



Planning and Development
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Pre-Development Conference Notes

Project Name: Northwest Middle School

To: Greg Forsyth
Spokane Public Schools
2815 E Garland Ave
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GregoryF@spokaneschools.org

Phone: 509-354-5775

From: Tami Palmquist, Facilitator

Phone: 509-625-6157

Project Name: Northwest Middle School
Permit No.: B20M0058PDEV
Site Address: 4918 W Wellesley Ave
Parcel No.: 26344.0021
Meeting Date: Thursday, June 11, 2020

Thank you for attending a Pre-Development meeting with the City of Spokane. Below are notes summarizing the information that was presented to you at your meeting on Thursday, June 11, 2020. These notes are broken down into three sections:

- Section 1: This section describes those proposed items specific to the building improvements with directives for code compliance addressed by the Building and Fire Departments as well as Spokane Regional Health District when warranted.
- Section 2: This section describes all issues outside of the building within the property boundaries including landscaping, parking requirements and accessibility, utilities, traffic, and refuse addressed by Planning, Engineering, Traffic, and Solid Waste Departments.
- Section 3: This section contains information for permit submittal, our intake process, and general information.

Please be advised that these notes are non-binding and do not constitute permit review or approval. The comments were generated based on current development standards and information provided by the applicant; therefore, they are subject to change. Comments on critical items will be highlighted in **bold** text.

Project Information:

- A. Project Description: New middle school and play fields.
- B. Scope and Size: The scope of work is a new Middle School building with two floors. The total area of the project is approximately 135,000 square feet. The occupancy is E. The facility will be of Type IIB construction.
- C. Special Considerations: DRB and CUP
- D. Estimated Schedule: Permit fall 2020 and occupy fall 2022
- E. Estimated Construction Cost: \$43,000,000.

Section 1 – Comments Specific to the Building

Dermott Murphy - Building Official (509-625-6142):

1. The Plan Review will reflect the extent and completeness of the submitted documents. **Attached** is a listing (by discipline) of the plans, specifications, and engineering details which should be submitted.

Tami Palmquist – Principal Planner (509-625-6157):

1. Development Standards:
 - a. Front yard setback: 15 feet from front property line
 - b. Side yard setback: 5 feet
 - c. Rear yard setback: 25 feet
 - d. Lot Coverage: 2,250 sq. ft. +35% for portion of lot over 5,000 sq. ft.
 - e. FAR: 0.5
2. Design Standards: Per *SMC 17C.110.500*
This project must address Institutional Design Standards. Please refer to *17C.120.500* for institution design standards, which address:
 - a. Section 17C.110.515 Buildings Along the Street
 - b. Section 17C.110.520 Lighting
 - c. Section 17C.110.525 Landscaped Areas
 - d. Section 17C.110.530 Street Trees
 - e. Section 17C.110.535 Curb Cut Limitations
 - f. Section 17C.110.540 Pedestrian Connections in Parking Lots
 - g. Section 17C.110.545 Transition Between Institutional and Residential Development
 - h. Section 17C.110.550 Treatment of Blank Walls
 - i. Section 17C.110.555 Prominent Entrances
 - j. Section 17C.110.560 Massing
 - k. Section 17C.110.565 Roof Form
 - l. Section 17C.110.570 Historic Context Considerations
 - m. Section 17C.110.575 Screening

Dave Kokot – Fire Prevention Engineer (509-625-7056):

1. Construction and demolition shall be conducted in accordance with IFC Chapter 33 and NFPA 241.
2. The building will be required to be provided with fire sprinklers. (IFC 903)
3. Where the highest occupied floor level is more than 30 feet above the lowest level of Fire Department access, Class I standpipes are required in each stairwell (IFC 905 amended by SMC 17F.080.030.B.11). Multiple standpipes in a building shall be connected to a common Fire Department connection (IFC 905 amended by SMC 17F.080.030.B.11) and no more than 150 feet from a fire hydrant along an acceptable path of travel (SMC 17F.080.310). A minimum of one outlet is required on the roof (IFC 905.4) or on the highest landing of an interior exit stairway with access to the roof compliant with IFC 1011.12.
4. An emergency voice/alarm system with central monitoring is required for this building (IFC 907 amended with SMC 17F.080.110).

5. Carbon monoxide detection is required for classrooms if the building has fuel-burning equipment.
6. Duct smoke detectors (if required) shall be wired to a supervisory zone only, not an alarm-initiating zone, as per Spokane Fire Department policy and as provided in the International Mechanical Code. The code requires duct detection only on return air.
7. The Fire Department requires annual operating permits for specific operations for buildings and sites in accordance with Section 105 of the Fire Code.
8. Where a kitchen is provided with equipment that will produce grease vapor, a Class I kitchen hood is required and will be protected with a wet-chemical suppression system (IFC 609.2). In addition, a Class K fire extinguisher will be located no more than 30 feet from the area of grease cooking (IFC 906.1). The type of equipment that is considered to generate grease vapors is established by the International Mechanical Code.
9. Carbon dioxide systems are required to be reviewed and permitted with the Fire Department if the system has more than 100 pounds of CO₂. A detection and alarm system may also be required.
10. Fire extinguishers are required for A, B, E, F, H, I, M, R-1, R-2, R-3 and S occupancies in accordance with IFC 906 – Table 906.3(1).
11. Address numbers or other approved signs are required to be provided on the building in a visible location (IFC 505).
12. If the building is equipped with a fire protection system, a Fire Department key box will be required (IFC 506).

Eric Meyer – Spokane Regional Health District (509-324-1582):

1. Please see the attached letter.

Section 2 – Comments Specific to the Site

Tami Palmquist – Principal Planner (509-625-6157):

1. **A Type II Conditional Use Permit for the new school, and modification to the stadium, will be required to be approved prior to any construction.**
2. **Design Review will be required as part of the CUP.**
3. Landscaping and Sidewalks:
 - a. Separated Sidewalk with planting zone are required.
 - b. Sidewalks, including interior pathways, shall have the minimum dimension of five feet. This dimension shall be applied to the clear, unobstructed pathway between the planting zone for street trees per SMC 17C.200.050 and building facades or parking lot screening.
 - c. Irrigation is required as per 17C.200.100.
 - d. A six-foot wide planting area of L2 landscaping, including street trees as per 17C.200.050 are required along street frontages.
 - e. Building setbacks and all other portions of a site not covered by structures, hard surfaces, or other prescribed landscaping shall be planted in L3 open area landscaping until the maximum landscape requirement threshold is reached (see SMC 17C.200.080).
4. Pedestrian Connections in Parking Lots
 - a. Within parking lots containing more than thirty stalls, clearly defined pedestrian connections shall be provided:
 - i. between a public right-of-way and building entrances;
 - ii. between parking lots and building entrances pedestrian connections can be counted toward the amount of required landscaping.

- b. Pedestrian connections shall not be less than five feet wide.
 - c. Pedestrian connections shall be clearly defined by at least two of the following:
 - i. Six-inch vertical curb.
 - ii. Textured paving, including across vehicular lanes.
 - iii. A continuous landscape area at a minimum of three feet wide on at least one side of the walkway.
- 5. Parking:
 - a. Please show parking calculations on your building plans when you submit for permit. Minimum and Maximum parking ratios are per *SMC 17C.230*.
 - i. Minimum Ratio for junior high schools: one parking stall per classroom
 - ii. Maximum Ratio for junior high schools: 2.5 parking stalls per classroom
- 5. Any new fencing will require a separate permit.

Patty Kells – Traffic Engineering Assistant (509-625-6447):

1. **A trip generation and distribution letter will be required for these combined projects for review with the CUP and SEPA.** Please submit turning movements for buses for the proposed driveway approaches. Could there be separate bus and emergency lanes designated and not combined with general traffic to the school and stadium?
2. Full frontage improvements are required along Wellesley Ave to include full pavement section to centerline with a 12' striped paved section south of centerline, curb, separated sidewalk with street trees, and street stormwater design. This must be designed by a WA licensed engineer to our City Design Standards.
3. All parking and maneuvering areas must be hard surfaced. All required parking, landscaping and onsite stormwater designs must be within the property lines and not in the public right-of-way.
4. Please dimension the parking stalls, accessible stalls and access aisles, travel lanes and driveway approaches on the site plan. Please add parking calculations to the site plans for verification of ADA requirements.
5. The parking stalls must be striped to current standards, and accessible barrier free parking spaces and aisles must be shown and comply with the City of Spokane Standard Plan G-54 & B-80A. An accessible route of travel connecting to the nearest accessible entrances and to the public sidewalk is required, with a marked accessible route of travel. All barrier free spaces and aisles must be drawn and reference these standard plans and must be added as details on the plans. Note on the site plan the van-accessible stalls and the sign locations. The access aisle for van accessibility must be eight feet wide.
6. Adequate access and maneuvering for refuse/emergency vehicles is required per the City Standards and must be maintained during construction.
7. Any new or modified driveway access locations must be reviewed and approved by Traffic Engineering prior to permit issuance. All unused driveways must be removed and replaced with City standard curb and sidewalk.
8. Maintain clear view at intersections, pedestrian ways, and driveways. Please add the clear view triangle to the corner to verify there are no conflicts.
9. Regional pavement cut policy will be applicable. Confine illumination lighting to the site.
10. *"The City shall collect impact fees, based on the schedules in SMC 17D.075.180, or an independent fee calculation provided for in SMC17D.075.050, from any applicant seeking development approval from the City."* A transportation impact fee will be assessed for a 135,000sf middle school proposed in the Northwest Service Area calculated at \$47.58/student for 781.4 students = \$37,177.62 + \$1,000.00 admin fee = \$38,177.62. This fee must be paid with the other permit fees prior to issuance of the building permit.

Tara Limon – Associate Transit Planner – STA (509-343-1692):

1. STA provides service on Wellesley with [Route 22](#). The closest bus stop to the proposed project is at the intersection of Wellesley and Assembly. To facilitate pedestrian access to the bus stops please provide a sidewalk adjacent to the proposed development, at least on the north side of Wellesley Avenue.

Mike Nilsson – Engineer (509-625-6323):

1. There is a public sewer main that crosses the site with private sewer connections serving Dwight Merkel Park and a portion of the VA hospital site. Relocation of the public main while maintaining existing private sewer connections is proposed.
2. New commercial side sewer shall be PVC pipe at least six inches in diameter, have a minimum slope of two percent and 3.5 feet of cover where vehicular traffic passes over, two feet minimum in other areas. The tap must be in the mainline, not to a manhole. Sewer and Water separation requirements are 18 inches minimum vertical, five-foot minimum horizontal. Sewer cleanouts shall be installed every 100 feet and at every angle 45 degrees or greater.
3. A grease trap is required for restaurant/kitchen use. The design of these facilities is covered in the Uniform Plumbing Code.
4. A drain for the trash enclosure is required to be connected to sewer if there is food service. Hot running water needs to be available to the enclosure for cleaning
5. The project property is not located within the General Facilities Charge (GFC) Waiver Zone, so GFCs will be assessed.
6. Stormwater design requirements can be found in the Spokane Regional Stormwater Manual (SRSM) and City of Spokane Design Standards Section 6. In general, new developments, additions, plats and binding site plans, addition or replacement of any impervious surface, manufactured or mobile home parks will require a geotechnical site characterization (report) and drainage report/plan. Please include a detailed Site Plan or Civil Plans, which show and clearly delineate existing and proposed sewer, water, drainage structures, dry well types, swale bottom areas and property lines. Show proposed and existing pavement. The geotechnical report, drainage report and civil plan must be stamped and signed by an engineer licensed in the State of Washington.
7. Combining landscape and stormwater treatment areas per Washington State Department of Ecology (DOE) low impact development (LID) guidelines is allowed. The link to DOE LID resources can be found at:
<http://www.ecy.wa.gov/programs/wq/stormwater/municipal/LID/Resources.html>
8. Any drywells and subsurface drainage galleries (existing and proposed) for the site must be shown on the plans and registered with the Washington State Department of Ecology (DOE). Please send a copy of the completed registration form to the City of Spokane Development Services Center. See the following link at the Department of Ecology (DOE) website for information about the Underground Injection Control (UIC):
<https://ecology.wa.gov/Regulations-Permits/Guidance-technical-assistance/Underground-injection-control-program>
Note all new projects must submit a UIC registration to Ecology at least 60 days prior to commencing UIC well construction. Ecology's approval of the registration is required prior to construction of a new UIC well.

9. Most land-disturbing activities require an Erosion and Sediment Control (ESC) plan. Land-disturbing activities are activities that result in a change in existing soil cover (vegetative or non-vegetative) or site topography. Land-disturbing activities include, but are not limited to, demolition, construction, clearing and grubbing, grading, and logging. An ESC plan detailing how erosion and other adverse stormwater impacts from construction activities will be handled must be submitted to the Development Services Center for review and acceptance prior to construction of said phase. See Section 9 of the SRSM for ESC requirements and applicability. The following link provides information on ESC training and certification programs:
- <https://ecology.wa.gov/Regulations-Permits/Permits-certifications/Certified-erosion-sediment-control>

Dave Kokot – Fire Prevention Engineer (509-625-7056):

1. An approximate site fire flow (obtained from IFC Table B105.1 and Table C105.1) is 7,750 GPM without automatic sprinklers throughout and requires eight fire hydrants. Site fire flow is 1,938 GPM with automatic sprinklers throughout and requires two fire hydrants.
2. Site fire flow and the number of required fire hydrants is determined by the total fire area and the construction type using IFC Table B105.1 and Table C105.1
3. There are two existing fire hydrants in the area that meet some of the code requirements for this project. At least one fire hydrant will be required.
4. At least one additional fire hydrant may be required depending upon the final arrangement for Fire Department access.
5. Site fire flow will be required to be maintained or provided during construction.
6. Fire hydrant spacing shall not be more than 500 feet (along an acceptable path of travel), within 500 feet of the property line for non-sprinklered buildings and 750 feet of the property line for fire sprinklered buildings (SMC 17F.080.030).
7. For commercial buildings, fire hydrants are required to be along an acceptable path of travel within 400 feet to all points around the building without fire sprinklers (IFC 507.5.1), and 600 feet for commercial buildings with fire sprinklers (IFC 507.5.1, exception 2).
8. Fire Department Connections for new fire sprinkler system installations shall be located no more than five hundred feet from a fire hydrant along an accessible path of travel unless where approved by the fire official.
9. Fire Department approved all-weather access must be provided to within 150 feet of any point around the outside of a building (IFC 503.1.1). For fully sprinklered buildings, this is extended to 165 feet (IFC 503.1.1, exception 1). Dead-end roads longer than 150 feet need approved fire apparatus turn-arounds (IFC 503.2.5). Fire apparatus turning radius is 50 feet external, 28 feet internal (SMC 17F.080.030.D.3). Minimum height clearance is 13 feet-6 inches (IFC 503.2.1). Fire lanes will have a maximum slope of 10 percent (based on IFC 503.2.7).
10. Streets with a minimum clear width less than 28 feet are required to be provided with “No Parking” signs on both sides of the street.
11. Minimum width for fire access is 20 feet, unobstructed (IFC 503.2.1). Buildings exceeding 30 feet in height will be required to have a Fire Aerial Access lane of 26 feet wide along at least one full side of each building (IFC D105.2). The fire aerial lane is required to be a minimum of 15’ and a maximum of 30’ from the building along the full length of the side of the building.
12. The proposal does not appear to meet the requirements for fire access as required in the Fire Code.

13. Fire access will be maintained during construction. The fire lanes will be maintained with an all-weather surface (IFC 3310.1).
14. The installation of security gates or barriers on fire access roads shall be approved by the Fire Department (IFC 503.6). If access to the site is required to comply with the distances around the building, at least one access gate will be setback a minimum of 48' from the edge of pavement. Gate openings will be a minimum of 14' wide, and open gates will not obstruct access to structures.
15. The site plan shows a food truck location. This will need to comply with the new 2018 IFC Section 319 as the trucks are mobile. The biggest concern is spacing between the trucks and the requirements for permits for Class 1 hoods.

Mathias Bauman – Water Department (509-625-7953):

1. There is an existing eight-inch private water main running through the parcel. This can be utilized for the project.
2. If additional water is needed, there is a six-inch ductile iron water distribution main in Wellesley Ave, fronting the SW corner of the property, available for the project. There is also a 6-inch cast iron water distribution main in Wellesley Ave, fronting the SE corner of the property, available for the project.
3. A hydraulic model must be performed to prove that the design meets minimum standards and to show how this project affects our water system.
4. The City of Spokane Water Department Cross Connection Control and Backflow program rules and regulations shall be followed in accordance with Washington Administrative Code (WAC 246-290-490) and the City of Spokane Municipal Code 13.04.0814.
5. This parcel falls outside of our General Facilities Connection Waiver zone, therefore, General Facilities Charges will apply if new water taps are made. See Section 13.04.2042 in the Spokane Municipal Code.
6. Calculated static water pressure is approximately 86 psi at the surrounding hydrants on Assembly St and approximately 100 psi on Wellesley Ave. Pressures exceeding 80 psi require a pressure reducing valve to be installed.
7. A utility site plan illustrating new water lines and/or services to be installed shall detail the location of new tap(s) and meter(s) prepared by a Professional Engineer licensed in the State of Washington. Water Department plan reviewers and inspectors will ensure that any new water line(s) and Service line(s) needing backflow assemblies are installed in accordance with applicable rules and regulations. Water Department Water Service Inspectors, (north side) Harry Ward (509) 625-7845, (south side) Ryan Penaluna (509) 625-7844 will review submitted plans and inspect on-site construction. Water Department Cross Connection Control Specialists, Donovan Aurand (509) 625-7968 and Lance Hudkins (509) 625-7967, will review any backflow assemblies where required.
8. Taps and meters can be purchased at Developer Services Center, located on third floor of City Hall -Spokane. Size of service(s) shall comply with International Plumbing Code. Tap, meter, and connection fees will comply with section 13.04 of SMC. Tapping of the water main and installation of new meters shall be done by City forces. All excavation and restoration is the owner's responsibility. All trenches and/or excavations must comply with current W.A.C. #296-155 part N. No City of Spokane employee will be permitted into any trench and/or excavation without proper shoring or sloping, no exceptions. Please see Water Department Rules and Regulations for information about tap and meter sizes and sewer/water separation requirements.

Rick Hughes – Solid Waste (509-625-7871):

1. Access to the refuse storage area looks good. The enclosure appears to have two containers. An enclosure for both refuse and recycling must be 20 feet wide by 10 feet deep with a clear width opening of 20 feet or 24 feet wide by 10 feet deep with two clear width openings of 12 feet.

Becky Phillips – Urban Forestry (509-363-5495):

1. Please see the attached letter.

Section 3 – General Information and Submittal Requirements

1. Plan requirements are as shown on the attached “Commercial Application Submittal Requirements”. For the permit intake submittal, please provide an electronic copy of the **All plan sets along with reports and supporting documents**. Plan sets shall include all plans created for this project: cover sheet, architectural, structural, plumbing, mechanical, electrical, civil engineered plans, landscaping and irrigation drawings. Plans are required to be stamped and sealed by an architect, landscape architect, or engineer licensed to do business within the State of Washington. All reports and supporting documentation noted in departmental comments will also be required for the permit intake submittal (i.e. NREC, drainage report, geotechnical site characterization, critical materials list, etc.). Please note that plans may be provided in multiple logically separated files to help manage file sizes as excessively large (i.e. separated by discipline, by building vs site, etc.).
2. Please provide an electronic copy of site plans showing dimensions, **property lines, and City Limits**, relative topography, all on-street signs and street markings, any new and existing frontage improvements, all structures, on-street storm drainage facilities, sidewalks, curbs, parking calculations and dimensions, dimension existing roadway, new and existing driveways and their locations, and other relative information. Show all existing topography in the public right-of-way such as street signs, water valves, hydrants, etc. All required landscaping must be within the property lines and not in the public right-of-way.
3. An Intake Meeting handout was provided to you in your packet at the Pre-Development meeting. Please call (509) 625-6300 to schedule an Intake Meeting to submit plans for a new commercial/industrial building, an addition to an existing building, a change-of-use, or a parking lot. Appointments must be made at least 24 hours in advance and can be scheduled for Monday through Thursday.
4. Please provide a complete set of plans to Spokane Regional Health District if food and/or beverage handling business is planned.
5. If you would like a full Certificate of Occupancy on any portion of the permit prior to completion of the other phases, it is required to file separate permits for each phase. An additional \$250 fee will be assessed for a Temporary Certificate of Occupancy and/or a Temporary Certificate of Occupancy extension per SMC 8.02.031M.
6. For additional forms and information, see my.spokanecity.org.

Date: 6/11/2020

From: Dermott Murphy, (509) 625 6142

Project: NW Middle School 4918 W Wellesley Ave (B20M0058PDEV)

Comments specific to Building:

1. The size and scope of this project will require that a Washington State Licensed Architect stamp the plans. Plans not stamped by the architect must be stamped by an appropriate engineer.
2. **As of November 1, 2020 the code cycle will change to the 2018 adopted codes.**
3. Codes which will be used to approve this project before November 1, 2020 will be the 2015 I.C.C. code series and the appropriate Washington State Amendment document for each. Exceptions to this will be the 2017 National Electrical Code and WAC 296-46B and the Uniform Plumbing Code 2015 and WAC 50-56. Accessibility Standards will come from Document ICC A117.12009. Non-Residential Energy Code (NREC), which applies to this project, is WAC 5111C.
4. NREC review needs to be completed and provided at the Intake of the project for review. Our permit application packet has NREC overview information. Please contact me if you have questions or want contact information for NREC professionals.
5. The designer of the structures will need to observe structural design requirements as shown in IBC chapter 16 for critical elements, including earthquake loading.
6. The designer of the structure will need to identify any methods of construction which require special inspections identified in IBC chapter 17.
7. A statement of special inspection, where necessary, must be provided to receive the permit.
8. Provide A/E stamped drawings for complete project
9. Provide scope as to level of modifications (Level1,2,3)
10. Provide MEP Engineering with all design calculations as needed, manufacturers cut sheets, underground services, riser diagram, ventilation and exhaust systems, Provide details of kitchen hood system, and cut sheets. etc., .
11. Provide details for all occupancy types and separations as proposed
12. Review chapter 11 for accessibility, and requirements for each occupancy types
13. Provide boiler size and specifications as required
14. Provide details of kitchen hood systems, and cut sheets.

PRE-DEVELOPMENT CONFERENCE COMMENTS

June 11, 2020

Greg Forsyth
Spokane Public Schools
2815 E. Garland Ave.
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Project Description: Northwest Middle School

Project No: B20M0058PDEV
Parcel No: 26344.0021
Location: 4918 W. Wellesley Ave.
Health District Tracking No: SR0006541

Spokane Regional Health District (SRHD) has completed a preliminary review of the above-referenced project. Based on the review, the following comments are offered for consideration by both the City of Spokane and the project sponsor prior to issuance of a building permit.

Food Safety Program Comments

The following items shall be submitted for review and determination of permit requirements for the main kitchen, any concession stands and any other areas where foods are offered to the student body such as DECA, home-economics, etc.:

1. Private clubs or organizations may be exempt from permit requirements if food or beverages are provided without compensation to members and invited guests.
2. A complete set of project construction plans and specifications, including an equipment list and surface finish list, must be submitted for review and approval prior to issuance of the building permit. Food service establishment plans can be submitted in hard copy or electronically. Electronic plans can be submitted to foodsafetyprogram@srhd.org. If plans will be submitted in both formats, a statement must be included indicating both sets are identical, or any differences must be itemized.
3. The final plan submittal shall include a plumbing plan showing all sinks and drainage, including the method used for indirect drainage of equipment such as ice machines, ice bins, dishwashers, produce preparation sinks, etc. as required by WAC 246-215-05410.
4. A food menu and food preparation steps must be included in the plan submittal. Note: All necessary paperwork for obtaining a food service establishment permit can be obtained at <https://srhd.org/programs-and-services/food-establishment-permits>.
5. Lighting shall comply with WAC 246-215-06240 and 06340.
6. If the operation will include off-site catering, the final plan submittal shall include an equipment list and procedures for all off-site food transport, preparation, set-up, and service. Catering includes the set-up and/or service of food at another location and requires a separate food establishment permit.

Greg Forsyth
Northwest Middle School
4918 W. Wellesley Ave.
Project Number: B20M0058PDEV
June 11, 2020

7. If the building will include windows or doors that remain open for ventilation or other purposes, the openings may be required to be protected against the entry of insects or rodents by providing screens, air curtains, or other effective means as required by WAC 246-215-06260.
8. A written statement of intent as to method of refuse containment is to be provided, along with a description of how the containment will be maintained in a sanitary manner. The refuse containment area surface must be constructed of nonabsorbent material and shall be smooth, durable, and sloped to drain. Location, construction, and maintenance of the refuse containment area shall comply with WAC 246-215 PART 5 Subpart E.
9. All areas used for storage of food products, single service items, utensils and equipment shall have surfaces that are smooth, durable, and easily cleanable. Exterior storage structures (e.g., storage buildings for espresso operations) are subject to the same requirements and shall be pre-approved by the Health District prior to being located on the site.
10. A complete submittal must be received and approved prior to release of Health District interest in the building permit. A complete food service establishment plan submittal may take up to 14 days to review.
11. Once the project is complete and ready for inspection please contact the Health District at least 3 days prior to the projected date of opening.

School Program Comments

Any publicly financed or private or parochial school or facility used for school instruction, from kindergarten through twelfth grade, must submit the following information for review:

1. Before a new school facility is constructed or an existing site previously developed for other purposes is converted to a school use, the proposed development site must be approved to ensure it presents no health risks. This includes, but is not limited to, a building/site assessment for potential contaminants related to past construction or use of the existing building and property, and a review of the current industrial/agricultural/commercial activities occurring at nearby surrounding sites that may have an adverse health or safety impact on the proposed school site.
2. A site sound level survey must be conducted to determine the ambient background noise at the site of a new school, an addition to an existing school, or the addition of a portable classroom. The ambient background noise cannot exceed an hourly average of 55 dBA or an hourly maximum of 75 dBA while school is to be in session. Exceedances of the maximum permitted site sound levels will require the submittal of a plan to mitigate the noise with building construction or other means to ensure compliance with maximum permitted sound levels in instructional areas of the school.
3. In new construction, the actual background noise at any student location within the classroom shall not exceed 45 dBA (L_{eqx}), where x is thirty seconds or more. Compliance is determined with the ventilation system and the ventilation system's noise generating components in operation (e.g. condenser, heat pump, etc.).
4. A complete set of building construction plans and specifications must be submitted for review and approval prior to issuance of the building permit. The *K-12 School Construction Project Submittal*

form is on the SRHD website at <https://srhd.org/programs-and-services/school-health-safety-program>. Plans can be submitted electronically, but a paper copy, including specification books and manuals, is required for school project plan review. An electronic copy of the final plans and specification books is required for archival purposes.

5. A letter must be submitted stating that the drawings and specifications for the project are designed in accordance with the following *Primary and Secondary School Regulation* WAC sections:
 - WAC 246-366-080 – Ventilation
 - WAC 246-366-090 – Heating
 - WAC 246-366-100 – Temperature Control
 - WAC 246-366-110 – Sound Control
 - WAC 246-366-120 – Lighting

Note: Sound and light levels will be measured for compliance during the pre-occupancy inspection conducted when construction is completed.

6. The plan submittal must include a letter from the architect or engineer stating that the building ventilation system is designed in compliance with the *International Mechanical Code* and *American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) Standard 62.1*, unless waived by SRHD. This requirement does not apply to relocatable classrooms.
7. A plan review meeting with the SRHD School Health and Safety Program will be required to discuss plan review of the proposed site, facility design and construction, and curriculum related to the school facility. This includes office areas, restrooms, locker rooms, gymnasiums, custodial rooms, classrooms, science rooms, science preparation rooms, shops, art rooms, auditoriums, interior lighting, ventilation, food service and playgrounds. Please contact Sandy Phillips at 324-1560, extension 4, to schedule this meeting. To improve the efficiency of the plan review process it is preferred that this meeting takes place prior to final plan submittal (e.g. at the 50% plan stage).
8. Safe motor vehicle (parent and bus) drop-off and pick-up design and locations must be provided for student arrival and departure. For assistance developing safe routes to school, refer to the Feet First handbook *Improve Your School Arrival and Departure Procedures* <http://www.feetfirst.org/wp-content/uploads/2013/12/Arrive-Depart-Handbook-FINAL-for-FF-website.pdf>.
9. Light intensities shall be provided as measured 30-inches above the floor or on working surfaces as follows:
 - General instruction areas (study halls, lecture rooms, libraries) – 30 foot-candles.
 - Special instruction areas (sewing rooms, labs, chemical storage areas, shops, drafting rooms, art and craft rooms) – 50 foot-candles.
 - Non-instructional areas (auditoriums, lunchrooms, assembly rooms, corridors, stairs, storerooms, and toilet rooms) – 10 foot-candles.
 - Gymnasiums (main and auxiliary spaces, shower rooms and locker rooms) – 20 foot-candles.
10. Any classrooms used for science, shops or art curriculum may require:
 - Submittal of a planned curriculum and Safety Data Sheets for chemicals
 - Fume hood, eyewash, and emergency shower

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11. Any classrooms where metals will be soldered (shops, robotics, etc.) will require local ventilation to remove contaminants.
12. Ground fault interrupter (GFI) devices shall be provided on all electrical receptacles within six feet of sinks, water fountains and other grounding sources.
13. Soap and single-service towels shall be provided at all handwashing facilities.

Liquid Waste/Water Program Comments

1. The project will be served by public sewer and water. No changes to these utilities are required by the Health District.

Solid Waste Program Comments

1. All demolition/construction debris must be transported to a licensed solid waste disposal facility. No on-site burning or burying of debris will be allowed.
2. If the site of the proposed project requires fill or grading, and clean soil or rock are used, no action is required by the Health District. If the fill will include inert waste such as concrete or asphalt it shall not exceed 250 cubic yards without obtaining an inert waste landfill permit. Sites requiring an inert waste landfill permit shall comply with WAC 173-350-410. Any other regulated solid waste placed on the site shall meet the requirements of the Chapter 173-350 WAC.

General

1. These comments are based on the project as proposed and reflect requirements in place at the time of submittal. There may be additional requirements at the time of formal application submittal if there have been changes to the proposal or revisions to the regulations have occurred since the original submittal.
2. The Health District is a separate reviewing agency from the Building Department. To assist in an efficient review of your project please submit final project plans and all information requested in these comments directly to the Health District.
3. Plan review for projects that require a permit or approval from the Health District is billed at \$130 per hour including time spent reviewing the project at the pre-application phase. Projects that are considered new construction (e.g., new structures, change of use, building additions, etc.) are charged a 1.5-hour minimum, to be paid at the time of plan submittal. Additional time spent reviewing plans and conducting pre-occupancy inspections is billed at the standard plan review rate of \$130 per hour. **Plan review and pre-occupancy inspections for projects that begin construction without written Health District approval is charged at 1.5 times the standard hourly rate.** Review of submittals begins only after all required documentation and fees have been received.

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Thank you for the opportunity to review your project. For general questions regarding these comments call 324-1582.

Sincerely,

A handwritten signature in black ink, reading "Eric D. Meyer". The signature is fluid and cursive, with the first name "Eric" and last name "Meyer" clearly legible, and "D." as a middle initial.

Eric D. Meyer, R.S.
Technical Advisor
Environmental Public Health Division

EDM/lh