



CITY OF LACEY
Community Development Department
420 College Street SE
Lacey, WA 98503
(360) 491-5642

OFFICIAL USE ONLY

CASE NUMBER:	16-206
RELATED CASE NUMBERS:	
PLANNER ASSIGNED:	
PW ASSIGNED:	

PRESUBMISSION CONFERENCE REQUEST FORM

ONE WEEK PRIOR TO REQUESTED DATE, SUBMIT VIA EMAIL TO PLANNING@CI.LACEY.WA.US, OR TO LACEY CITY HALL. NO FEE IS REQUIRED.
SUBMISSION SHOULD INCLUDE COMPLETED APPLICATION, SITE PLAN DRAWING, VICINITY MAP, AND TRAFFIC GENERATION WORKSHEET.

APPLICANT: BP West Coast Products, LLC c/o Micheal Hager

ADDRESS: 4 Centerpoint Drive **CITY:** LaPalma **STATE:** CA **ZIP:** 90623

PHONE NUMBER: (916) 941-2452 **EMAIL:** Michael.Hager@bp.com

REPRESENTATIVE: Barghausen Consulting Engineers, Inc. c/o Nick Wecker, Project Planner

ADDRESS: 18215 72nd Avenue South **CITY:** Kent **STATE:** WA **ZIP:** 98092

PHONE NUMBER: (425) 656-7469 **EMAIL:** nwecker@barghausen.com

PROJECT ADDRESS: SWC of Marvin Road N.E. & Hawks Prairie Road N.E.

ASSESSOR'S TAX PARCEL NUMBER(S): Portion of 11803100100

BRIEF DESCRIPTION OF PROJECT: New ARCO Fuel Facility consisting of 3,180 SF AM/PM, 38'x116' canopy over 8 multi-product dispensers, two underground storage tanks, 24'x48' car wash, and vacuum station.

TOTAL ACREAGE: 1.24 **TOTAL SQ. FT OF BLDG:** 3,180 **ZONING:** CCD

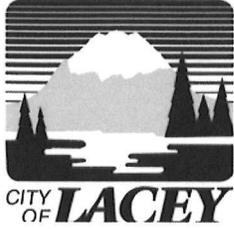
PROPOSED LAND USE: () SINGLE-FAMILY () MULTI-FAMILY () INDUSTRIAL DUPLEX COMMERCIAL () M.H. PARK

EXISTING ACCESS: None **PROPOSED ACCESS:** via cross access with future development

INDICATE PREFERENCE FOR A MEETING DATE AND TIME:

(MEETINGS ARE HELD THE 2ND AND 4TH WEDNESDAY OF EACH MONTH) **DATE:** 8/10/16 **TIME:** 10/11AM

A presubmission conference is an opportunity for the developer and/or their representative to meet with staff to discuss preliminary studies or sketches of the proposed project. At the conference, staff will make available, pertinent information relating to the proposed development. The intent is to identify and/or eliminate as many potential problems as possible in order for the project to be processed without delay. The conference should take place prior to detailed work by an engineer or surveyor; however, the site drawing submitted, should have sufficient information to allow for staff review. Discussion topics will include such things as Comprehensive Plan, Street Plan, Storm Run Off & Retention, Shoreline Master Program, Zoning, Availability of Water/Sewer, Development Concepts, other requirements and permits, and the environmental impact. If the applicant owns adjacent land, the possibilities of future development will be discussed. Written information regarding process, specific requirements & related issues, will be furnished at the meeting. Staff will typically visit the site prior to the meeting and may enter the property if deemed necessary to gain a full understanding of the project.



City of Lacey
DEPARTMENT OF PUBLIC WORKS
420 College Street S.E.
Lacey, WA 98503-1238
(360) 491-5600

**COMMERCIAL
TRAFFIC
GENERATION
WORKSHEET**

Date: 8/1/2016

Project No.: _____

Project Name: ARCO Fuel Facility

Parcel No.: 11803100100

Project Address: SWC of Marvin Road N.E. & Hawks Prairie Road N.E.

Applicant's Name: Michael Hager, BP West Coast Products, LLC Phone: (916) 941-2452

Applicant's Address: 4 Centerpoint Drive, LaPalma CA 90623

Existing Use

- Is there an existing use on the proposed project site: Yes No
- Has the existing use been vacant for more than 18 months? Yes No
- Will any of the existing buildings be demolished? Yes No

Please explain the current use, if any (type of business; business license number, if available; size in gross square feet; number of employees; hours of operation, etc.): **None.**

Proposed Use (Include Site Plan)

Commercial projects can cover a wide variety of land uses, not all uses are covered in the Trip Generation Manual. A private traffic engineer may be required for exceptional proposals. Please provide as much information as possible, if applicable to your development:

Project	Site	Gross	Acres:	Number of Gas Pumps / Fueling Positions:
Building	Size	Gross	Proposed Lot Area: 1.24 AC	8 MPD / 16 VFP
Number	of	Square	Feet:	Number of Drive-through Windows:
Number	of	Parking	3,180 square feet	1 drive-thru car wash lane
Number of Students / Children:			Employees:	Number of Service Bays:
			15 - 25 employees	None
Number of Rooms (Hotels, etc.):			Stalls:	Number of Car Wash Stalls:
			25 parking stalls	1 drive-thru lane and 1 vacuum station
				Number of Seats (Theaters, etc.):
				N/A
				Number of Courts / Fields / Tees:
				N/A

Please explain the proposed use (type of business and all other information not provided above that you feel is relevant in determining traffic generation):

The scope of the project involves the development of a new 3,180 square foot ARCO AM/PM with vehicle service station consisting of a 4,408-square-foot canopy over eight (8) multi-product dispensers. Two (2) underground storage tanks (USTs) will be installed consisting of a 25,000-gallon UST for storage of unleaded gasoline and a 12,000-gallon dual compartment UST for storage of diesel fuel and unleaded premium gasoline (6,000 gallons each). A separate structure will house a 1,152-square-foot car wash.

I declare that I have completed this form and to the best of my knowledge and belief the above information is true and correct. I understand the City is relying on this information to accurately determine the traffic impacts from my development.

Signature *Mark W...* Date: 8/1/16

For Official Use Only:			
HTE	Number:	Approved for Traffic Division	By:
Development	Reviewer:	Planner:	_____
Land Use	Code:	Discounts	Applied:
Total PM Peak Hour Trips:	_____	New PM Peak Hour Trips:	_____
Comments:	_____		
Calculated by:	_____		

PROJECT NARRATIVE

Proposed ARCO Facility Convenience Store, Car Wash, and Fuel Station SWC of Marvin Road N.E. & Hawks Prairie Road N.E. Lacey, Washington 98516

Prepared by Barghausen Consulting Engineers, Inc.
August 2016

Project Location

The subject parcel is designated as APN No. 11803100100 and is located at the southwest corner of Marvin Road N.E. and Hawks Prairie Road N.E. in Lacey, Washington. The project will develop a portion of the subject parcel totaling approximately 53,999 square feet (1.24 acre) in area. The remaining property is expected to be developed for additional commercial uses. The subject site is currently undeveloped and zoned for Community Commercial (CCD). Surrounding uses include a church to the north, industrial to the east, and vacant property to the south and west.

Project Overview

The project calls for the construction of an ARCO facility consisting of an AM/PM convenience store (3,180 square feet), 24- by 48-foot car wash (1,152 square feet), and a 38- by 116-foot fuel canopy (4,408 square feet) with eight (8) multi-product dispensers (MPDs) that results in a total of sixteen (16) vehicle fueling positions (VFPs). The fueling facility will require the installation of two (2) underground storage tanks (USTs), one 25,000-gallon UST for the storage of regular unleaded fuel, and a second 12,000-gallon UST split between regular unleaded (6,000 gallons) and premium unleaded (6,000 gallons). Additional site improvements will include freestanding and wall signage, asphalt paving and striping, lot lights, perimeter landscaping, surface parking for 25 vehicles, utility connections, and a vacuum station.

The convenience store would replicate typical elements and fixtures associated with convenience retail (ARCO AM/PM). Items being sold would include pre-packaged convenience grocery items, sundries, hot and cold drinks, tobacco products, beer and wine, and automobile-related convenience items. Cold storage facilities and limited on-site dry storage would be provided to support both retail sales and food service. Food preparation is limited to warming (re-heating) and packaging for re-sale.

Questions

As we are in the feasibility stage of the project, we respectfully request answers to the following questions:

Planning and Land Use / Entitlements

1. Please describe the land use approval process for entitlements including submittal requirements, fees, any relevant appeal processes, public meetings and/or hearings, as well as the projected timeframe for plan review.
2. Should your preliminary review indicate the need for any variances or administrative exceptions please provide details on the process itself including applicable criteria.

3. Please identify any hours of operation restrictions.
4. Please quantify any applicable impact and/or mitigation fees.

Environmental Review

1. State requirements appear to dictate that a SEPA review process will be required; please identify any specific requirements related to environmental review including applications, checklists, and approval process and review periods.
2. Please identify any critical areas and any regulatory or mitigation factors anticipated as a result of this project.

Traffic and Circulation

1. Please identify any circulation and LOS issues, define their relevance to the facility design, and any proposed mitigations.
2. Please identify any right-of-way dedications, access easements, and/or permits associated with site design and civil improvements.
3. Please quantify any applicable traffic impact and/or mitigation fees.

Fire Marshal

1. Please discuss the adequacy of current hydrants and the need/location for additional hydrants.
2. Please confirm the adequacy of fire flow and/or water supplies for fire-fighting needs.
3. Please identify any requirements for special alarm systems and/or sprinklers, as well as any permitting requirements for the USTs.

Building

1. Please identify all permits required for this project; describe the submittal process and review timeframe. Are concurrent building permit applications permitted along with land use applications?
2. Discuss accessibility requirements relevant to the site plan.

Engineering and Utilities

1. Identify any special requirements for access, grading, erosion control and stormwater system design, and water quality controls.
2. Describe any special requirements for water, power, and/or telephone service such as easements or permits.
3. Identify if a separate civil engineering review is required prior to or concurrent with the building permit process; describe submittal requirements and review timeframe.
4. Identify and quantify, if possible, all utility impact and/or mitigation fees.

