



December 20, 2024

GO West Building Design LLC
2298 Van Dam Rd
Coupeville, WA 98239

RE: Project Sky View Townhomes (2411-0064)
Parcel: R13203-033-3060

The following comments are preliminary in nature and apply to the proposal based on the information provided by the applicant. As per OHMC 18.20.310(I), the purpose of pre-application review is to acquaint city staff with the proposed development and advise the applicant accordingly regarding project-specific regulations and requirements. The pre-application review is not intended to provide an exhaustive review of all potential issues that an application may raise. Also, this review does not prevent the city from applying all relevant laws to the application.

Engineering

1. These comments are prepared from the Engineering Division of Public Works based on the materials submitted for a pre-application review for this project. These comments are general in nature regarding the anticipated site plan review application, unless specificity is warranted at this time. Some comments may be considered advisory commentary for forthcoming Civil Plans (Construction Plans) which also must be reviewed.
2. The applicant team is required to submit a point-by-point response letter to these Engineering comments, and all subsequent review comments from Engineering, with all future submittals related to this project. Submittals absent a response letter are incomplete and cannot be reviewed. Applicant team is advised that they may utilize this (and future) comment letters from Engineering to provide responses to speed the process. Each comment must be responded to, even if the response is simply "Understood" or "Acknowledged". Applicant is advised that some comments may carry forward until the comment can be appropriately addressed through revisions to plan sets. We strongly recommend the applicant team respond to all comments from other divisions in the same fashion.
3. This is an advisory comment that is included at all stages of a plan review for all submittals from all applicants. This serves as a reminder to applicants that site plan sets for any submittal for review must include the minimum items found in OHMC 19.48.035. Please pay special attention to the requirements in this section, as any

missing component from a submitted set of plans for the Site Plan Review process renders a submission technically incomplete. Note: Applicants may omit items from their site plan that are not relevant, provided that justification for such omission is provided in writing as a response to this comment line. Please cite the specific item(s) omitted, for example: "Item 4D: Omitted natural gas lines because no natural gas service in area." Other statements of similar construction would be acceptable as well.

4. The Applicant Team is advised, the City of Oak Harbor has adopted the Washington State Dept. of Ecology's 2019 Stormwater Management Manual for Western Washington. Applications for development must comply with the requirements of the Manual, to include preparation of a Stormwater Drainage Report, a Geotechnical Report, a Stormwater Pollution Prevention Plan, and a Construction Stormwater Pollution Prevention Plan. These items are due as part of the first submittal for Site Plan Review.
5. Designers should consider adding additional dumpster enclosures for the convenience of tenants. Utilize AutoCAD's Vehicle Tracking or some other software of similar function to provide for proving turning radius for a solid waste collection vehicle. The SB-

Planning

6. -Per. 19.44.030, 4 bicycle parking spaces will be required on each lot.
7. -Per 19.46.030(1)(b), There shall be four trees for every 100 linear feet of frontage of property adjacent to the frontage on SR20, and according to the Design Regulations and Guidelines Section 3(ii)(1), the 20 foot buffer along this frontage must conform to the Heritage Way landscape plan, requiring that trees be spaced no further than 30 feet apart, and be of an approved species. Species include: Little Leaf Linden, Norway Maple, Red Maple, Sargent Cherry, and Sweet Gum.
8. -Per 19.46.030(4)(b) and (4)(d)(i), the required 10-foot buffer at the southern boundary of the site adjacent to single-family residential shall consist of evergreen trees planted a maximum of 15 feet on center, or hedges with dense evergreen foliage, in combination with deciduous trees and hedges for seasonal color and texture. Ground cover shall be planted at a density to form an effective barrier to cover 85 percent of the ground surface within two years.
9. -Per 19.46.140(3)(a), 10% of the site area must be landscaped with native vegetation with a minimum tree density of one tree per 600 square feet plus native understory vegetation. Landscaping within required buffers may count toward this requirement.
10. -Walls oriented toward public right-of-way must have visual interest, such as windows, per DRG 4(i)(3).
11. -Per DRG 4(ii), Each lot must provide 2600 sq. ft. (100 sq. ft. per unit) of safe, well designed common people spaces which include seating, shade trees, and human scaled lighting. Lighting will also be required along entrances and walkways.

12. -Per DRG 5(ii), Mechanical equipment and dumpsters must be fully screened, and fencing may only be used in combination with plantings.
13. The pedestrian walkway that splits the two properties is a public right-of-way and as such is considered to be a front setback. 10 feet to living space or porches is permitted in that location. Design considerations ensure that appropriate level of detail is included - while the doors are not required to be "front" doors to the units, the design should be of high quality with windows and architectural detail. Fencing may be provided for the yard spaces, but will be required to comply with front yard fencing standards of less than 3 feet with at least 50% open design. Additional understory landscaping of an equivalent height and street-type trees may be planted in the space between the walkway and any fencing or buildings, but the intent is to allow for some visibility into the pedestrian walkway to ensure safety for both pedestrians and residents. Pedestrian-oriented lighting should be provided along the walkway. Staff understands the balancing act between providing privacy for residents and safe access for pedestrians and are open to solutions.
14. Consider re-orienting some drive aisles and buildings to follow land contours. This should help with site preparation and allow for better sightlines for the units. With this configuration, the three-story buildings have easier access to yard space in the rear if desired. The two-story buildings are ideally designed to face the pedestrian walkway, and the three-story buildings can terrace up the slope on either side. An arrangement of a through driveway to the adjacent property to the south may be beneficial to both properties by providing a better access to that property and allowing for the access easement on the southwest corner to be eliminated.

Building

15. Structural plans shall show compliance with the adopted codes at time of submittal.

General Information

16. Following this meeting, any changes to the comments based on discussion at the Staff/Applicant meeting will be made by staff and sent to the applicant as a "Final" comment letter. Please utilize this letter as a checklist to ensure changes are made or addressed, and provide the response with the second review package.

Please direct any questions to:

Planning: Ray Lindenburg 360-279-4578

Building: Brian Colbert 360-279-4517

Fire: Mike Buxton 360-279-4702

Engineering: Jon Pollock 360-279-4520