

SECTION 1 - GENERAL CONSIDERATIONS

TABLE OF CONTENTS

SECTION	PAGE
1 - 01 INTRODUCTION.....	1
1 - 02 AUTHORITY.....	1
1 - 03 APPLICABILITY.....	1
1 - 04 REFERENCES.....	2
1 - 05 PRIMARY DESIGN AND CONSTRUCTION REFERENCES.....	2
1 - 06 OTHER DESIGN AND CONSTRUCTION REFERENCES.....	3
1 - 07 PERMITS.....	4
A. ENVIRONMENTAL REVIEW.....	4
B. PERMITS FOR LAND DEVELOPMENT ACTIVITIES.....	5
C. OTHER PERMITS OR APPROVALS.....	5
1 - 08 PLAN REVIEW.....	5
1 - 09 PROFESSIONAL QUALIFICATIONS.....	6
1 - 10 INSPECTION.....	6
1 - 11 ERRORS AND OMISSIONS.....	7
1 - 12 SITE MAINTENANCE.....	7
1 - 13 DEVIATION FROM STANDARDS.....	7
1 - 14 CHANGES TO STANDARDS.....	7
1 - 15 PENALTIES.....	8
1 - 16 SECURITIES.....	8

SECTION 1

GENERAL CONSIDERATIONS

1 - 01 INTRODUCTION

The City has adopted the standards herein to encourage standardization of design elements associated with public facilities extensions, building sites, and grading operations. These standards are minimum requirements, and shall be used with good engineering practices. Prior to making any application, the applicants engineer is encouraged to meet with applicable city staff and gather any additional information that may be available for incorporation into their design.

1 - 02 AUTHORITY

RCW Chapter 35.43 charges the City with the authority to prepare standards for construction. Accordingly, this document is written with all approval authority assigned to the Director of Public Works or designated representative.

1 - 03 APPLICABILITY

These Standards have been adopted:

To provide consistent road and infrastructure design elements and construction requirements for developers, private parties, and utility companies, who construct or modify road or right-of-way facilities, including on-site utilities storm drainage, all requiring city permits or approvals.

To provide consistency, wherever possible, between development related construction detailed above and the Department's program for construction of new city roads, reconstruction of existing roads, and attendant infrastructure facilities.

For city road construction projects involving Washington State Department of Transportation (WSDOT) or Federal Department of Transportation (USDOT) funding, and where the standards and procedures involved with the administration of those projects conflict with these standards, such standards and procedures as required by WSDOT or USDOT shall govern.

GENERAL CONSIDERATIONS

1 - 04 REFERENCES

These Standards are intended to be consistent with the most currently adopted provisions of:

Bainbridge Island Municipal Code (BIMC), and more specifically the following:

Title 12, Streets, Sidewalks, and Public Places

Title 13, Public Services

Title 15, Buildings and Construction

Title 16, Environment

Title 17, Subdivisions

Appendix A; Subdivision Standards

City of Bainbridge Island Comprehensive Plan

Washington State Growth Management Act

Washington State Shoreline Management Act

National and State Environmental Policy Acts

Department of Public Works adopted policies and procedures

Water System Plan

Wastewater Facilities Improvement Plan

Puget Sound Water Quality Management Plan

1 - 05 PRIMARY DESIGN AND CONSTRUCTION REFERENCES

Except where these standards provide otherwise, design detail, construction workmanship and materials shall be in accordance with the most current edition of the following publications produced separately by the Washington State Department of Transportation (WSDOT) or jointly by WSDOT and the Washington State Chapter of the American Public Works Association (APWA).

WSDOT/APWA Standard Specifications for Road, Bridge and Municipal Construction, current edition. These will be referred to in these Standards as the “WSDOT/APWA Specifications”.

WSDOT/APWA Standard Plans for Road, Bridge and Municipal Construction, current edition. These will be referred to in these Standards as the “WSDOT/APWA Plans”.

GENERAL CONSIDERATIONS

WSDOT Design Manual.

WSDOT Hydraulic Manual.

WSDOT Traffic Manual.

WSDOT Utilities Manual.

WSDOT Construction Manual.

1 - 06 OTHER DESIGN AND CONSTRUCTION REFERENCES

These references include the most current edition of the following, which shall be applicable when specifically cited in these standards, or when required by state or federal funding authority.

WSDOT Local Agency Guidelines (LAG Manual).

Design criteria of federal agencies including the Federal Housing Administration, Department of Housing and Urban Development and the Federal Highway Administration, Department of Transportation.

A Policy on Geometric Design of Highways and Streets, American Association of State Highway and Transportation Officials (AASHTO).

U.S. Department of Transportation Manual on Uniform Traffic Control Devices (MUTCD), as amended and approved by WSDOT.

Stormwater Management Manual for the Puget Sound Basin.

WAC-Standards of Good Practice Chapter 136-40-Accommodation of Utilities on County Roads.

Roadside Design Guide (AASHTO).

American Water Works Association Manuals.

GENERAL CONSIDERATIONS

1 - 07 PERMITS

Permits, approvals, or agreements are required by the City and sometimes other jurisdictions, prior to initiating any construction or demolition work described within these standards.

The majority of work covered under these standards will require multiple permit authority review and approvals. Several types of permits and approvals require prior approval from the authority before a building or other substantial permit can be issued. Any questions regarding information about permits, approvals and agreements related to work covered by these standards should be directed to the Department of Planning and Community Development (Planning Department).

The following general categories describe the major permits, approvals, and agreements, along with the issuing permit/code authority.

A. ENVIRONMENTAL REVIEW

For most land development permits, including clearing and grading activities, a State Environmental Policy Act (SEPA) checklist must be completed by the applicant and submitted along with plans, specifications, and other information when approvals or permits are being requested for a project. Some projects are exempt from the SEPA process and do not need an environmental checklist to be submitted (see WAC 197-11-800); however, a complete description of the project should be submitted for the Responsible Official's concurrence with the exempt status.

If a proposed action is not exempt from SEPA, an environmental checklist shall be submitted. Upon examination of the application and checklist and prior to any final decision being made on the proposed action, the Director of Planning and Community Development shall issue a threshold determination. One of three types of threshold determinations may be issued:

1. A Determination of Significance (DS) will list issues that must be further researched and indicate that an Environmental Impact Study (EIS) shall be performed.
2. A Mitigated Determination of Non-significance (MDNS) will state that the project as proposed is not likely to produce any significant adverse environmental effects if certain mitigation measures are performed. All mitigation measures listed in the MDNS shall be conditions of project approval.
3. A Determination of Non-significance (DNS) states that the project as proposed is not likely to produce any significant adverse environmental effects even without mitigation measures.

The SEPA process is concurrent with but not identical to other permit reviews.

GENERAL CONSIDERATIONS

Certain applicants, such as WSDOT, are considered agencies under WAC 197-11-922 and may issue their own threshold determinations. For these cases, the City reserves the right to comment on the project and may dispute lead agency status. If a threshold determination has been issued by another agency, the determination and checklist must be included in the application submittal.

B. PERMITS FOR LAND DEVELOPMENT ACTIVITIES

1. Development Permit. A permit is required for most construction, grading, dredging, excavation or drilling operations. Bainbridge Island Planning Department should be contacted for further details.

2. Right-of-Way Construction Permit. A Right-of-Way Construction Permit is required for any work within the road R/W which is not covered by other permits and agreements. Such work may include utilities work, road or lane closures, frontage improvements, access and temporary uses such as recycle boxes, overweight or overwide permits, and haul routes. The Public Works Engineering Division should be contacted for access and right-of-way construction permits for construction.

See Appendix 'A' for Road Approach Permit and Right-of-Way Construction Permit examples.

C. OTHER PERMITS OR APPROVALS

There are several other permits or approvals which may be required and referenced within these standards: Developer Agreements; subdivision and short plat approvals; construction plans; traffic control plans; grading and drainage plans; and certificates of occupancy.

In addition, there are several other city land use approvals which may have to be obtained prior to the above listed permits and which may require consultation of the standards prior to city staff recommendations regarding land use approval. These include but are not necessarily limited to Rezone Concomitant Agreements, Conditional Use Permits, Variances, Shoreline Substantial Development Permit and environmental documents.

1 - 08 PLAN REVIEW

All plans and drawings in support of the above permits and land use approvals are to be submitted to the Planning Department. Plans and approval drawings are then forwarded to the appropriate city staff and the plan review process begins.

GENERAL CONSIDERATIONS

Construction plan and profile drawings are required for all proposed road-related improvements, proposed storm drainage facilities and stream channel improvements. See specific chapters of these standards for submittal requirements. Individuals or firms preparing plans, drawings, specifications, technical reports, etc., for the purpose of obtaining required permits/approvals must meet the professional qualifications stated in Section 1 - 09 herein.

Engineering Record Drawings for roads and drainage facilities will be required prior to final inspection approval. In some cases, these drawings will be required during the inspection process to approve facilities before the next phase of construction can proceed.

1 - 09 PROFESSIONAL QUALIFICATIONS

Professionals in the technical fields of engineering, architecture, or surveying who prepare or are responsible for the preparation of plans, drawings, specifications, calculations, technical reports, etc., for the process of obtaining required permits/approvals from the City shall currently be licensed or registered in the State of Washington to perform within their areas of expertise and qualified by both experience and educational background in the specific technical areas as warranted by the specific needs of the proposed development project.

1 - 10 INSPECTION

Work performed within the public right-of-way, or as described in these Standards, whether by or for a private developer, or by a city contractor, shall be done to the satisfaction of the city engineer and in accordance with the approved plans and specifications and these standards. Any revision to construction plans must be approved in writing by the city engineer before being implemented.

The City shall have authority to enforce these standards as well as other referenced or pertinent specifications. The city engineer will appoint project engineers, assistants, and inspectors as necessary to inspect the work and they will exercise such authority as the city engineer may delegate.

It is the responsibility of the developer, contractor or their agents to have an approved set of plans, specifications, and permits on the job site wherever work is being accomplished. If requested by the City engineer, the applicant/developer shall be required to provide tests to substantiate the adequacy and/or placement of construction materials.

It is the responsibility of the developer, contractor, or their agents to notify the city engineer in advance of the commencement of any authorized work. A pre-construction conference and/or field review will be required before the commencement of any work.

Failure to comply with the provisions of these standards may result in stop work orders, removal of work accomplished, or other penalties as established by law.

GENERAL CONSIDERATIONS

1 - 11 ERRORS AND OMISSIONS

At the discretion of the city engineer, any errors or omissions in the approved plans or information used as a basis for such approvals may constitute grounds for withdrawal of any approvals and/or stoppage of any or all permitted work. It shall be the responsibility of the developer to show cause why such work should continue, and make such changes in plans that may be required by the city before the plans are re-approved.

1 - 12 SITE MAINTENANCE

The developer or contractor shall schedule and control his work so as to comply with all applicable provisions of city land use codes and applicable state and federal codes to prevent any hazards to public safety, health and welfare.

On existing roads or streets, two-way traffic shall be maintained at all times unless detour plans have been approved 48 hours in advance by the Engineer. In case of an emergency, telephone notice to Public Works, Police, and the Fire Department will be acceptable.

Roads and streets shall be kept free of dirt and debris.

Pedestrian facilities shall be kept free of obstructions.

Pedestrian and vehicular access to occupied buildings shall be maintained except where written approval from the building owner has been obtained.

1 - 13 DEVIATION FROM STANDARDS

Deviation from these standards may be granted by the city engineer upon evidence that such deviations are in the public interest and that they are based on sound engineering principles and practices. The requirements for safety, function, appearance and maintainability must be fully met. Desired deviation must be approved prior to construction.

1 - 14 CHANGES TO STANDARDS

The Director of Public Works is authorized to make such additions, deletions, or modifications to these standards, as needed.

GENERAL CONSIDERATIONS

1 - 15 PENALTIES

Failure to comply with these standards shall be cause for withholding or withdrawing approval of plans or drawings, withholding of bond, final inspection approval or occupancy certificates, and/or other penalties as provided by law.

1 - 16 SECURITIES

Under certain circumstances or as required by city code, securities may be required by the city to guarantee the performance of, or correct, permitted work. The amount of security shall cover the city's cost to correct deficiencies. The type and amount of security shall be per code or, if not specified, be at the discretion of the city.

Types of securities include but are not limited to cash deposits, assigned savings, and bonds. Securities shall be released by the city upon satisfactory completion of the required work and satisfaction of any previously specified stipulations related to the work being performed.

See Appendix 'A' for performance bond and security agreement examples.