

Memorandum

DATE: November 20, 2019
TO: Ethan Spoo, WSP
FROM: Elissa Peters, PE
PROJECT: 71282.000 – La Center Middle School
REGARDING: La Center Middle School – Pre-Application Submittal Clarification

In response to the Pre-Application conference held on November 7, 2019 and the meeting summary, this memorandum intends to clarify the submittal requirements as noted below:

Wetland Permit Submittal Requirements

Applications for wetland permits shall be made to the City on forms furnished by the City. The City shall process a wetland permit application as a request for land use approval pursuant to Chapter 18.30. Wetland permit applications shall include:

- 1) Wetland delineations and required buffer width;
 - [See submitted "LCMS Revised Delineation Rpt." document for information.](#)
- 2) A site plan for the proposed activity overlaid on an aerial photograph at a scale no smaller than one-inch equals 400 feet showing the location, width, depth and length of all existing and proposed structures, roads, stormwater management facilities, sewage treatment, and installations within the wetland and its buffer;
 - [See submitted "LCMS Updated Mitigation Plan", "Needs and Alternative Analysis", and "LCMS Utility Plans" documents for information. For information related to wetland bank project is using, see "East Fork Lewis-Wetland Mitigation Bank" document.](#)
- 3) The exact sites and specifications for all regulated activities including the amounts and methods;
 - [See submitted "La Center Middle School – Remedial Action Work Plan" document for information related to construction practices and information for wetland excavations.](#)
- 4) As identified above, a proposed preliminary enhancement/mitigation plan meeting the requirements of 18.300.120 and best available science in 18.300.100.
 - [See submitted "LCMS Updated Mitigation Plan" document for information.](#)
- 5) General application submittal requirements from 18.30.040 including:
 - a) A completed application form provided by the City Clerk
 - [See submitted "Application" document for information.](#)
 - b) An environmental checklist. In this case the SEPA addendum with updates to address permanent wetland impacts will suffice for the environmental checklist.
 - [See submitted "LCMS SEPA Addendum" document for information.](#)
 - c) Written authorization to file the application signed by the owner of the property that is the subject of the application
 - [See submitted "Application" document for information.](#)

- d) Proof of ownership document
 - *See submitted "Purchase and Sale Agreement" document for information.*
- e) Legal description of the site
 - *See submitted "Statutory Warranty Deed" document for information.*
- f) A copy of the pre-application conference summary
 - *See submitted "La Center Middle School Pre-App Notes" document for information.*
- g) A written description of how the application does or can comply with each applicable approval criterion, and basic facts and other substantial evidence that supports the description
 - *See submitted "LCMS Updated Mitigation Plan" document for information.*
- h) The names and addresses of owners of land within a radius of 150 feet of the site for an application subject to a Type II review. Owner names and addresses shall be printed on mailing labels.
 - *Printed mailing labels have been printed and hard copies delivered.*
- i) Applications necessarily associated with the proposal
 - *See submitted "Final Wetland A-C Restoration (Revised)" document for information.*
- j) An archeological predetermination (archaeological information was previously provided and will be updated based on the conditions of the conditional use permit).
 - *See submitted "DAHP Submittal Email", "Archaeological Report", and "Archaeological Report Addendum" documents for information.*
- k) Preliminary grading, erosion control, and drainage plans
 - *See submitted "LCMS Grading and ESC" document for information.*
- l) Information about proposed utilities
 - *See submitted "LCMS Utility Plans" document for information.*

cc: Keith Bloom, Ben Hill, Richard Scogin, Kevin Grosz

JAB:EAP