kitchen, a teen center, administrative offices, and other auxiliary uses such as mechanical rooms, boiler room, electrical room and storage room(s). A maximum of 460 parking spaces will be required to serve the subject site.

The project site contains two Category III wetlands (identified as wetlands A and B). The far western portion of the subject site is located within a Zone A1, the City’s regulated floodway.

The applicant will be required to install/extend utilities, create parking areas and to install landscaping as part of their site development. Stormwater from the site will be collected and treated before being conveyed to Lindergren Creek (a fish bearing waterway) that flows approximately 1,200 linear feet before discharging into the Skagit River. There will be approximately 6,200 cubic yards of excavation and approximately 5,800 cubic yards of fill as part of the site development. Utility lines greater than 10-inches in diameter will be installed.

OWNER/CONTACT INFORMATION:

	PROPERTY OWNER/APPLICANT:	CONTACT:
NAME:	Skagit Valley Family YMCA Contact: Bob Schrumm	Underwood Architecture Contact: Jeremy McNett
ADDRESS:	215 East Fulton Street Mount Vernon, WA 98273	1005 4 th Street Anacortes, WA 98221
TELEPHONE:	(360) 336-9632	(360) 588-0471
EMAIL:	b.schrumm@skagitymca.org	Jeremy@underwoodarchitecture.com

PROJECT LOCATION: The approximate 5.3± acre site is addressed as 1901 Hoag Road and is abuts the west boundary of the Salem Lutheran Church that has a site address of 2529 LaVenture Road. The Skagit County Assessor describes the subject site as parcel: P116052. The entire site is located within a portion of the SE ¼ of Section 18, Township 34 North, Range 04 East, W.M. The following maps show the general location of the site.



OPTIONAL MITIGATED DETERMINATION OF NON-SIGNIFICANCE (MDNS): As the Lead Agency, the City of Mount Vernon has determined that significant environmental impacts are unlikely to result from the proposed project. Therefore, as permitted under the RCW 43.21C.110, the City of Mount Vernon is using the Optional MDNS process to give notice that a MDNS is likely to be issued. Comment periods for the project and the proposed MDNS are integrated into a single comment period. There will be no comment period following the issuance of the Threshold Mitigated Determination of Non-Significance (MDNS). A 10-day appeal period will follow the issuance of the MDNS.

DETAILS:			
Permit Application Date:	April 28, 2017	Counter Complete: Technically Complete:	April 28, 2017 May 8, 2017
Permits/Review Requested:	Site Plan Approval, Critical Area Permit, SEPA, Floodplain Development Permit, Traffic Concurrency Approval, Building Permit, Fill & Grade Permit, Right-of-Way Permit	Other Permits that may be Required:	None Known

CONSISTENCY OVERVIEW:

Zoning:	Public (P)	Comprehensive Plan:	Church (CH)
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Environmental Documents that Evaluate the Proposed Project:	Preliminary Drainage Report dated March 2017 from Davido Consulting Group, Wetland Delineation Confirmation and Rating Update dated March 6, 2017 from Graham-Bunting Associates, Preliminary Geotechnical Report dated February 9, 2017 from GeoEngineers, SEPA Checklist, Cultural Resources Assessment dated January 2017 from ASM Affiliates, Traffic Concurrency Report dated January 18, 2017 from Transportation Solutions, Inc., and Site Plans dated April 26, 2017 from DCG Architecture
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Development Regulations Used for Project Mitigation:	The project is subject to the City's SEPA Code, Critical Areas Ordinance, the Comprehensive Plan, Subdivision and Zoning Code, Drainage, Engineering and Concurrency Requirements and other applicable local, state and federal regulations as appropriate.
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To receive additional information regarding this project contact the CEDD Department and ask to become a party of record:	Rebecca Lowell, Senior Planner Development Services Department City of Mount Vernon 910 Cleveland Avenue, Mount Vernon WA 98273 Telephone - 360-336-6214; Facsimile - 360-336-6283
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CONDITIONS BEING CONSIDERED TO MITIGATE ENVIRONMENTAL IMPACTS:

1. Any person engaged in ground disturbing activity who encounters or discovers historical and/or archeological materials in or on the ground shall:
 - a. Immediately cease any activity which may cause further disturbance;
 - b. Make a reasonable effort to protect the area from further disturbance; and,
 - c. Report the presence and location of the material to the proper authorities in the most expeditious manner possible.
2. An easement providing public access to and along the Ted Reep trail through the subject site shall be granted to the City of Mount Vernon prior to the issuance of a final certificate of occupancy for the YMCA building. The easement shall be reviewed and approved by the City Attorney and the Parks and Enrichment Services Director prior to being recorded.
3. The applicant shall submit a completed Biological Opinion Checklist to the satisfaction of the Development Services Department documenting that the project does not have an adverse effect on endangered species or their critical habitat prior to any permits authorizing land disturbing activities being issued.

Comments on the Notice of Application and Proposed Mitigated Determination of Non-Significance (MDNS) must be submitted, in writing, no later than **5:00 p.m. on May 24, 2017**. Comments should be as specific as possible. Any person may comment on the application, receive notice of and participate in the public hearing, and request a copy of the decision once it is made.

City staff has created a page on the City's website where the site plans, technical reports, and other pertinent information can be viewed. This webpage can be viewed as follows: navigate to: www.mountvernonwa.gov; once here click on 'Departments' then 'Development Services' then 'News & Notices' once on this page find the project name/number and you will see hyperlinks to documents related to this project.

ISSUED: May 11, 2017
PUBLISHED: May 12, 2017

SENT TO: APPLICANT, PARTIES OF RECORD, SURROUNDING PROPERTY OWNERS, SEPA REGISTER, DOE, COE, COMMERCE, CNG, WDFW, DNR, DIKE AND DRAINAGE DISTRICTS (as applicable), DOT, FRONTIER, FRONTIER NW, DAHP, NW CLEAN AIR AGENCY, PORT OF SKAGIT COUNTY, PSE, SAMISH TRIBE, SCOG, SKAGIT COUNTY PDS, PUD #1, SKAGIT RIVER SYSTEM COOPERATIVE, SKAGIT RIVER SYSTEMS, SVC, SKAT, SWINOMISH TRIBE, AND UPPER SKAGIT TRIBE



May 10, 2017

Underwood Architecture
Contact: Jeremy McNett
1005 4th Street
Anacortes, WA 98221

Reference: New Hoag Road YMCA, File #: PL17-050, Request for Additional Information/Hold

Dear Jeremy:

Consistent with Mount Vernon Municipal Code (MVMC) 14.05.110(D)(3) and (4) the New Hoag Road YMCA, File #: PL17-050 is hereby placed on hold pending the submittal of supplemental information and studies required before the City is able to issue a final SEPA determination for this project.

Below is a list of the information/studies staff is requesting:

- Parking Study to determine the number of parking spaces required on the subject site. Once this study is completed the applicant needs to revise the site plans to identify the requisite number of parking spaces.
- The subject site is encumbered with a regulatory floodway (Zone A1) from elevation 36.7 west (see MVMC 15.36.280). As such, the retaining wall, stormwater facility, and portion of the parking lot located within the floodway are required to have a certification by a registered professional engineer or architect *"demonstrating through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment shall not result in any increase in flood levels during the occurrence of the base flood discharge"*.

Pursuant to MVMC 14.05.130, when an applicant has been requested by the city to correct plans or other information, perform required studies, or provide additional required information, a hold shall be placed on the project. The time during the hold period shall be excluded in determining the number of days that have elapsed after the city has notified the applicant that the application is complete for processing.

Pursuant to MVMC 14.05.110(D)(3) the above listed information must be submitted to the Development Services Department on/before **August 10, 2017** (90 days from the date of this letter). Should you need an extension of time please contact staff to discuss potential options.

May 10, 2017
Underwood Architecture
Page 2 of 2

If you have any questions about the contents of this letter; or if you need additional information, please do not hesitate to call me at (360) 336-6214; or to email me at: rebeccab@mountvernonwa.gov

Thank you,

A handwritten signature in blue ink that reads "R Lowell". The signature is written in a cursive, flowing style.

Rebecca Lowell,
DS, Senior Planner

C: Mr. Bob Schrumm



May 8, 2017

Underwood Architecture
Contact: Jeremy McNett
1005 4th Street
Anacortes, WA 98221

Reference: New Hoag Road YMCA, File #: PL17-050, Technically Complete Determination

Dear Jeremy:

Consistent with Mount Vernon Municipal Code (MVMC) 14.05.110(C)(4) the New Hoag Road YMCA Development, File #: PL17-050 was deemed counter complete on **April 28, 2017**.

Following this counter complete determination I am now deeming this application technically complete per MVMC 14.05.110(D) as of today, **May 8, 2017**.

This determination of technical completeness means that you have submitted the items requested by staff per MVMC 14.05.210. I am pointing this out because as the review process for this project commences there will likely be questions from staff and/or the need to have additional materials submitted.

If you have any questions about the contents of this letter; or if you need additional information, please do not hesitate to call me at (360) 336-6214; or to email me at: rebeccab@mountvernonwa.gov

Thank you,

A handwritten signature in blue ink that reads "R Lowell".

Rebecca Lowell,
DS, Senior Planner

C: Mr. Bob Schrumm