

STAFF REPORT
CONDITIONAL USE PERMIT FOR DISCOVERY BEHAVIOR SOLUTIONS
(CUP-21-08)

TO: City of Wenatchee Hearing Examiner
FROM: City of Wenatchee Community Development Department
RE: Public hearing for CUP-21-08
DATE: January 18, 2022

1. REQUESTED ACTION

Requested Action: Conduct a public hearing on an application for a Conditional Use Permit to allow Discovery Behavior Solutions to operate a pre-school, day care, and after-school program in addition to their current outpatient behavioral health clinic in an existing building located at 125 Easy Street, Wenatchee, WA and identified by APN 23-20-28-120-120.

2. SITE INFORMATION

Applicant: Discovery Behavior Solutions
Owner: Myer's Enterprises LLC
Location: 125 Easy Street and identified by APN 23-20-28-120-120
Zoning District: North Wenatchee Business District (NWBD)
Comp. Plan Designation: NWBD

Project Description: The City of Wenatchee received a Conditional Use Permit (CUP) application for a pre-school and day care center to operate in an existing building located at 125 Easy Street.

The site is currently being used by Discovery Behavior Solutions for outpatient clinical services for child behavioral health. Discovery Behavior Solutions provides Applied Behavioral Analysis Therapy, behavior consultation, and training for families. The proposed pre-school and day care center is in addition to the current clinic services. The program will run year-round, with some closures due to holidays with planned hours of operation 8:30 am-6:00 pm Monday-Friday. Currently 2,000 square feet of office spaces is used for clinic therapy services, with 6-8 therapy staff. The child day care services will have an enrollment of 14 children, with 2 staff members. Parking areas have been identified for drop off and staff parking for the day care program, as well as parking spaces for the clinic services. Drop off spaces will be identified either by marking on the asphalt or by small signs.

No interior changes are currently proposed; however, a building permit will be required before day care final occupancy to verify building code requirements for the change of occupancy from an office space to day care. Outdoor improvements include installation of a 6-foot solid fence on the property line attaching to the corner of the building are garage to meet Washington State Daycare Requirements. In addition, stormwater facilities for the parking area required. Plans for an engineered stormwater system will be submitted with the building permit application. There is existing landscaping on site and all landscaping will remain as is.

The proposed use and related activities meet the definition of a “child day care center” as described in WCC Chapter 10.08, Definitions. Child daycare centers require a CUP in the NWBD.

Site Characteristics: The property is within the NWBD zoning district. The project site is 1.05 acres. There is an existing building on site that currently houses Discovery Behavioral Solutions’ outpatient clinic for child behavioral health services. The property has access from both Easy Street and Chester Kimm Road. Surrounding uses are primarily commercial and include Cashmere Valley Bank to the north, and law offices to the south and east.

Surrounding Properties:

North: Primarily commercial properties, within the NWBD

East: Primarily commercial properties, within the NWBD and Industrial (I) zoning district

South: Primarily commercial properties, within the NWBD

West: Vacant land, within the NWBD



Figure 1. Aerial image of proposed project area

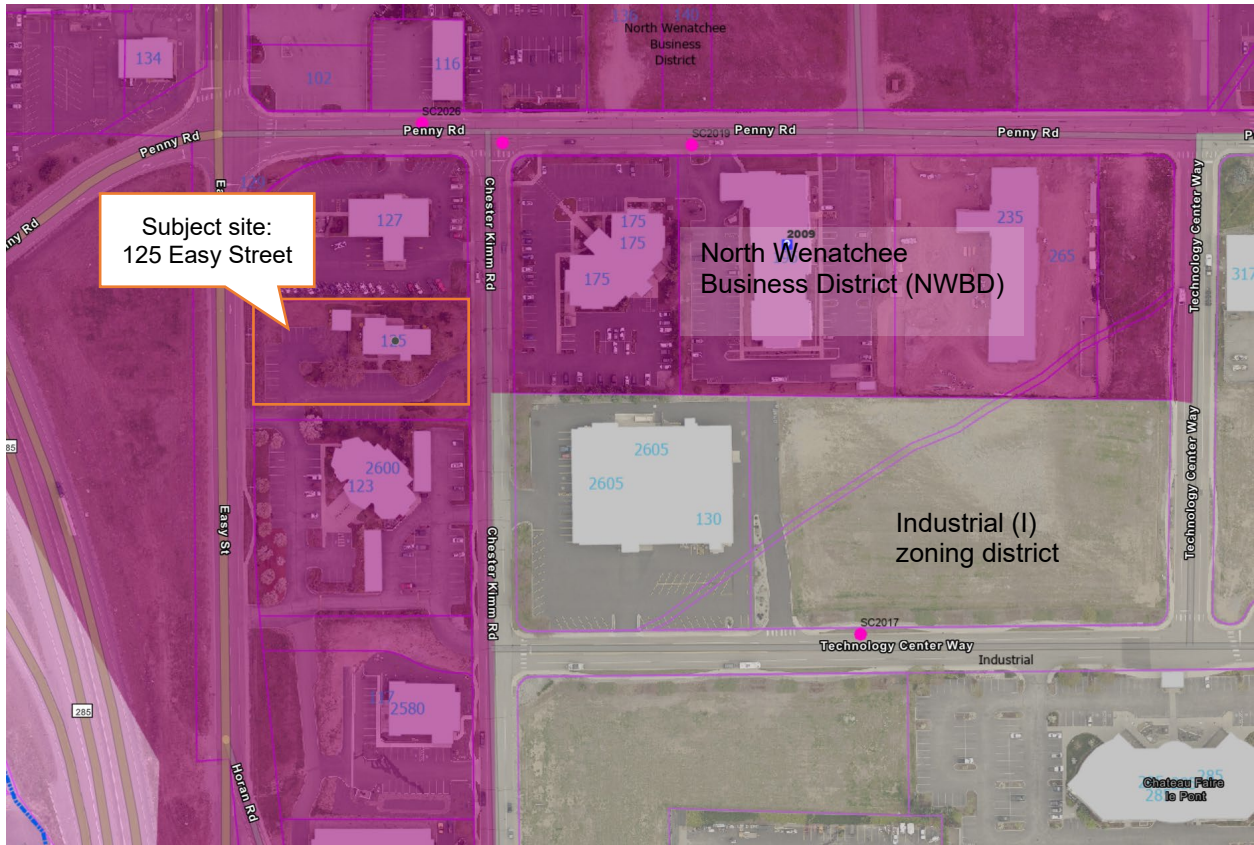


Figure 2. Zoning districts

3. APPLICABLE POLICIES AND DEVELOPMENT REGULATIONS

The proposed action is subject to land use policies and provisions of the City of Wenatchee Urban Area Comprehensive Plan and zoning and development regulations of the Wenatchee City Code.

Wenatchee Urban Area Comprehensive Plan

In addition to the general goals and policies of the Growth Management Act and Wenatchee Urban Area Comprehensive Plan which state growth shall take place where adequate public facilities exist and are able to serve existing and future growth, the following goals and policies are relevant to this application:

Land Use Element Implementation Table:

<p>North Wenatchee Business District</p>	<p>Primary Uses:</p> <ul style="list-style-type: none"> ▪ Retail ▪ Restaurants ▪ Banks and services <p>Secondary Uses:</p> <ul style="list-style-type: none"> ▪ Upper floor residential 	<ul style="list-style-type: none"> ▪ Height: 4 to 6 stories ▪ Landscaping and signs ▪ Access control ▪ Develop pedestrian destination or orientation ▪ Work on entrance and gateway improvements (landscaping, signage, public art, etc.)
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Economic Development Element

Goal ED 1: Expand and improve education facilities and opportunities to increase skilled labor, research, basic and higher education

Policy 1: Implement key strategies 1 through 13 identified at the beginning of this plan.

Key Strategies # 1 is to improve K-12 education: A high-quality K-12 education system that is adapted for a future economy while providing all children the opportunity to learn in a manner with the greatest opportunity to succeed.

Community Design and Healthy Communities Element

Goal 5: Healthy Communities: Promote physical activity through safe and pleasant routes to employment centers, neighborhood services, parks, and schools; and seek to improve overall conditions that impact quality of life.

Policy 5: Work cooperatively with health care providers and other regional partners to focus on the health of all residents and improve overall population health for Wenatchee residents.

Wenatchee City Code

Wenatchee City Code sections which apply to this project are described below.

Definitions and District Use Chart

Wenatchee City Code (WCC) Section 10.08.050, "C" defines "child day care center" to mean:

"Child day care center" means an agency that regularly provides child day care and early learning services for a group of children for periods of less than 24 hours.

WCC Section 10.10.020, District Use Chart, requires a Conditional Use Permit for child day care centers in the NWBD zoning district.

Development Standards

The proposed development is subject to the development standards of the NWBD zoning district, as described in WCC Section 10.46.040, Commercial development chart. The application is also subject to WCC Chapter 10.60, Off-Street Parking. Table 2, in Section 5 of this staff report, provides a detailed summary of the proposed project's consistency with the applicable development standards.

Conditional Use Permit Requirements and Criteria

All conditional use permit applications must meet the general requirements in WCC 10.65.050 and be evaluated by WCC 10.65.060 "General Criteria." Additionally, there are specific provisions of WCC Section 10.65.110, Child day care center, which are applicable and further described in Section 5.

Shoreline, Resource Lands, and Critical Areas

The subject site is outside of the 200' shoreline jurisdiction and is not identified within the current critical area maps used by the City.

4. PUBLIC NOTICE AND ENVIRONMENTAL REVIEW

Table 1. Procedural steps and dates

Application Submitted:	November 29, 2021, and amended on December 16, 2021 and January 12, 2022
Determination of Completeness:	December 16, 2021
Notice of Application:	Notice was mailed to property owners/taxpayers within 350 feet of the subject property, posted on the subject property, and referred to relevant agencies on December 20, 2021.
Notice of Public Hearing:	Notice was mailed to property owners/taxpayers within 350 feet of the subject property on December 20, 2021 and published in the Wenatchee World newspaper on January 15, 2022
Public Hearing:	The public hearing is scheduled for January 25, 2022 at 3:00p.m.

The public and relevant agencies have been given an opportunity to comment on the proposal. The comment letters received are included as Attachment B and summarized below:

Agency comments:

- An agency comment was received from Chelan County Fire District # 1 on December 20, 2021, stating no comments.
- An agency comment was received from Washington State Department of Transportation on December 22, 2021, stating no comment.
- An agency comment was received from the Wenatchee Reclamation District on December 23, 2021, stating no comment.
- An agency comment was received from City of Wenatchee Building and Fire on December 27, 2021 listing suggested Conditions of Approval.
- An agency comment was received from City of Wenatchee Development Review Engineer on January 14, 2022, listing suggested Conditions of Approval.

Consistency with agency comments:

Suggested Conditions of Approval from both City of Wenatchee Building and Fire and City of Wenatchee Public Works are included in the recommended Conditions of Approval.

Public comments:

- No public comments were received

Environmental Review includes State Environmental Policy Act (SEPA): The application is categorically exempt from the State Environmental Policy Act (SEPA), pursuant to WCC Section 12.04.030(2)(a)(i) and WAC 197-11-800(1)(c), as a commercial building no more than 12,000 square feet or 40 parking spaces.

5. PROJECT ANALYSIS

In review of this proposal it is important to consider the goals and policies of the Comprehensive Plan, applicable codes, public and agency comments, any identified environmental concerns, and state and federal requirements. Identified below is planning staff's analysis and consistency review for the subject application. The child day care center, as proposed, is considered to be a change of use of the property and requires additional review for compatibility with the surrounding area, through the Conditional Use Permit process. Where a use may be found to be compatible, conditions may be imposed to protect neighborhood interests from any potential adverse impacts.

Comprehensive Plan consistency analysis:

This application proposes the addition of a child day care to an existing child behavioral health outpatient clinic. The existing building is located in the North Wenatchee Business District, which allows for the full range of office, service, and retail uses. The site is surrounded by primarily commercial office uses. This use, as proposed in the application and as conditioned, is compatible with surrounding properties and does not create any adverse impacts on adjacent properties.

The Comprehensive Plan generally supports education opportunities, and encourages expansion and support of educational facilities in the Economic Development Element. The child day care center provides a needed service for specialized early childhood education and child care.

The Community Design and Healthy Communities Element Goal 5 encourages supporting the health, neighborhood services and quality of life of Wenatchee residents. Discovery Behavior Solutions provides specialized child day care that promotes the health and wellbeing of children and families.

Wenatchee City Code consistency analysis:

Development Standards

WCC Chapter 10.60, Off-Street Parking. Table 2, below, provides a detailed summary of the applicable development standards from the Off-Street Parking chapter, and consistency of the proposed project.

Table 2. Consistency with applicable development standards

WCC Chapter 10.60, Off-Street Parking			
Applicable Standard	Required	Proposed	Complies?
Parking spaces	Child day care - 1 space per staff plus 3 drop-off spaces per 12 children (WCC 10.60.080)	2 staff members and 14 children = 5 spaces required for day care	Yes
	Medical office - 4 spaces per 1,000 square feet of GFA	2,000 sf used for clinic space = 8 spaces required	Yes

13 total spaces required between both uses, 34 spaces on site

The total number of parking spaces required for both uses is 13 (including 3 drop off spaces), and the total number of spaces provided on site is 34. The child day care center requires 5 spaces, and 10 parking spaces have been identified on the site plan for day care center staff and drop off spaces. These spaces will be labeled with marking on the asphalt. 8 spaces are required for the outpatient clinic use, and there are 24 spaces available for clinic staff and patients.

Conditional Use Permit Requirements and Criteria

The general criteria for conditional use permits in WCC Section 10.65.060 requires that the proposal is compatible with adjacent uses and will protect the character of the surrounding area, will not result in the creation of nuisances to the public and/or nearby properties and existing uses, and will not result in undue adverse impacts affecting the public health, safety, and welfare. The proposed use, a child day care center may be permitted by Conditional Use Permit in the NWBD zoning district. This application and subsequent building permit are subject to all provisions of the Wenatchee City Code, including development standards specific to the referenced zoning district.

The project is also subject to specific conditional use permit criteria for child day care centers, provided in WCC Section 10.65.110:

- (1) Compliance with applicable state and local regulations relating to child day care homes and centers;*

Project compliance: Discovery Behavior Solutions will obtain all required licenses through the Washington State Department of Children, Youth, and Families to operate at the subject property.

- (2) In residential zones, one unlighted wall sign not exceeding 12 square feet in area shall be permitted;*

Project compliance: Site is not located within a residential zone and this standard is not applicable. Any new signs will require a separate sign permit application.

- (3) Off-street parking shall be provided as required by Chapter 10.60 WCC, as amended, including off-street loading/unloading space;*

Project compliance: The project has adequate parking to meet the off-street parking requirements. A total of 13 spaces are required for both the daycare and clinic uses, and 34 spaces are available on site.

- (4) All off-street parking required for child day care centers shall be improved with a durable, dustless surface of asphalt, grass-crete or concrete, and shall be so graded and drained as to dispose of all surface water on site in a manner acceptable to the city engineer;*

Project compliance: The parking areas are already improved with asphalt. The City's Engineering Division has provided comment and noted that the parking area does not have a stormwater collection system. Condition of approval #5 requests an engineered stormwater plan with the building permit submittal with an analysis for the 25-year, 24-hour stormwater event.

(5) *Any outdoor play area shall be completely enclosed by a fence meeting the height limitations for fences;*

Project compliance: The project proposes a fenced play area enclosed by a six-foot fence, which meets the height limitation for fences in the NWBD.

(6) *Architectural Scale. New child day care center buildings in the RS, RL, RM, and RH zoning districts shall meet WCC 10.48.080(4).*

Project compliance: This is an existing building and not within the RS, RL, RM, or RH zoning districts and this requirement is not applicable.

6. RECOMMENDATION

As conditioned below, this application does not appear to be detrimental to the general public health, safety or welfare and meets the basic intent and criteria associated with Title 10 of the Wenatchee City Code. Staff recommends **approval** of CUP-21-08 subject to the following findings of fact, conclusions of law, and suggested conditions:

This recommendation is based on the following findings of fact:

1. An application was submitted on November 29, 2021 for a Conditional Use Permit to allow a child day care center to operate in an existing building located at 125 Easy Street and identified by APN: 23-20-28-120-120.
2. The applicant is Discovery Behavior Solutions.
3. The property owner is Myer's Enterprises LLC.
4. The Wenatchee Urban Area Comprehensive Plan land use designation is North Wenatchee Business District (NWBD).
5. The subject property is located within the NWBD.
6. The subject use meets the definition of "child day care center" as defined in WCC 10.08 and is permitted as a Conditional Use in the NWBD as allowed by WCC Section 10.10.020.
7. The proposal is consistent with the goals and policies of the Wenatchee Urban Area Comprehensive Plan. This use is compatible with surrounding properties and promotes an educational opportunity and child care.
8. The proposal is consistent with the provisions of Wenatchee City Code Title 10, Zoning. The proposal meets the general conditional use permit criteria in WCC Section 10.65.060 and specific conditional use criteria for WCC Section 10.65.110 Child day care centers. The school is in a commercial area adjacent to existing commercial uses.
9. Wenatchee City Code Section 10.65.110(4) requires that proposed projects demonstrate that the off-street parking area is graded and drained as to dispose of all surface on site. The applicant presented a site narrative that states that the parking area does not currently have a stormwater collection system. The City Engineer establishes that the 25-year 24-hour City of Wenatchee Storm Event according to the Stormwater

Management Manual for Eastern Washington as adopted for the City of Wenatchee is the minimum storm event for this site.

10. The application is categorically exempt from the State Environmental Policy Act (SEPA), pursuant to WAC 197-11-800(6)(b)(i), which exempts land use decisions for activities conducted within an existing building.
11. The application has been processed as a Type III quasi-judicial review.
12. Appropriate notice of the application and public hearing was mailed to surrounding property owners, sent to agencies with jurisdiction, and posted on the property on December 20, 2021.
13. The agency and public comment period for this application concluded on January 5, 2022.
14. An agency comment was received from City of Wenatchee Building and Fire on December 27, 2021 listing suggested Conditions of Approval.
15. An agency comment was received from City of Wenatchee Development Review Engineer on January 14, 2022, listing suggested Conditions of Approval related to stormwater facilities.
16. An agency comment was received from Chelan County Fire District # 1 on December 20, 2021, stating no comments.
17. An agency comment was received from the Wenatchee Reclamation District on December 23, 2021, stating no comment.
18. An agency comment was received from Washington State Department of Transportation on December 22, 2021, stating no comment.
19. The Wenatchee Hearing Examiner will conduct a public hearing on January 25, 2022.
20. Any Conclusion of Law that is more correctly a Finding of Fact is hereby incorporated as such by this reference.

This recommendation is based upon the following suggested conclusions:

1. The City of Wenatchee Hearing Examiner has been granted the authority to render this decision pursuant to WCC 1.09.070.
2. As conditioned, this proposal is consistent with applicable federal and state laws and regulations.
3. As conditioned, the proposal is consistent with the intent, purposes, and regulations of the Wenatchee Urban Area Comprehensive Plan and Wenatchee City Code.
4. As conditioned, this proposal meets the general conditional use permit criteria in WCC Section 10.65.060 and specific conditional use criteria for WCC Section 10.65.110, Child Day Care Center.
5. The conditional use permit will run with the land.
6. Comments from the reviewing agencies have been considered and addressed where appropriate.
7. As conditioned, the proposal will not be significantly detrimental to the public health, safety and welfare; diminish the value of nearby property or improvements; or disturb persons in the use of property unless the conditional use is a public necessity.

8. As conditioned, the proposal has been designed to minimize adverse effects on neighboring properties, to include at minimum the effects of lighting, transportation, noise, odor, dust, and appearance.
9. The conditions of approval are the minimum necessary to ensure the proposal will comply with all applicable laws and regulations.
10. All conditions placed upon the proposed use are conditions that are measurable and can be enforced and monitored.
11. Public use and interests will be served by approval of this proposal.
12. Any Finding of Fact that is more correctly a Conclusion of Law is hereby incorporated as such by this reference.

This recommendation is based upon the following suggested Conditions of Approval:

1. The project shall proceed in substantial conformance with the plans and application materials provided in Attachment A, except as amended by the conditions herein. Any future phases of development that may increase the site capacity will require an amendment to this Conditional Use Permit.
2. Changes or alterations to the approved plan are not authorized. All changes or alterations to the approved project shall be reviewed and approved by the City of Wenatchee and all agencies with jurisdiction prior to commencement of any related work.
3. Pursuant to WCC 10.65.050(2), the conditional use permit must be acted upon within three years from the date of approval or the permit shall expire. The holder of the permit may request an extension of time before the expiration date and the director may grant one extension of time of up to one year past the original expiration date.
4. The permit shall run with the land and is only applicable to the property described in the application materials and Finding of Fact #1.
5. The applicant shall provide an engineered stormwater plan for the site with an analysis for the 25-year, 24-hour stormwater event in accordance with WCC 10.65.110 acceptable to the City Engineer. Prior to use of the facility, construct improvements identified by a Professional Engineer's stormwater plans, reports and specifications as approved by permit from the City.
6. A building permit is required for the change of use.
7. The play area shall be enclosed by a six-foot fence.
8. The applicant is responsible for compliance with all applicable local, state and federal rules and regulations, and must obtain all appropriate permits and approvals.
9. The property owner shall maintain compliance with the standards of WCC Title 10, Zoning and conditions of the conditional use permit at all times. Violation of the terms of the permit and/or requirements of the WCC not expressly modified by the permit shall be processed as a violation pursuant to WCC Chapter 13.13, Enforcement and Penalties.

Attachments:

- A. Application materials, submitted November 29, 2021, and amended December 16, 2022 and January 12, 2022.
- B. Agency comment letters

Attachment A. Application materials



Department of Community Development
 Planning Division
 1350 McKittrick Street, Suite A
 Wenatchee, WA 98801
 (509) 888-3200

LAND DEVELOPMENT PERMIT APPLICATION

CWP-21-08

Date Stamp

Accepted By:

TD

Receipt No.

File No.

PRE-APP-21-38

TYPE OF PERMIT YOU ARE APPLYING FOR:

- Major Subdivision Short Plat Binding Site Plan Variance
 Final Plat Final Short Plat Final Binding Site Plan Conditional Use
 Plat/Binding Site Plan Alteration Plat/Binding Site Plan Vacation Planned Development

In addition to this form, submit all applicable items on the corresponding checklist for a complete application.

GENERAL INFORMATION

Applicant: Myer's Enterprises LLC

Mailing Address: 288 Shirley Gordon Road Kalama, WA 98625

Contact No.: _____ E-mail Address: mturnbull@discoverybehavior.com

Property Owner(s): _____

*If different than applicant

Mailing Address: _____

Contact No.: _____ E-mail Address: mturnbull@discoverybehavior.com

If there is more than one property owner, submit the supplemental additional owner(s) and authorization form.

Complete section if an agent is acting for the applicant or owner during the permit process:

Authorized Agent: Maryjo Turnbull

Mailing Address: 125 Easy Street, Wenatchee WA 98801

Contact No.: _____ E-mail Address: mturnbull@discoverybehavior.com

Surveyor: _____ Washington Registration #: _____

Contact No.: _____ E-mail Address: _____

Engineer: _____ Washington Registration #: _____

Contact No.: _____ E-mail Address: _____

Please indicate who should receive correspondence and notices:

Applicant

Owner

Authorized Agent

Surveyor

Engineer

PROPERTY INFORMATION

Street Address(es): 125 Easy Street , Wenatchee, WA 98801

Parcel No(s).: Property ID 25143

Abbreviated Legal Description: T 23N R 20EWM s

Total site size in acres: _____

Zoning District Designation: _____

Overlay District: _____

Comprehensive Plan Designation: _____

Shoreline Environmental Designation: _____

Wildland-Urban Interface: _____

Critical Areas: _____

ACKNOWLEDGEMENTS AND SIGNATURES

I (We) acknowledge that:

1. The information, plans, maps and other materials submitted on and with this application are, to the best of my/our knowledge, a true and accurate representation of this proposal;
2. This application shall be subject to all additions to and changes in the laws, regulations and ordinances applicable to the proposed development until a determination of completeness has been made pursuant to Chapter 13.07 Wenatchee City Code;
3. City of Wenatchee does not guarantee success of this permit application, and/or the issuance of an affirmative notice of action. The City's assistance to the applicant(s)/owner(s) does not preclude the need to address impacts raised by the public or by other federal, state or local agencies;
4. In the event of any legal proceeding to challenge this application, any environmental determination or any other aspect of the proposed development, the Applicant(s)/Owner(s) shall be solely responsible to defend such challenge and pay all court costs and attorney's fees necessary for such defense;
5. If the Applicant is not the owner of the real property which is the subject of the permit application, this application and acknowledgment shall also be executed by each owner;
6. All persons executing this acknowledgment in a representative capacity shall be personally liable and hereby personally guarantee payment of all fees, expenses and costs required by this application.
7. If the applicant(s), representative(s) and/or owner(s) fail to respond to a request by the Department to submit necessary application materials identified in a Notice of Incomplete Application within 60 days will result in a null and void application, with no refund of the filing fees.
8. This application does not constitute approval of the proposed development activity and it is acknowledged that additional permit applications and approvals may be necessary to conduct specific activities.
10. During the review of this application, it may be necessary for staff to make one or more site visits. By signing this application form, you are giving permission for these visits. If it is rental property, the owner hereby agrees to notify tenants of possible site visits.

Date: 11/18/2021

Applicant Signature: Mary jo Turnbull

Digitally signed by Mary jo Turnbull
Date: 2021.11.18 13:29:54 -08'00'

Date: _____

Agent Signature: _____

Date: _____

Owner Signature: _____



Department of Community Development
 Planning Division
 1350 McKittrick Street, Suite A
 Wenatchee, WA 98801
 (509) 888-3200

**LAND DEVELOPMENT PERMIT APPLICATION SUPPLEMENTAL
 FOR ADDITIONAL OWNER(S) AND AUTHORIZATION**

File No. CUP-21-09 Street Address: Parcel No.

1. Owner(s) Name: Andrew Myers / Myers Enterprises L.L.C.

Mailing Address: 125 Easy St Wenatchee WA 98801

Contact No.: 360-784-0076 E-mail Address: MTurnbull@discoverybehavior.com

2. Owner(s) Name:

Mailing Address:

Contact No.: E-mail Address:

3. Owner(s) Name:

Mailing Address:

Contact No.: E-mail Address:

ACKNOWLEDGEMENTS AND SIGNATURES

I (We) acknowledge that:

1. The information, plans, maps and other materials submitted on and with this application are, to the best of my/our knowledge, a true and accurate representation of this proposal;
2. This application shall be subject to all additions to and changes in the laws, regulations and ordinances applicable to the proposed development until a determination of completeness has been made pursuant to Chapter 13.07 Wenatchee City Code;
3. City of Wenatchee does not guarantee success of this permit application, and/or the issuance of an affirmative notice of action. The City's assistance to the applicant(s)/owner(s) does not preclude the need to address impacts raised by the public or by other federal, state or local agencies;
4. In the event of any legal proceeding to challenge this application, any environmental determination or any other aspect of the proposed development, the Applicant(s)/Owner(s) shall be solely responsible to defend such challenge and pay all court costs and attorney's fees necessary for such defense;
5. If the Applicant is not the owner of the real property which is the subject of the permit application, this application and acknowledgment shall also be executed by each owner;
6. All persons executing this acknowledgment in a representative capacity shall be personally liable and hereby personally guarantee payment of all fees, expenses and costs required by this application.
7. If the applicant(s), representative(s) and/or owner(s) fail to respond to a request by the Department to submit necessary application materials identified in a Notice of Incomplete Application within 60 days will result in a null and void application, with no refund of the filing fees.
8. This application does not constitute approval of the proposed development activity and it is acknowledged that additional permit applications and approvals may be necessary to conduct specific activities.
10. During the review of this application, it may be necessary for staff to make one or more site visits. By signing this application form, you are giving permission for these visits. If it is rental property, the owner hereby agrees to notify tenants of possible site visits.

Date: 10/20/2021 Print Name(s): Mary Jo Turnbull Signature(s): Mary Jo Turnbull

Date: Print Name(s): Signature(s):

Date: Print Name(s): Signature(s):



CONDITIONAL USE PERMIT APPLICATION CHECKLIST

The following information must be submitted at the time of application in order for it to be accepted at the counter. This includes items identified during the pre-application meeting. While a pre-application meeting is not required it can help identify required studies that if deferred will result in a longer processing time.

Applicant Verified	Required Items	Missing	Counter Complete	Deferred	N/A
<input type="checkbox"/>	Pre-application meeting date and file no. PRE-APP-21-38 July 15, 2021	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
<input type="checkbox"/>	Completed master application (signed and all parcel #'s included)	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
<input type="checkbox"/>	SEPA checklist (signed)	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>
<input type="checkbox"/>	Scaled site plan – 4 copies (at least one copy 11" x 17") depicting at least the following items: (a) the boundaries of the parcel(s); (b) the names of all streets bounding the site; (c) dimensions, locations and elevations of all buildings to be built or used; (d) the location, dimensions and design of off-street parking facilities, showing points of ingress and egress; (e) the surrounding property uses; and (f) pedestrian and vehicular circulation patterns.	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>
<input type="checkbox"/>	Stormwater report – 2 copies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Project narrative including description and code consistency	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
<input type="checkbox"/>	Geotechnical, Flood Hazard, and/or Wildland-Urban Interface Analysis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	Copy of all application materials in a digital PDF format	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	Traffic Impact Analysis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	Parking Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
<input type="checkbox"/>	Landscape Plan	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>
<input type="checkbox"/>	Exterior Elevations	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>
<input type="checkbox"/>	Application Fees Paid	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Date Accepted: 11-29-21 Accepted By: [Signature] File No. CUP-21-08

Myers Enterprises LLC, building owner

CUP Application for 125 Easy Street. Wenatchee, WA 98801

North Wenatchee Business District

1.05 Acres / 45,738 sq. ft.

Parking Analysis (please also see site plan:) (add photos)

- **Preschool/After School Program : 1 spaces/staff + 3 spaces/drop-offs**

We have identified 10 total parking spaces for preschool staff and drop-off on the site plan and on-location via stencil and paint.

- **Clinic/Outpatient : 2 spaces/classroom**

We have 6 classrooms, thus needing a minimum of 12 parking spaces. These are located directly in front of the building. We have identified these on the site plan, and on-location via upright signs in front of each parking spot.

- We are required to have 22 total parking spaces for the preschool and clinic. There are a total of 34 parking spots, including 10 parent drop-off spots and 1 handicap spot. These spaces will all be marked on the asphalt or with upright signs (please see the site plan.) The approximate total square footage of the front parking lot is 6820 and the staff parking lot is 5000.

- We have dedicated the front parking lot (see site plan) for drop-off, drive-through only during before and after school hours, and handicap parking. Visitor parking will be available in the front parking lot during operational hours, directly across from the parent parking area. (approximate square footage: 4200.) There are currently 20 striped parking spots in the front parking lot. Staff is designated 14 parking spots to the north of the building. There is a gate that indicates "no thru traffic" coming from Easy Street to assist in one-way traffic movement.

Project Narrative:

- Myer's Enterprises is the property owner renting 125 Easy Street to Discovery Behavior Solutions (DBS) and Discovery Learning Schools (DLS). Myers Enterprises is applying for a conditional use permit to enable the current tenant's programs to expand by adding a preschool, daycare, and after-school program. Adding these programs triggers a daycare use permit and licensing for the childcare center through the State of Washington. Currently, the location operates under a "Health Clinic" occupancy offering ABA Therapy services. The addition of Discovery Learning Schools, preschool through the school-age program, requires the occupancy designation to be changed to "E".

- **The mission statement of our organization is as follows:**

At Discovery Behavior Solutions, our mission is to provide positive, safe, and effective ABA services, including ABA therapy, behavior consultation, and training to improve the quality of life for the individuals we work with. DBS strives to be supportive, non-judgmental, and caring to the families, caregivers, school staff, and other members of the community that the individual lives with. All methods and strategies implemented utilize evidence-based practices from the principles of Applied Behavior Analysis.

- Each program will run year-round, with some closures due to holidays (see sample calendar below,) currently planned hours of operation are 8:30 am-6:00 pm Monday-Friday.

Holiday Closures

- New Year's Day
- Martin Luther King Jr. Day
- President's Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day and the day after
- Christmas Eve and Christmas Day

Building Permit Request for the following:(but may not be limited to:)

Main Building - No changes

Garage- No changes

Outdoor improvements, we will be installing a 6-foot tall solid vinyl fence on the property line attaching to the corner of the building and garage (minimum of 600 feet) to meet Washington State Daycare Requirements. (see an attached diagram of proposed fence placement). There are existing trees in front of the parking lot, and around the site.(see photo). All landscaping will remain as is.

Storm Water Plan: It is acknowledged that a stormwater facility for the parking area is a requirement per WCC 10.65.110, and that adequate stormwater facilities will be proposed as part of the building permit following the CUP. Stormwater facilities can be found around the building, not the parking area.

Code Consistency:

The development standards of this title shall be used by the applicant in preparing the conditional use permit application. The applicant has the burden of demonstrating that the proposed use is consistent with the following review criteria:

1. All requirements of a specified use can be satisfied.
2. The requirements of the zoning district within which the lot is located can be met; **Title 10 Use**
3. All applicable requirements and regulations found within the WCC, as amended, can be satisfied
4. The proposal is compatible with adjacent uses and will protect the character of the surrounding area **North Wenatchee Business District.**
5. The proposal will not result in the creation of nuisances to the public and/or nearby properties and existing uses; **The clinic, preschool, and daycare activities, including parking and drop-off and pick-up, are limited to on-property use, and shall not affect the surrounding businesses.**
6. The proposed use will not result in undue adverse impacts affecting public health, safety, and welfare.
7. The proposed use is consistent and compatible with the comprehensive plan and any implementing regulation.

Specific criteria for child daycare center CUPs is covered in WCC 10.65.110 Child daycare center:

1. Compliance with applicable state and local regulations relating to child daycare homes and centers; **Upon completion of the fencing we can and will apply with the Department of Children, Youth, and Families for a Washington State Daycare License at this location.**
2. In residential zones, one unlighted wall sign not exceeding 12 square feet in area shall be permitted; **City notes: This criterion does not apply as the property is located in a mixed-use district.**
3. Off-street parking shall be provided as required by Chapter 10.60 WCC, as amended, including off-street loading/unloading space; **Please see the site plan for parking details.**
4. All off-street parking required for child daycare centers shall be improved with a durable, dustless surface of asphalt, grass-crete or concrete, and shall be so graded and drained as to dispose of all surface water on-site in a manner acceptable to the city engineer; We are utilizing existing parking lot area; asphalt and will submit a stormwater drainage report if necessary (**please see stormwater drainage information as included in this application.**)
5. Any outdoor play area shall be completely enclosed by a fence meeting the height limitations for fences; **Our outdoor play area will be completely enclosed by a 6-foot fence. See attached invoice.**
6. Architectural Scale. New child daycare center buildings in the RS, RL, RM and RH zoning districts shall meet WCC 10.48.270. **City note: This criterion does not apply as the property is located in a mixed-use district.**

Specific criteria for schools CUP's are covered in WCC 10.65.280 Schools.

1. All playground areas shall be enclosed by a fence or equivalent containment structure built to the maximum height allowed in the underlying zoning district for fences; **Our outdoor play area will be completely enclosed by a 6-foot fence.**
2. Minimum Setback Distance. (a) Street: same as required in the underlying zoning district; (b) Rear and side: same as required in the underlying zoning district, plus one-half foot for each foot by which the building height exceeds 20 feet where a rear or side yard adjoins an RF, RS, RL or RM district; **Existing setback**
3. Maximum building height, RS, RL, and RM: 40 feet. Other districts: same as the height limitation of the zoning district for other buildings; **Existing building**
4. All bus loading and unloading areas shall be located off the public right-of-way; **We do not provide busing services.**
5. Landscaping and Screening. The development shall comply with Chapter 10.62 WCC, Landscaping Standards, as amended; **Existing landscaping, as long as we do not exceed the remodel using ICC table value landscaping requirement.**
6. Any proposed reader boards/electronic message centers shall be reviewed as part of the conditional use permit; **There will not be a reader board/electronic message center.**
7. Architectural Scale. New non-residential buildings in the RS, RL, RM and RH zoning districts shall meet WCC 10.48.270. Deviations to these standards may be considered where the applicant can demonstrate that the

change or deviation in design is either necessary due to the inherent function of the facility, and/or the change provides for equal or greater compatibility with the character of the surrounding neighborhood. Consideration of such a deviation shall include an informal design review workshop recommendation of the planning commission, where input from the surrounding neighborhood shall be solicited, and incorporated in staff analysis before the hearing examiner. **City note: This criterion does not apply as the property is located in a mixed-use district and is not proposing a new structure.**

From: [Maryjo Turnbull](#)
To: [Lexine Long](#)
Subject: Re: CUP-21-08 application updates
Date: Wednesday, January 12, 2022 10:06:00 AM
Attachments: [image001.png](#)

CAUTION: This email originated from outside of the City of Wenatchee. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello,
Thank you for your call today. Here is what I believe.
800 square feet will be used for the pre-school
2000 square feet will be used for therapy space

We anticipate 14 preschool students with 2 staff members
So we need 4 drop-off spaces and have 2 staff parking spaces.

We will need 8 spaces for the therapy staff and generally have 6 staff on site.

We have adequate parking spots available including handicapped spots.

Let me know if you have any questions.

Thanks

Mj

4:47



3D



125 Easy St

Yellowline indicates Fencing installation

SPAFF PARKING →

Client PARKING →

4, 9, 9, 2, 5

54°

AQI 34

125 Easy St

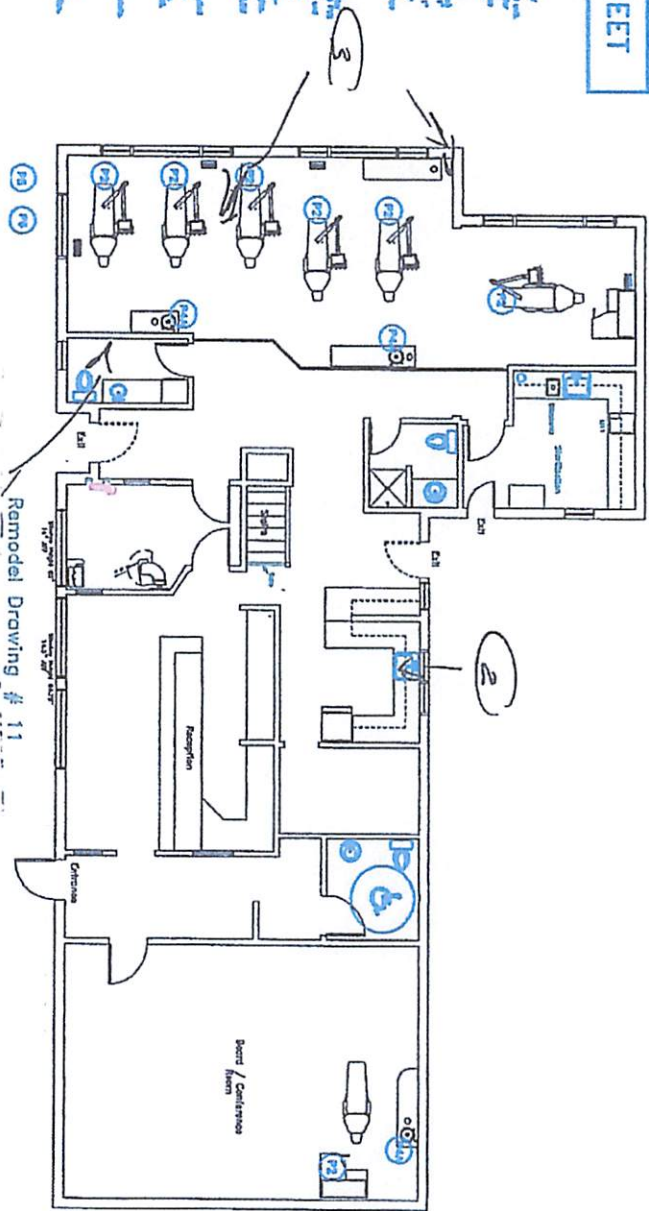
268 mi



OWNERS COPY

PLUMBING SHEET

- (P1) See notes on page 1 of this set of drawings for general notes and specifications for plumbing. See also the notes on the previous sheet for general notes and specifications for plumbing.
- (P2) See notes on page 1 of this set of drawings for general notes and specifications for plumbing. See also the notes on the previous sheet for general notes and specifications for plumbing.
- (P3) See notes on page 1 of this set of drawings for general notes and specifications for plumbing. See also the notes on the previous sheet for general notes and specifications for plumbing.
- (P4) See notes on page 1 of this set of drawings for general notes and specifications for plumbing. See also the notes on the previous sheet for general notes and specifications for plumbing.
- (P5) See notes on page 1 of this set of drawings for general notes and specifications for plumbing. See also the notes on the previous sheet for general notes and specifications for plumbing.
- (P6) See notes on page 1 of this set of drawings for general notes and specifications for plumbing. See also the notes on the previous sheet for general notes and specifications for plumbing.
- (P7) See notes on page 1 of this set of drawings for general notes and specifications for plumbing. See also the notes on the previous sheet for general notes and specifications for plumbing.
- (P8) See notes on page 1 of this set of drawings for general notes and specifications for plumbing. See also the notes on the previous sheet for general notes and specifications for plumbing.
- (P9) See notes on page 1 of this set of drawings for general notes and specifications for plumbing. See also the notes on the previous sheet for general notes and specifications for plumbing.
- (P10) See notes on page 1 of this set of drawings for general notes and specifications for plumbing. See also the notes on the previous sheet for general notes and specifications for plumbing.

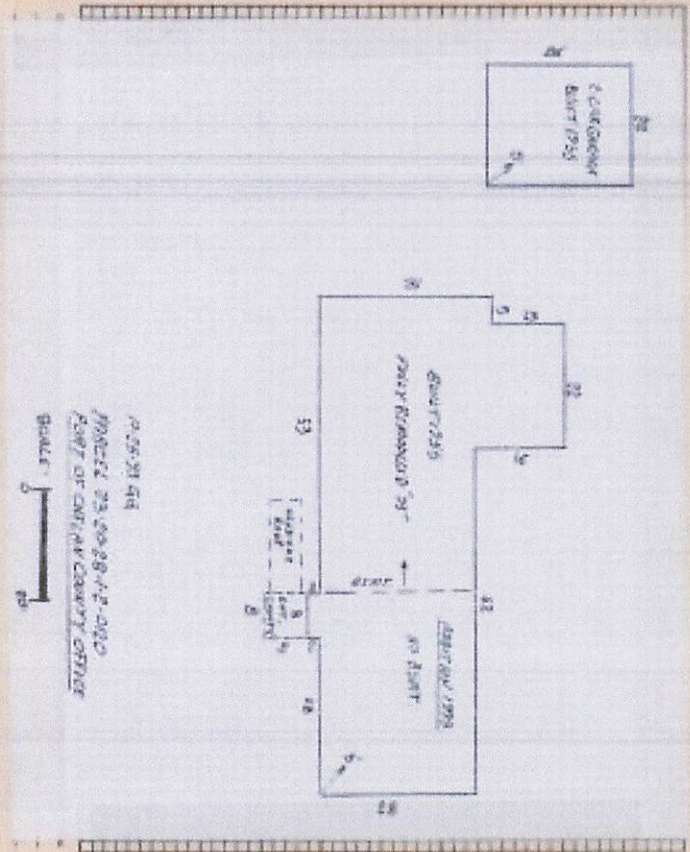


Proposed Floor Plan

SHEET NO. 3A 5 OF 4	DATE: _____ DRAWN BY: _____ CHECKED BY: _____ APPROVED BY: _____	DENTAL OFFICE BUILDING DR Reynolds Port of Chelan Wenatchee WA. 99802	DESIGNED BY: JACK BROWN	 10010 E. KNOX AVE., SUITE 300 SPOKANE WA, 99208 509-338-6581 800-572-5882
	<small> ALL DIMENSIONS ARE UNLESS OTHERWISE SPECIFIED. ALL FINISHES ARE UNLESS OTHERWISE SPECIFIED. ALL MATERIALS ARE UNLESS OTHERWISE SPECIFIED. ALL WORK IS TO BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL CODES AND STANDARDS. ALL WORK IS TO BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL CODES AND STANDARDS. ALL WORK IS TO BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL CODES AND STANDARDS. </small>			

160022

COMMERCIAL APPRAISAL
Unit-in-Place Build-up Form



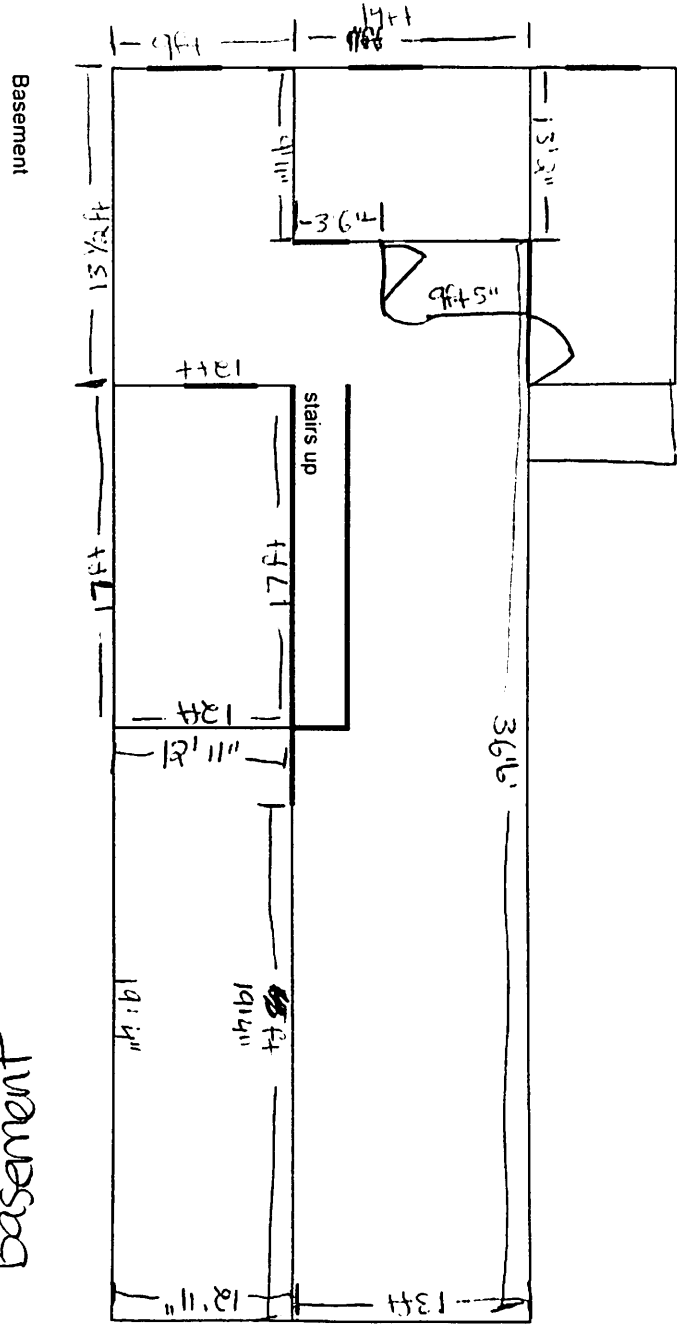
11-25-21 414
PROJECT 23-00-28-1-2-000
PLANT OF ORIGIN COUNTY OFFICE

Walter Management Group LLC and Landmark
11/25/21 414

Handwritten notes on a lined background, including the name 'Walter Management Group LLC and Landmark' and the date '11/25/21 414'.

125 Easy Street

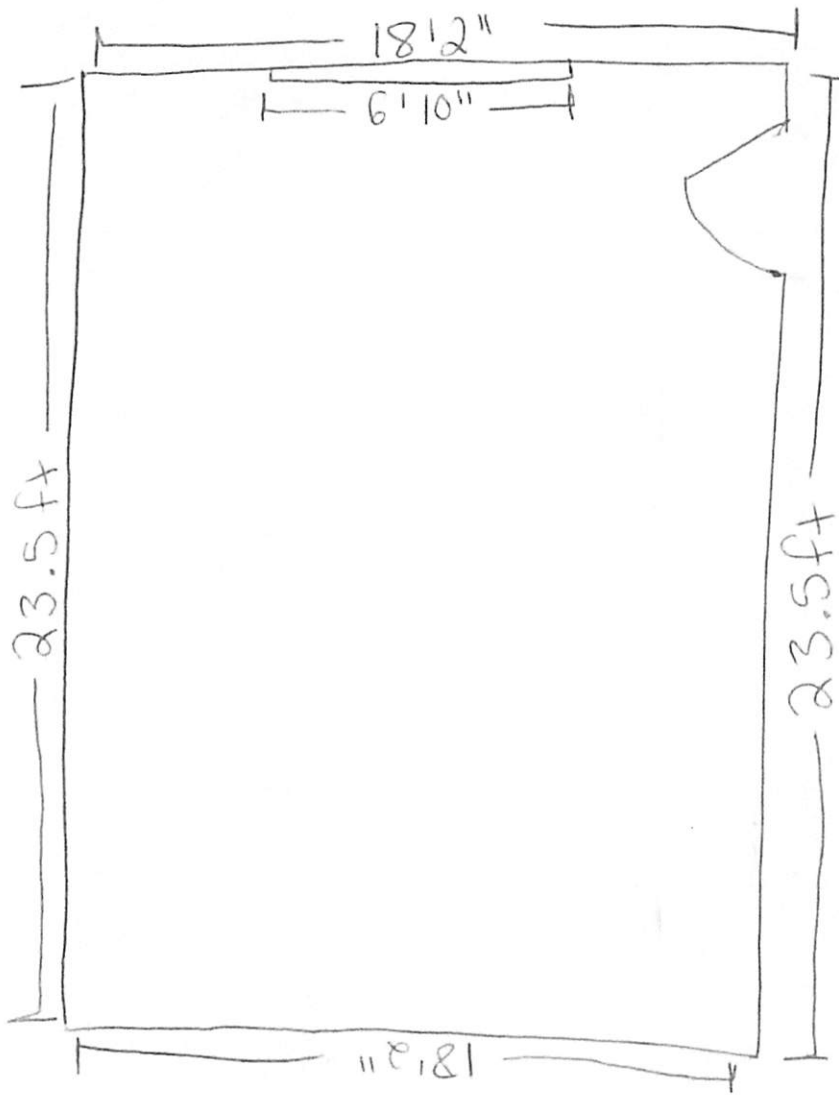
Basement











Garage



CITY OF WENATCHEE
 Department of Community Development
 509-888-3200 • 1350 McKittrick St • Wenatchee, WA 98801
 Monday – Friday 7:00am – 5:00pm
 PermitCenter@wenatcheewa.gov

PRE-APPLICATION MEETING REQUEST FORM

MEETING INFORMATION

SCHEDULING. Meetings are held Thursday mornings and are 45 minutes each. You will be contacted to schedule the meeting at least one week in advance.

All documents provided for and at the meetings are considered public record and are available to the public by request.

MATERIALS. To schedule a meeting, please complete this form and provide the items listed below. Please provide as much information as possible to ensure that staff can provide you the most accurate information possible. Other information to submit includes:

- Site plan
- Architectural drawings, elevations, and conceptual floor plans, if applicable.
- Any applicable information that describes the project.

FEES. The first pre-application meeting is free of charge.

SUBMITTAL. Requests can be submitted at the front counter or at PermitCenter@wenatcheewa.gov.

All new commercial construction projects & land use actions are highly encouraged to schedule a pre-application meeting with the Department of Community Development prior to a formal application submittal. The goal of the meeting is to identify *major* issues and processing procedures applicable to the project which are helpful for an applicant to determine feasibility, design issues, timing, and various processes required for a project.

A. PROJECT INFORMATION	
PROJECT DESCRIPTION: Adding pre school to our current services Adding fence to back yard about 300 feet Remodeling Garage about 40 sq Ft approx 20ft x 22ft	Preferred Time: Date: Every Thursday Time: 9 am 10 am 11 am Please Circle Preferred Time
PROJECT ADDRESS: 125 Easy Street Wenatchee WA	PARCEL #:
LOT SIZE:	CONSTRUCTION VALUATION: (if known)
B. MEETING CONTACT INFORMATION	
NAME: Maryjo Turnbull	
ADDRESS: 8019 NE 13th Ave Vancouver WA	
PHONE NUMBER: 360-784-0076	
EMAIL ADDRESS: mturbull@discoverybehavior.com	
C. QUESTIONS FOR CITY STAFF	
<i>Attach additional sheets as necessary.</i>	
1. What do we need to do to have the occupancy for adding the pre-school we need	
2. What is the difference between E or I-4 occupancy	
3. What permits do we need?	
4. What is the time line for getting the permits?	
5.	
6.	
7.	
8.	

Pre-application Meeting Disclaimer

Comments provided by staff at the pre-application meeting are based on the information provided to the City prior to and at the meeting. If the proposal changes, none of the comments can be relied upon. The comments do not represent or guarantee approval of any project or permit. Submittal of a complete application may reveal additional issues that were not identified during the pre-application meeting. The City of Wenatchee Municipal Code changes over time and no vesting shall occur as part of the pre-application process. The development will be reviewed against the code in place at the time of a complete application. Different portions of the project may best with different permit applications.

Pre-Application Meeting

PRE-APP-21-38

July 15, 2021

Introduction

Pre-development meetings provide an opportunity for project proponents, City staff and other agencies to informally discuss and review the proposed development, the applicable development standards, plans, policies, and laws. These meetings provide a general, preliminary overview and are non-binding. Additional plan requirements and project standards may and probably will apply to your proposal, depending upon the design choices you make. As you develop your project, we recommend that you periodically contact agency staff for assistance and feedback on project design standards.

The comments provided herein are based on information provided to the City at the time that the pre-application meeting request form was submitted. If the proposal changes or new information is provided at the meeting, these comments are subject to change. In any case, the comments do not represent or guarantee approval of any project or permit.

Please contact Josh Osborne, Public Services Supervisor, at josborne@wenatcheewa.gov or (509) 888-3264 to schedule any follow-up meetings regarding topics discussed at the pre-app meeting.

Present

Ruth Traxler, Senior Planner (rtraxler@wenatcheewa.gov | 888-3254)

Lexine Long, Associate Planner (llong@wenatcheewa.gov | 888-3249)

Donald Nelson, Development Review Engineer (dnelson@wenatcheewa.gov | 888-3255)

Christian Williams, Staff Engineer (cwilliams@wenatcheewa.gov | 888-3668)

Chris Hanson, Building and Fire Plan Examiner (chanson@wenatcheewa.gov | 888-3261)

Project Description:

- Add a child day care center to existing behavioral health clinic

Site Information

- The subject site is identified as 125 Easy Street, APN: 23-20-28-120-120
- The subject site is located in the North Wenatchee Business District (NWBD)
- The subject property is 1.05 acres (45,738 square feet)

Wenatchee City Code (WCC) Title 10, Zoning

- The proposed and existing uses meet the following Wenatchee City Code definitions:
 - The proposed addition of a day care center meets the definition of a “Child day care center” means an agency that regularly provides child day care and early learning services for a group of children for periods of less than 24 hours. (WCC 10.08.050)
 - The existing outpatient services and care generally meets the definition of “office – medical” - an office of doctors, dentists, chiropractors, optometrists, and other health practitioners providing outpatient care. It also includes medical and dental laboratories, blood banks, and similar uses. (WCC 10.08.110)
- Child day care centers require a Conditional Use Permit in the NWBD ([WCC Section 10.10.020, District use chart](#)). Conditional uses are uses which may have adverse impacts upon or be incompatible with other land uses in a neighborhood, and the purpose of the review and permitting process is to determine whether the use meets the established criteria, and to allow the Hearing Examiner to impose any other conditions reasonably required to allow the proposed use or activity.
- [WCC 10.60.080](#), Off street parking requirements
 - Child day care: 1 space per staff plus 3 drop-off spaces per 12 children
 - Medical office: 4 spaces per 1,000 square feet of GFA
 - Show required parking spaces for both uses on site plan
- [WCC 10.60.030](#) General Requirements, lists the dimensions of parking spaces
- [WCC 10.65.060](#), Conditional Use Permit criteria
 - The development standards of this title shall be used by the applicant in preparing the conditional use permit application. The applicant has the burden of demonstrating that the proposed use is consistent with the following review criteria:
 - (1) All requirements of a specified use can be satisfied;
 - (2) The requirements of the zoning district within which the lot is located can be met;
 - (3) All applicable requirements and regulations found within the WCC, as amended, can be satisfied;
 - (4) The proposal is compatible with adjacent uses and will protect the character of the surrounding area;
 - (5) The proposal will not result in the creation of nuisances to the public and/or nearby properties and existing uses;
 - (6) The proposed use will not result in undue adverse impacts affecting the public health, safety, and welfare; and

(7) The proposed use is consistent and compatible with the comprehensive plan and any implementing regulation.

- Specific criteria for child day care center CUPs is covered in [WCC 10.65.110 Child day care center](#):

(1) Compliance with applicable state and local regulations relating to child day care homes and centers;

(2) In residential zones, one unlighted wall sign not exceeding 12 square feet in area shall be permitted; *City note: This criteria does not apply as the property is not located in a residential zoning district*

(3) Off-street parking shall be provided as required by Chapter 10.60 WCC, as amended, including off-street loading/unloading space;

(4) All off-street parking required for child day care centers shall be improved with a durable, dustless surface of asphalt, grass-crete or concrete, and shall be so graded and drained as to dispose of all surface water on site in a manner acceptable to the city engineer;

(5) Any outdoor play area shall be completely enclosed by a fence meeting the height limitations for fences; *See WCC 10.48.130(2) for maximum fence height in commercial districts*

(6) Architectural Scale. New child day care center buildings in the RS, RL, RM, and RH zoning districts shall meet WCC 10.48.270. *City note: This criteria does not apply as the property is located in a commercial district.*

- Landscaping ([WCC 10.62](#)): If the remodel exceeds 50% of the assessed value of the building then the landscaping chapter shall apply to the uses.
Building valuation according to Chelan County Assessor is \$209,271.

WCC Title 13, Administration of Development Regulations

- A Conditional Use Permit application will be processed as a Type III application pursuant to WCC Section 13.09.050.
 - Application: Conditional Use Permit Application (<https://www.wenatcheewa.gov/home/showdocument?id=11382>)
 - Conditional Use Permit Application Checklist: (<https://www.wenatcheewa.gov/home/showpublisheddocument/11123>)

Building Comments: Drawings provided do not provide any detail of how the building is going to be used (except that it is to be a daycare/ preschool), it still shows the floor plan of the

dentist office. The use of a “daycare” would be a change of use and a commercial building permit would be required. The comments that are included are general in nature.

Definition of group E and I-4:

308.5 Institutional Group I-4, day care facilities.

Institutional Group I-4 occupancy shall include buildings and structures occupied by more than five persons of any age who receive *custodial care* for fewer than 24 hours per day by persons other than parents or guardians, relatives by blood, marriage or adoption, and in a place other than the home of the person cared for. This group shall include, but not be limited to, the following:

- Adult day care
- Child day care

308.5.1 Classification as Group E.

A child day care facility that provides care for more than five but not more than 100 children 2¹/₂ years or less of age, where the rooms in which the children are cared for are located on a *level of exit discharge* serving such rooms and each of these child care rooms has an *exit* door directly to the exterior, shall be classified as Group E.

Fire sprinklers:

903.2.3 Group E.

An *automatic sprinkler system* shall be provided for *fire areas* containing Group E occupancies where the *fire area* has as occupant load of 51 or more, calculated in accordance with Table 1004.1.2.

Exceptions:

1. Portable school classrooms with an occupant load of 50 or less calculated in accordance with Table 1004.1.2, provided that the aggregate area of any cluster of portable school classrooms does not exceed 6,000 square feet (557 m²); and clusters of portable school classrooms shall be separated as required by the building code; or
2. Portable school classrooms with an occupant load from 51 through 98, calculated in accordance with Table 1004.1.2, and provided with two means of direct independent exterior egress from each classroom in accordance with [Chapter 10](#), and one exit from each classroom shall be accessible, provided that the aggregate area of any cluster of portable classrooms does not exceed 6,000 square feet (557 m²); and clusters of portable school classrooms shall be separated as required by the building code; or
3. Fire areas containing day care and preschool facilities with a total occupant load of 100 or less located at the level of exit discharge where every room in which care is provided has not fewer than one exit discharge door.

903.2.6.1 Group I-4.

An *automatic sprinkler system* shall be provided in fire areas containing Group I-4 occupancies where the fire area has an occupant load of 51 or more, calculated in accordance with Table 1004.1.2.

Exceptions:

1. An *automatic sprinkler system* is not required for Group I-4 day care facilities with a total occupant load of 100 or less, and located at the level of exit discharge and where every room where care is provided has not fewer than one exterior exit door.
2. In buildings where Group I-4 day care is provided on levels other than the level of exit discharge, an *automatic sprinkler system* in accordance with Section 903.3.1.1 shall be installed on the entire floor where care is provided, all floors between the level of care and the level of exit discharge, and all floors below the level of exit discharge other than areas classified as an open parking garage.

Change of use requires the building to meet accessibility standards of IBC chapter 11 and ANSI A117.1. this would include accessible route to the accessible parking stalls & R.O.W., bathrooms & access through the building.

There was not any notes about *cooking* meals, if meals are to be prepared this will entail more information and possibly special requirements.

Floor plans do not show what is in the basement so no additional comments or requirements can be made in this space.

Engineering Comments: CUP application and building permit will need to show stormwater system.

WCC Chapter 1.99 Fee Schedules

The fees listed below are a general summary of initial fees payable at the time of application submittal. Additional fees may be necessary during project review, as determined by the city fee schedule. Contact the City of Wenatchee Community and Economic Development Department prior to application submittal to verify that the application/review fees have not been amended since the date of the pre-application meeting. The fee summary below does not include application or review fees that other agencies with jurisdiction may require.

- The Planning Division fee for a Conditional Use Permit is \$1,10.00. The Public Works fee is \$200.00.
- Please contact the Building Department at (509) 888-3244 for the Commercial Building Permit fee.

Attachment B. Agency comment letters

REQUEST FOR PUBLIC / AGENCY COMMENT

Date: January 14, 2022

Type of Permit or Action Applied For: Conditional Use Permit – Child day care center

Location: 125 Easy Street, Wenatchee, WA 98801 (APN: 23-20-28-120-120)
Application #: CUP 21-08
Applicant: Discovery Behavior Solutions

PROJECT PLANNER: Lexine Long
PROJECT NAME: Operate a Child Day Care Center

Review per WCC Chapter 10.65 Conditional Uses
WCC 10.65.050 General Requirements
WCC 10.65.110 Child Day Care Center

AGENCY COMMENTS (From City of Wenatchee Public Works, Engineering Division):

- Criteria in 10.65.110 (4) is to demonstrate that the off-street parking area is graded and drained as to dispose of all surface water on site. The applicant presented a site drainage narrative that says the parking area does not have a stormwater collection system.

The City Engineer establishes that the 25-year 24-hour City of Wenatchee Storm Event according to the Stormwater Management Manual for Eastern Washington as adopted for the City of Wenatchee is the minimum storm event for this site.

RECOMMENDED CONDITIONS:

To protect public health, safety and welfare:

1. Provide an engineered stormwater plan for the site with an analysis for the 25-year, 24-hour stormwater event in accordance with WCC 10.65.110 acceptable to the City Engineer. Prior to use of the facility, construct improvements identified by a Professional Engineer's stormwater plans, reports and specifications as approved by permit from the City.



Donald M Nelson, Development Review Engineer
DNelson@WenatcheeWA.Gov, Office: 1 (509) 888-3255

1-14-2022

Date

From: [Cliff Burdick](#)
To: [Lexine Long](#)
Subject: RE: City of Wenatchee - Agency Comment Request: CUP-21-08 (Discovery Behavior Solutions day care)
Date: Monday, December 27, 2021 3:20:17 PM
Attachments: [image003.png](#)

Lexine,

The Building Division has the following comments:

A day care is a change of use, therefore a Commercial Building Permit is required to be obtained. Plans shall be submitted showing sufficient detail to perform the plan review for the change of use from a office building to a day care center.
Project shall comply with all applicable code requirements.

Sincerely,

Cliff



Cliff Burdick, C.B.O.
Building and Fire Code Official
Community Development Department
1350 McKittrick Street, Suite A
Wenatchee, WA 98801
Telephone: (509) 888-3257
Web: www.wenatcheewa.gov

PUBLIC DISCLOSURE NOTICE: This e-mail is public domain. Any correspondence from or to this e-mail account may be public record. Accordingly, this e-mail, in whole or in part, may be subject to disclosure pursuant to RCW 42.56, regardless of any claim of confidentiality or privilege asserted by an external party.

From: Lexine Long
Sent: Monday, December 20, 2021 11:20 AM
Subject: City of Wenatchee - Agency Comment Request: CUP-21-08 (Discovery Behavior Solutions day care)

Notice of Application

Project File No.: CUP-21-08 (Discovery Behavior Solutions daycare)

From: [Brian Brett](#)
To: [Lexine Long](#)
Subject: Re: City of Wenatchee - Agency Comment Request: CUP-21-08 (Discovery Behavior Solutions day care)
Date: Monday, December 20, 2021 1:01:38 PM
Attachments: [image001.png](#)

CAUTION: This email originated from outside of the City of Wenatchee. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Lexine,

The Fire District does not have any comments regarding the subject CUP-21-08.

Thank you,

Brian Brett
Fire Chief
Chelan County Fire District #1
Douglas County Fire District #2
W (509) 662-4734
C (509) 860-3275

On Mon, Dec 20, 2021 at 11:20 AM Lexine Long <LLong@wenatcheewa.gov> wrote:

Notice of Application

Project File No.: CUP-21-08 (Discovery Behavior Solutions daycare)

Project Location: 125 Easy Street, Wenatchee, WA 98801 (APN: 23-20-28-120-120)

Applicant: Discovery Behavior Solutions

Owner: Myer's Enterprises LLC

Application Date: November 29, 2021

Determination of Complete Date: December 16, 2021

Notice of Application Date: December 20, 2021

Public Hearing Date: January 25, 2022

From: [Nelson, Maxwell](#)
To: [Lexine Long](#)
Subject: RE: [EXTERNAL] City of Wenatchee - Agency Comment Request: CUP-21-08 (Discovery Behavior Solutions day care)
Date: Wednesday, December 22, 2021 1:39:16 PM
Attachments: [image001.png](#)

CAUTION: This email originated from outside of the City of Wenatchee. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Lexine,

Thank you for the opportunity to review and comment. WSDOT has no comments on this proposal.

-Max

From: Lexine Long <LLong@WenatcheeWA.Gov>
Sent: Monday, December 20, 2021 11:20 AM
Subject: [EXTERNAL] City of Wenatchee - Agency Comment Request: CUP-21-08 (Discovery Behavior Solutions day care)

WARNING: This email originated from outside of WSDOT. Please use caution with links and attachments.

Notice of Application

Project File No.:	CUP-21-08 (Discovery Behavior Solutions daycare)
Project Location:	125 Easy Street, Wenatchee, WA 98801 (APN: 23-20-28-120-120)
Applicant:	Discovery Behavior Solutions
Owner:	Myer's Enterprises LLC
Application Date:	November 29, 2021
Determination of Complete Date:	December 16, 2021
Notice of Application Date:	December 20, 2021
Public Hearing Date:	January 25, 2022

Proposed Project Description: The City of Wenatchee received a Conditional Use Permit application from Discovery Behavior Solutions to operate a pre-school, day-care, and after-school program in addition to their current outpatient behavioral health clinic. The proposed additional uses meet the definition of a "child day care center". Child day care centers require a Conditional Use Permit (CUP) in the North Wenatchee Business District (NWBD). A total of 6 classrooms are proposed for the pre-school/ day care center, which will be within the existing clinic building. Minor interior and exterior improvements are proposed to the existing building and site.

Application Materials: May be found on the City of Wenatchee Public Notice Portal: <https://ci-wenatchee-wa.smartgovcommunity.com/PublicNotice/PublicNoticeHome>.

From: ameyer@wrhdh2o.com
To: [Lexine Long](#)
Subject: Re: City of Wenatchee - Agency Comment Request: CUP-21-08 (Discovery Behavior Solutions day care)
Date: Thursday, December 23, 2021 8:16:49 AM

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Good morning Lexine,
Thank you for the opportunity to review CUP-21-08. Wenatchee Reclamation District has no concerns.

Alice Meyer
Secretary

On 2021-12-20 11:20 am, Lexine Long wrote:

> _Notice of Application _

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> Project File No.: CUP-21-08

> (Discovery Behavior Solutions daycare)

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> Project Location: 125 Easy

> Street, Wenatchee, WA 98801 (APN: 23-20-28-120-120)

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> Applicant:

> Discovery Behavior Solutions

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> Owner: Myer's

> Enterprises LLC

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> Application Date: November 29,

> 2021

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> Determination of Complete Date: December 16, 2021

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> Notice of Application Date: December 20, 2021

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> Public Hearing Date: January 25,

> 2022

>

> Proposed Project Description: The City of Wenatchee received a

> Conditional Use Permit application from Discovery Behavior Solutions

> to operate a pre-school, day-care, and after-school program in

> addition to their current outpatient behavioral health clinic. The

> proposed additional uses meet the definition of a "child day care

> center". Child day care centers require a Conditional Use Permit (CUP)

> in the North Wenatchee Business District (NWBD). A total of 6

> classrooms are proposed for the pre-school/ day care center, which

> will be within the existing clinic building. Minor interior and

> exterior improvements are proposed to the existing building and site.

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> Application Materials: May be found on the City of Wenatchee Public

> Notice Portal: