



**Site Plan Review Committee**

**COMMUNITY DEVELOPMENT DEPT.**  
**360-330-7662**

Emil Pierson, CD Director  
[epierson@cityofcentralia.com](mailto:epierson@cityofcentralia.com)

Erik Jensen, Building Inspector  
[ejensen@cityofcentralia.com](mailto:ejensen@cityofcentralia.com)

Jennifer Kreifels, Associate Planner  
[jkreifels@cityofcentralia.com](mailto:jkreifels@cityofcentralia.com)

**PUBLIC WORKS DEPARTMENT**  
**360-330-7512**

Kim Ashmore, PW Director  
Street & Stormwater Operations Manager  
[kashmore@cityofcentralia.com](mailto:kashmore@cityofcentralia.com)

**City Engineering**  
Jan Stemkoski, City Engineer  
[jstemkoski@cityofcentralia.com](mailto:jstemkoski@cityofcentralia.com)

Patty Page, Civil Engineer  
[ppage@cityofcentralia.com](mailto:ppage@cityofcentralia.com)

**Waste Water Department**  
Rick Eaton, Wastewater Operations Mgr.  
[reaton@cityofcentralia.com](mailto:reaton@cityofcentralia.com)

Greg Boone, Wastewater Tech.  
[gboone@cityofcentralia.com](mailto:gboone@cityofcentralia.com)

Dee Russell, Pretreatment  
[drussell@cityofcentralia.com](mailto:drussell@cityofcentralia.com)

**Water Department**  
Andy Oien, Water Operations Manager  
[aoien@cityofcentralia.com](mailto:aoien@cityofcentralia.com)

**Electric Light**  
Curtis Roe, Electrical Engineering  
[croe@cityofcentralia.com](mailto:croe@cityofcentralia.com)

**RIVERSIDE FIRE AUTHORITY**  
**360-330-9854**  
Rick Mack, Asst. Chief/Fire Marshal  
[rmack@riversidefire.net](mailto:rmack@riversidefire.net)

**LEGAL DEPARTMENT**  
**360-330-7675**

**City Attorney**  
Shannon M. Murphy-Olson  
[smurphy@cityofcentralia.com](mailto:smurphy@cityofcentralia.com)

**11:00 AM – Pre-Application Conference**

**Project Name:**

**Centralia RV Park**

**Applicant/Owner:**  
**Property Address:**

Dennis & Karen Miltenberger  
1306/1310/1316 Harrison Ave  
315 Linda Ln

**Contact Phone:**  
**Zone:**

360-330-0637  
C1

**Comp. Plan:**  
**Parcel Information:**

General Commercial District  
021078001000, 0.29 acre, \$165,000  
021082000000, 1.05 acre, \$319,700  
021077000000, 0.93 acre, \$266,000  
021078002000, 0.34 acre, \$138,700

**Request:**

Propose a new RV Park/4 Parcels

**Karen Miltenberger**

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**From:** Jennifer Kreifels <JKreifels@cityofcentralia.com>  
**Sent:** Thursday, November 29, 2018 8:26 AM  
**To:** Chereneb@rbengineers.com; karen@nichinsure.com  
**Subject:** Pre Application meeting for Centralia RV Park  
**Attachments:** Page 2 SPRC Agenda December 3.pdf

## **Pre Application Meeting**

*Monday, December 3, 2018 at 11:00am  
Centralia Public Works Conference Room – 1100 N Tower*

**Applicants should be at the meeting and prepared to discuss their development. The public is invited to participate in all Site Plan Review meetings.**

Best,

*Jennifer Kreifels*

Associate Planner  
City of Centralia Community Development  
118 West Maple Street  
P.O. Box 609  
Centralia, WA 98531-0609  
Office:(360) 330-7662 ext 1243  
[www.cityofcentralia.com](http://www.cityofcentralia.com)



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360-330-7675**

**City Attorney**  
Shannon M. Murphy-Olson  
[smurphy@cityofcentralia.com](mailto:smurphy@cityofcentralia.com)

**11:00 AM – Pre-Application Conference**

<b>Project Name:</b>	<b>Centralia RV Park</b>
<b>Applicant/Owner:</b>	Dennis & Karen Miltenberger
<b>Property Address:</b>	1306/1310/1316 Harrison Ave 315 Linda Ln
<b>Contact Phone:</b>	360-330-0637
<b>Zone:</b>	C1
<b>Comp. Plan:</b>	General Commercial District
<b>Parcel Information:</b>	021078001000, 0.29 acre, \$165,000 021082000000, 1.05 acre, \$319,700 021077000000, 0.93 acre, \$266,000 021078002000, 0.34 acre, \$138,700
<b>Request:</b>	Propose a new RV Park/4 Parcels



DESIGN → PERMIT → MANAGE

# Transmittal

Date: 11/28/18

Project Number:  
18076

Send To:  
City of Centralia Planning Dept.  
Centralia City Hall, 2<sup>nd</sup> Floor  
PO Box 609  
Centralia, WA 98531

Agency Number:

Project Name:  
Centralia RV Park

Via:  
usps

Copies	Date	Description
1	11.28.18	General Application
1	11.28.18	Pre-application Conference Request
1	11.28.18	Project Narrative
1	11.28.18	11 x 17 Preliminary Site Plan

**Transmitted As Checked Below:**

- For Your Use
- For Review & Comment
- For Your Approval

- As Requested
- Approved As Noted
- Returned For Correction

**Comments:**

Please contact me at 360-740-8919 or nealg@rbengineers to set a day and time for conference.

Thank You,

Signed: Neal Glassburn, Project Manager

CC: Dennis Miltenberger, Emil Pierson



# PLANNING DEPARTMENT

Centralia City Hall, 2<sup>nd</sup> Floor  
 118 W. Maple Street  
 PO Box 609  
 Centralia, WA 98531

Phone: 360.330.7662  
 Fax: 360.330.7673  
 Website: cityofcentralia.com

## General Application

Date: November 28, 2018			<b>FOR OFFICIAL USE ONLY</b>	
Address (Location): 1306, 1310, (1316 & 1318) Harrison Ave, 315 Linda Lane			<b>PERMIT NUMBER(S):</b>	
Applicant's Name: Dennis and Karen Miltenberger			<b>PROJECT:</b> Approved _____ Denied _____	
Applicant's Address: PO Box 832			<b>DATE ISSUED:</b>	
City: Centralia	State: WA	Zip: 98531	<b>ATTACHED:</b>	
Phone: (360) 330-0637	Cell:	Email: karen@nichinsure.com	<input type="checkbox"/> Plat maps <input type="checkbox"/> Supporting applications # _____ <input type="checkbox"/> Completed checklist(s) # _____ <input type="checkbox"/> Legal Description (in Word) <input type="checkbox"/> Receipt # _____	
Property Owner(s): Dennis Miltenberger				
Property Owner's Address: Same as above				
City:	State:	Zip:		
Phone:	Cell:	Email:		
Engineer or Surveyor: Robert Balmelli - RB Engineering			Parcel Number: 021078001000, 021082000000, 021077000000, 021078002000	
Engineer or Surveyor's Address: PO Box 923			Total Acreage: 2.61	
City: Chehalis	State: WA	Zip: 98532	Present Use of Property: Residential	
Phone: (360) 740-8919	Cell:	Email: robertb@rbengineers.com	Proposed Use of Property: RV Park	
Nearest intersection to the property: Russell Road and Harrison Ave			Present Zoning: C1 - General Commercial	
<b>Please provide the following:</b> <input type="checkbox"/> Application and checklist for specific work requested <input type="checkbox"/> Filing Fees _____ <input type="checkbox"/> Any additional information that you feel is relevant to the review of this application. Please provide any narratives on either a 3 1/2"x 5" floppy disc or CD, in MS Word.				
The undersigned hereby acknowledges familiarity with the rules and regulations of the City of Centralia and Centralia Municipal Code as it pertains to this application and will comply. He/she also gives consent to City staff and representatives to access the site as needed during review of this project and all associated permits.				
Applicant's Signature			Date	



# PLANNING DEPARTMENT

Centralia City Hall, 2<sup>nd</sup> Floor Phone: 360.330.7662  
 118 W. Maple Street Fax: 360.330.7673  
 PO Box 609 Website: cityofcentralia.com  
 Centralia, WA 98531

## Pre-Application Conference Request Meetings Held Monday at 10:00 AM

### Description:

The Pre-Application Conference is available to applicants for projects requiring a land use review. The meeting will include a Land Use Planner, a representative from Engineering and any other department deemed necessary. The Pre-Application Conference will provide the applicant with all required application material, an understanding of the hearing or administrative review process, and a list of requirements for application submittal of a land use proposal/plat. Any studies identified as necessary at the Pre-Application Conference shall become a mandatory component of a complete application.

### Submittal Requirements:

	Number of Copies	Received
Complete Description of Proposal (Include additional sheets and supporting documents)	6	
Conceptual Site Plan Showing Existing and Proposed Uses/Structures	6	

Parcel Number(s): 021078001000, 021082000000, 021077000000, 021078002000

Applicant/Agent: Dennis Miltenberger

Brief Description of Proposal:

See project narrative.

### Important Notice

A Land Use Planner's signature is required before accepting a Pre-Application Conference Request.

Planner: \_\_\_\_\_

Date: \_\_\_\_\_

For Official Use Only

PAC# \_\_\_\_\_

Page \_\_\_\_\_ of \_\_\_\_\_



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## Centralia RV Park RBE NO. 18057

### Project Narrative

#### General Project Description

Proposed is the development of 4 existing parcels located in the C1 General Commercial zone to a 28 lot RV park. RV parks are an outright permitted use in the C1 zone. All existing lots are currently used as single family residential. All but one of the existing onsite homes will be removed as part of the development. The remaining house will be converted into an office, laundry and restroom facilities for the new RV park. City utilities will be extended onsite for serviced to each new RV stall. Stormwater facilities will be provided to treat, detain and infiltrate the stormwater runoff.

#### Water

A new City water service line will be extended to the development site. A new water meter setter and backflow prevention device will be installed at the property line. The onsite water network will provide a water/power service riser for each new RV stall. The existing service to the proposed office and restroom facilities will remain.

#### Sewer

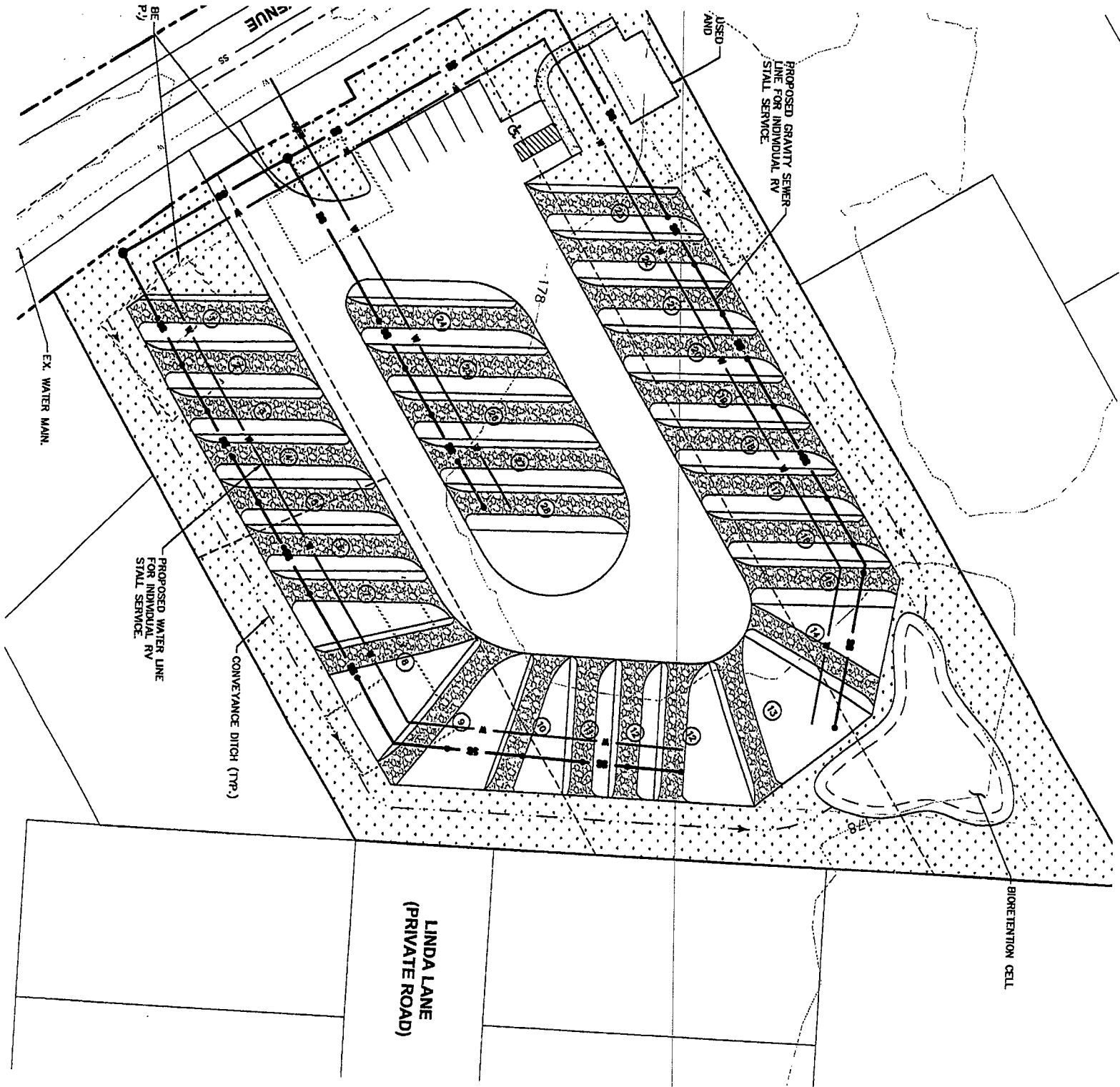
A new City sewer line will be extended to a new sewer service network on the development site. Each RV stall will be provided a sewer connection. The existing sewer service to the proposed office will remain.

#### Public Road Improvements

It is the owners understanding that frontage improvements will be designed and constructed as part of an existing City project. RB Engineering will need copies of the frontage improvement design in order to accurately design the site access.

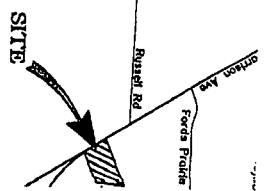
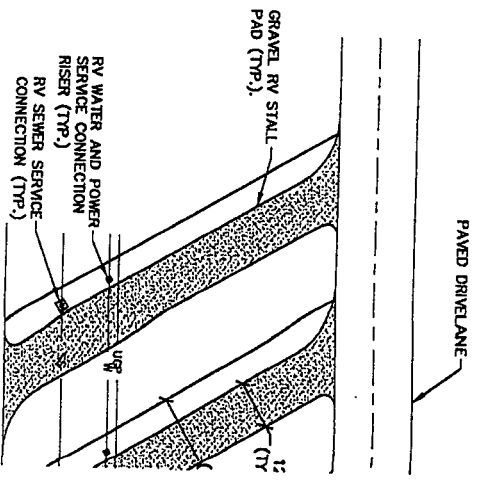
#### Stormwater Facilities

The site will be graded to sheetflow stormwater runoff toward the north and south property lines. Shallow ditches will convey the stormwater to a biofiltration cell located in the northern point of the property



LINDA LANE  
(PRIVATE ROAD)

BIORETENTION CELL



<b>PROJECT INFORMATION:</b>
APPLICANT:
PARCEL NOS:
SITE ADDRESS:
ZONING:
SITE AREA:
SOILS:
SANITARY SEWER:
WATER:
FIRE DISTRICT: