



Whipple Consulting Engineers, Inc.

October 25, 2023

WCE No. 2022-3376

City of Spokane
808 W. Spokane Falls Boulevard
Spokane WA, 99201

Attn: Melissa Owen, Associate Planner

**Re: Response to Determination of Incompleteness
Crestview Estates – A Residential Short Subdivision and Replat**

Dear Ms. Owen:

This letter is to confirm receipt and respond to the determination of incompleteness for the Crestview Estates Preliminary Short Plat, City of Spokane file number Z22-423PSP. For clarity, City of Spokane and agency comments are listed below and in italic type, and our responses are in roman type (upright).

Planning, Melissa Owen:

Items to be addressed prior to approval of the final plat.

- 1. Add “replat of Crestview Estates 1st Addition” to the title block of the map and dedication pages.*

WCE Response: The title block of the map and dedication pages has been updated to ‘replat of Crestview Estates 1st Addition’.

- 2. Please make sure that the final plat submittal includes a vicinity map at a scale where road names are legible at the minimum 24” X 36” map size.*

WCE Response: The vicinity map road names have been updated to be legible at a 24” by 36” document size.

General Comments and Conditions:

- 1. Street trees are required – compliance with street tree requirements will be verified prior to approval of Certificate of Occupancy for future new homes on proposed new lots 1 and 2.*

WCE Response: This comment will be addressed prior to approval of Certificate of Occupancy.

- 2. Final Short Plat Map Requirements (Please see SMC 17G.080.040 F thru I and SMC 17G.080.050 H and 17G.080.070 B thru F for more detail as needed). A final short plat shall be submitted in the same form and with the same content as the preliminary short plat with the following exceptions or additional requirements:*

- a. A final short plat shall contain all the information required of the preliminary plat, except the following:*
- a. Show existing buildings.*

- ii. Show existing utility lines and underground structures.
- iii. Show the topographical elevations; or
- iv. Contain the names and addresses of adjoining landowners.
- b. The drawing shall:
 - i. be a legibly drawn, printed, or reproduced permanent map;
 - ii. if more than one sheet is required, each sheet shall show sheet numbers for the total sheets;
 - iii. have margins that comply with the standards of the Spokane county auditor;
 - iv. show in dashed lines the existing plat being replatted, if applicable;
 - v. show monuments in accordance with SMC 17G.080.020(H)(1);
 - vi. include any other information required by the conditions of approval; and
 - vii. include any special statements of approval required from governmental agencies.

WCE Response: The final short plat will include the above requirements per SMC 17G.080.040 F through I, SMC 17g.080.050 H and SMC 17g.080.070 b through f.

The following statements will be required in the dedication of the final plat:

1. Street trees are required – compliance will be verified prior to approval of Certificate of Occupancy for each new home.

WCE Response: This comment will be addressed at time of final plat.

2. If any archaeological resources, including sites, objects, structures, artifacts, and/or implements, are discovered on the project site, all construction and/or site disturbing activities shall cease until appropriate authorities, agencies, and/or entities have been notified in accordance with Chapters 27.44 and 27.53 RCW.

WCE Response: This comment will be addressed at time of final plat.

The final plat shall include the signatory statements as prescribed in SMC 17G.080.040(G)(2) including the following:

1. The final short plat shall include the following:

2. Surveyor's certificate, stamp, date and signature, as follows:

The following land surveyor's certificate to be shown on each sheet of the plat: "I, _____ registered land surveyor, hereby certify the plat of _____, as shown hereon, is based upon actual field survey of the land described and that all angles, distances, and courses are correctly shown and that all non fronting lot corners are set as shown on the plat. Monuments and fronting lot corners shall be set upon completion of the utility and street improvements.

Signed _____(Seal)"

3. A certification by the city treasurer, as applicable:

"I hereby certify that the land described by this plat, as of the date of this certification, is not subject to any local improvement assessments. Examined and approved, this _____ day of _____, 20__.

*_____
City of Spokane Treasurer"*

4. The certification by the planning director, as follows:

“This plat has been reviewed on this _____ day of _____, 20__ and is found to be in full compliance with all the conditions of approval stipulated in the Planning Director’s approval of the preliminary plat # Z22-423PSP.

City of Spokane Planning Director”

5. *The certification by the city engineer, as follows:*

“Approved as to compliance with the survey data, the design of public works and provisions made for constructing the improvements and permanent control monuments this _____ day of _____, 20__.

City of Spokane Engineer”

6. *The certification by the Spokane county treasurer, as follows:*

“I hereby certify that the land described in this plat, as of the date of this certification, is not subject to any outstanding fees or assessments. Examined and approved _____ day of _____, 20__.

Spokane County Treasurer”

7. *The certification by the Spokane county auditor on each page of the final short plat including the time, date, book, and page number of the recording of the final mylar.*

8. *Signature of every owner certifying that:*

- a. *the plat is made with the free consent and in accordance with the desires of the owners of the land;*
- b. *the owners are the owners of the property and the only parties having interest in the land and is not encumbered by any delinquent taxes or assessments;*
- c. *the owners adopt the plan of lots, blocks, and streets shown;*
- d. *owner dedicates to the City and the City’s permittees the easements shown for utilities and cable television purposes*

WCE Response: The final plat will contain the above signatory statements.

Engineering, Joeline Eliason:

The following items must be addressed for the plat to be technically complete:

1. *Storm Drainage Memorandum:*

- a. *Please stamp the report and remove the preliminary stamp.*

WCE Response: The report has been stamped and the preliminary stamp removed.

- b. *Correct the spelling of storm on the first page.*

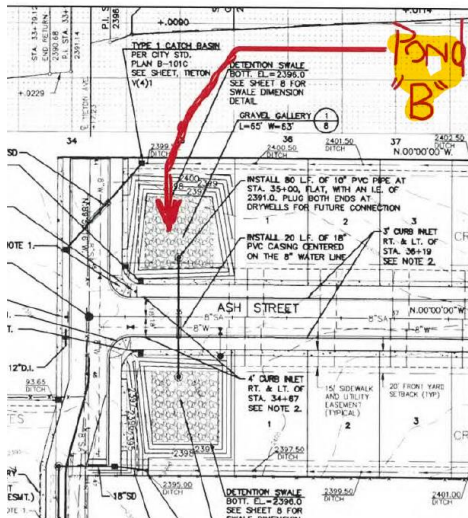
WCE Response: The spelling of the preliminary storm report has been corrected.

- c. *In the first paragraph of the pre-development basin information, please clarify what is conveyed (“Per the original civil engineering plans in 2003 the is conveyed to two...)*

WCE Response: The first paragraph of the pre-development basin information section has been corrected to state that “the *stormwater* is conveyed to two...”. The updated report contains information that would be expected to accompany civil drainage plans.

- d. Clarify the pond naming. Per the pre-development maps, Pond "B" is on the east side of Ash Street and Pond "A" is on the west side of Ash St. The drainage memo operational characteristics refers to "existing pond "B"" which appears to be the area being platted.

WCE Response: The pond that will remain has been renamed to Pond "A".



- e. The Pre-Development Basin Information describes two basins (Basin 1 and 2) although the Pre-Basin map shows one basin (Basin A). Additionally, the Pre-Development project site basin summary (Table 1A) is same as the Post-Development project site basin summary (Table 4). Please clarify the change in conditions and where runoff is being directed.

WCE Response: WCE performed an onsite examination and identified that there are existing roadside swales along Ash Street. Based upon this information, the basin map has been updated to include 20 sub-basins as part of Basin A.



WCE is proposing a storm solution similar to that of the existing residences, where a v-ditch is located in the 10-foot drainage easement. There is an existing berm that separates stormwater originating from behind the houses from the existing swales.



- f. *Please clarify what is intended by “the below sting” in the response to comment 7 included below:*

WCE Response: The storm drainage report has been revised using Hydro CAD, and will not be providing any bowstring analysis on this project.

- g. *Show on the basin map and provide the calculations/analysis for the subbasin directed to the catch basin collecting runoff on the east side of Ash Street and conveying it via a proposed 8-inch pipe to the remaining pond.*

WCE Response: The updated basin map identifies the slope of the catch basins, as well as the pipe to convey additional storm flow to reduce impact to downslope properties. Please refer to the catch basin and curb inlet calculations within the updated storm report.

- h. *There appears to be some computational errors in the Bowstring spreadsheet. At the outflow rate used, the storage volume does not peak or fluctuate as indicated in the values shown. Please clarify and revise as needed.*

WCE Response: The report has been revised to use Hydro CAD and has removed the bowstring analysis for this project.

- i. *Please provide a copy of the UIC registration of the existing drywells.*

WCE Response: Please see the attached storm drainage report pages 81-83 for the UIC registration of the existing drywells.

The following comments must be addressed prior to approval of the final plat:

- I. *All stormwater facilities necessary to serve the proposed plat shall be designed and constructed in accordance with City standards.*

WCE Response: This comment will be addressed at the time of final plat.

- a. *Prior to construction, a grading and drainage plan shall be submitted to Developer Services for review and acceptance.*

WCE Response: This comment will be addressed prior to construction.

- b. *An erosion / sediment control plan, detailing how dust and runoff will be handled during and after construction, shall be submitted to Developer Services for review and acceptance prior to construction.*

WCE Response: This comment will be addressed prior to construction.

- c. *If drywells are utilized, they will be tested to ensure design infiltration rates are met. A minimum factor of safety of 2 (two) will be required. In accordance with State Law, existing and proposed Underground Injection Control structures need to be registered with the Washington State Department of Ecology. Proof of registration must be provided prior to plan acceptance.*

WCE Response: No additional drywells are proposed. The existing drywells to remain will be tested.

d. *The developer will be responsible for all costs associated with constructing storm water improvements necessary to serve the proposed plat.*

WCE Response: This comment is noted and will be addressed during construction.

II. *Deviations from the design standards must be submitted in writing to the city engineer and approved prior to the submittal of engineering plans for review (SMC 17H.010.020).*

WCE Response: This comment is noted and will be addressed during construction.

III. *All water and sewer service connections must front the lot they are to serve. Offset connections will not be allowed. Any unused water service connections shall be killed and capped at the main*

WCE Response: This comment will be addressed at time of final plat.

IV. *Addresses must be shown on the final plat. Recommended addresses are as follows:*

a. *Lot 1: 8900 N Ash St*

b. *Lot 2: 8904 N Ash St*

WCE Response: This comment will be addressed at time of final plat.

V. *Lot plans, stamped and signed by a Professional Engineer, shall be prepared for residential lots as per the criteria listed in Appendix 3C of the Spokane Regional Stormwater Manual and submitted to the City of Spokane for review and acceptance prior to the final plat being accepted by the City of Spokane. Please prepare these and submit to Development Services for review.*

WCE Response: This comment will be addressed at time of final plat.

VI. *Please submit a copy of the CAD file for this plat for further boundary review.*

WCE Response: This comment will be addressed at time of final plat.

VII. *In accordance with the City's Financial Guarantee Policy, a financial guarantee will be required for all street, drainage, and erosion / sediment control improvements not constructed prior to approval of the final plat.*

WCE Response: This comment will be addressed at time of final plat.

General comments to be included in the staff report:

I. *Lots in this plat will not be required to be connected to City of Spokane sewer until building permits are obtained for the lots.*

WCE Response: This comment will be addressed at time of building permit approval.

II. *Lots in this plat will not be required to be connected to City of Spokane water until building permits are obtained for the lots.*

WCE Response: This comment will be addressed at time of building permit approval.

III. *The nearest available public water service mains which could provide service to this proposed plat is an eight-inch ductile iron main located in Tieton Avenue and Ash Street.*

Existing water pressure is approximately 81 psi at the hydrant located at the northeast corner of proposed lot 2.

WCE Response: This comment will be addressed at time of building permit.

- a. *The developer will be responsible for all costs associated with design and construction of water improvements necessary to serve the proposed plat.*

WCE Response: This comment will be addressed at time of construction of water improvements.

- b. *The water system shall be designed and constructed in accordance with City standards. A pressure of 45 psi minimum at the property line is required for service connections supplying domestic flows. Pressures shall not drop below 20 psi any point in the system during a fire situation. Pressures over 80 psi will require that pressure reducing valves be installed at developer expense.*

WCE Response: This comment will be addressed at time of water improvement construction.

- c. *An electronic copy of a hydraulic analysis must be submitted to Development Services for review and acceptance. The hydraulic analysis must include supporting calculations for domestic and fire flows.*

WCE Response: This comment will be addressed prior to construction of water improvements.

- IV. *The nearest existing public sanitary sewers which could provide service to this proposed plat is eight-inch PVC lines located in Tieton Avenue and Ash Street.*

WCE Response: This comment is noted.

- a. *The developer will be responsible for all costs associated with design and construction of sanitary sewer improvements necessary to serve the proposed plat.*

WCE Response: This comment will be addressed at time of construction of sewer improvements.

- b. *The sanitary sewer system shall be designed and constructed in accordance with City standards.*

WCE Response: This comment will be addressed at time of sanitary sewer construction.

- V. *All stormwater and surface drainage generated on-site shall be disposed of on-site in accordance with SMC 17D.060 "Stormwater Facilities", the Regional Stormwater Manual, Special Drainage Districts, City Design Standards, and, per the Project Engineer's recommendations, based on the drainage plan accepted for the final plat. Pre-development flow of any off-site runoff passing through the plat shall not be increased (rate or volume) or concentrated due to development of the plat, based on a 50-year design storm. An escape route for a 100-year design storm must be provided.*

WCE Response: This comment will be addressed at time of construction plan and SWPPP submittal.

- a. *No building permit shall be issued for any lot in the plat until evidence satisfactory to the City Engineer has been provided showing that the recommendations of SMC 17D.060 “Stormwater Facilities”, the Regional Stormwater Manual, Special Drainage Districts, City Design Standards, and the Project Engineer’s recommendations, based on the drainage plan accepted for the final plat, have been complied with. A surface drainage plan shall be prepared for each lot and shall be submitted to Engineering Services – Developer Services for review and acceptance prior to issuance of a building permit.*

WCE Response: This comment will be addressed at time of construction plan and SWPPP submittal.

- b. *Since the proposed plat is located in the Five Mile Prairie Special Drainage District, basements are not recommended. The development of any below grade structures (including basements) in the plat is subject to review of a geotechnical evaluation for foundation design to determine suitability and affects from stormwater and/or subsurface runoff. The geotechnical evaluation is required to be performed for each lot with below grade level structures and submitted for review and concurrence to the City of Spokane Building Department and Developer Services prior to issuance of a building permit. An overall geotechnical analysis may be performed in lieu of individual lot analyses to determine appropriate construction designs.*

WCE Response: This comment will be addressed at time of construction plan and SWPPP submittal.

- VI. *All stormwater facilities necessary to serve the proposed plat shall be designed and constructed in accordance with City standards.*

WCE Response: This comment will be addressed at time of construction plan and SWPPP submittal.

- a. *Prior to construction, a grading and drainage plan shall be submitted to Developer Services for review and acceptance.*

WCE Response: This comment will be addressed at time of construction plan submittal.

- b. *An erosion / sediment control plan, detailing how dust and runoff will be handled during and after construction, shall be submitted to Developer Services for review and acceptance prior to construction.*

WCE Response: This comment will be addressed at time of construction plan and SWPPP submittal.

- c. *If drywells are utilized, they will be tested to ensure design infiltration rates are met. A minimum factor of safety of 2 (two) will be required. In accordance with State Law, existing and proposed Underground Injection Control structures need to be registered with the Washington State Department of Ecology. Proof of registration must be provided prior to plan acceptance.*

WCE Response: This comment will be addressed at time of construction plan and SWPPP submittal.

d. *The developer will be responsible for all costs associated with constructing storm water improvements necessary to serve the proposed plat.*

WCE Response: This comment will be addressed at time of construction plan and SWPPP submittal.

VII. *Deviations from the design standards must be submitted in writing to the city engineer and approved prior to the submittal of engineering plans for review (SMC 17H.010.020).*

WCE Response: This comment will be addressed at time of engineering plan submittal.

VIII. *A driveway approach for Lot 1 accessing Ash Street shall be located as near to the north property line as feasible. A driveway approach for Lot 1 accessing Tieton Avenue shall be located as far east as feasible but shall not encroach the ten-foot drainage easement along the east property line.*

WCE Response: This comment will be addressed at time of engineering plan submittal.

IX. *Garages shall be a minimum of 20 feet from the back of sidewalk to fully accommodate a parked vehicle without obstructing the sidewalk.*

WCE Response: This comment will be addressed at time of engineering plan submittal.

X. *Civil engineered plans and profiles shall use NAVD88 datum (City of Spokane datum minus 13.13 feet).*

WCE Response: This comment will be addressed at time of engineering plan submittal.

XI. *In accordance with the City's Financial Guarantee Policy, a financial guarantee will be required for all street, drainage, and erosion / sediment control improvements not constructed prior to approval of the final plat.*

WCE Response: This comment will be addressed at time of engineering plan submittal.

The following statements will be required in the dedication of the final plat:

- A. *Only City water and sanitary sewer systems shall serve the plat; the use of individual on-site sanitary waste disposal systems and private wells is prohibited.*
- B. *Fifteen-foot utility easements as shown here on the described plat are hereby dedicated to the City and its permittees for the construction, reconstruction, maintenance, protection, inspections, and operation of their respective facilities together with the right to prohibit structures that may interfere with the construction, reconstruction, reliability and safe operation of the same.*
- C. *Development of the subject property, including grading and filling, are required to follow an erosion/sediment control plan that has been submitted to and accepted by Development Services prior to the issuance of any building and/or grading permits.*
- D. *Prior to the issuance of any building permits, the lots shall be connected to a functioning public or private sanitary sewer system and connected to a public or private water system, complying with the requirements of the Development Services and having adequate pressure for domestic and fire uses, as determined by the Water and Hydroelectric Services Department and the Fire Department.*
- E. *All parking areas and driveways shall be hard surfaced. All new or modified driveway locations will need to be reviewed and approved prior to construction.*

- F. A driveway approach for Lot 1 accessing Ash Street shall be located as near to the north property line as feasible. A driveway approach for Lot 1 accessing Tieton Avenue shall be located as far east as feasible but shall not encroach the ten-foot drainage easement along the east property line.*
- G. Garages shall be a minimum of 20 feet from the back of sidewalk to fully accommodate a parked vehicle without obstructing the sidewalk.*
- H. All Stormwater and surface drainage generated on-site must be disposed of on-site in accordance with chapter 17D.060 SMC, Stormwater Facilities, the Spokane Regional Stormwater Manual, and City Design Standards. A surface drainage plan shall be prepared for each lot and shall be submitted to the City of Spokane Planning & Development Department for review and acceptance prior to the issuance of a building permit on said lot.*
- I. No building permit shall be issued for any lot in this subdivision until evidence satisfactory to the Director of Engineering Services has been provided showing that the recommendations of Chapter 17D.060 SMC, Stormwater Facilities, and the Project Engineer's recommendations, based on the drainage plan accepted for the final subdivision, have been complied with.*
- J. Slope easements for cut and fill, as deemed necessary by Planning & Development in accordance with City Design Standards, are granted along all public right of ways.*
- K. The development of any structures in this plat is subject to review of a geotechnical evaluation for foundation design and to determine suitability and affects from stormwater and/or subsurface runoff and for slope stability. The geotechnical evaluation is required to be performed for each lot with structures and submitted for review and concurrence to the City of Spokane Building Department and Developer Services prior to issuance of a building permit.*
- L. The Crestview HOA (insert ARN# here) is responsible for maintaining, removing, disposing, and replacing the soil and grass sod, per the Operations and Maintenance Manual prepared by Whipple Consulting Engineers dated [insert date], located in drainage facilities situated within private lots.*
- M. The Crestview HOA shall be responsible for payment of all claims and other liabilities which may become due for said maintenance responsibilities. The City of Spokane does not accept responsibility to inspect, and/or maintain the private drainage easements, nor does the City of Spokane accept any liability for and failure by the lot owner(s) to properly maintain such areas. The City of Spokane is responsible for maintaining storm water facilities located within the public right-of-way as shown in the final plat documents. Maintenance shall include cleaning the structures and pipes.*

WCE Response: The above comments will be addressed at time of final plat submittal and are noted as required dedication language of the final short plat.

City Treasury, Christopher Johnson

No LIDS (no additional correspondence following original email on 2-13-2023)

WCE Response: This comment is noted.

If you have any questions or comments regarding this letter please feel free to contact me at (509) 893-2617.

Sincerely,

A handwritten signature in blue ink that reads "Austin J. Fuller". The signature is written in a cursive style with a long horizontal flourish at the end.

Austin J. Fuller, Assistant Planner
Whipple Consulting Engineers, Inc.

Encl: Updated preliminary plat
Storm drainage report

CC: Sponsor
File