



December 20, 2023

Ms. Barb Kincaid
Director of Community Development
City of DuPont
1700 Civic Drive, DuPont WA 98327

RE:

Applicant: Champions Centre, a not-for profit Washington corporation
Property Location: Four tax parcels located at DuPont Steilacoom Road and
Barksdale Avenue 0019362039, -2009, -2012, and -2043
Subject Matter: Site Development and Boundary Line Adjustment
Applications

Dear Ms. Kincaid:

On behalf of Champions Centre, a Washington not-for-profit corporation, and as its authorized representative, I am submitting along with this letter two applications: (1) a Land Use Application; and (2) a Boundary Line Adjustment Lot Line Elimination Application for the development of the above referenced Property.

Champions Centre has multiple locations for its churches and it has found that the ideal size for its worship service main meeting room is to accommodate between 300 to 350 adults, with extra rooms for youth activities. This size allows for a congregation to grow and develop a sense of community within the congregation, but also minimizes any traffic impact in the community in which it is built. As a congregation grows and becomes too large for everyone to meet in the main meeting room, the pastors of the Church will hold multiple services to accommodate the growth. The senior Pastor of Champions Centre believes that whenever possible a church building should be in the community that it intends to serve, and DuPont is a location that Champion Centre believes it is called to serve. Since 2019 Champions Centre has rented space for its services until it could find a location inside the City of DuPont to build a church.

The Champions Centre Dupont congregation is currently meeting in a leased space located within the City Limits. In a relatively short period of time, the DuPont congregation has grown exponentially, and current Sunday worship services are averaging 350 adults along with their children. This means that the Church has already gone to multiple Sunday services to accommodate all the attendees at its current location and it is ready to proceed to find a permanent location that will meet the needs of its growing congregation.

Thanks to the efforts of two Champions Centre church members, Dave and Terry Rich, the sole members of Legacy Land Development, LLC, the LLC being the owner of the Property for which these applications are being submitted, the Champions Center can look forward to the potential opportunity to build a church within the City of Dupont that will be able to fulfill the spiritual needs of its growing congregation. Legacy Land Development LLC and Champions Centre have entered into a purchase and sale agreement for the Champions Centre development, which will close once the Champions Centre has obtained the necessary land use approvals to apply for a building permit.

The Property involved consists of four legal lots of record. Part of this submittal package includes a Boundary Line Adjustment Lot Line Elimination Application. Upon approval there



will only be three lots: (1) Lot A, approximately 139,369 square feet upon which the Church and parking will be constructed; (2) Lot B, approximately 39,928 square feet upon which a small 3,000 square foot retail pad will be located, along with EV parking as an accessory use that will be open to the public; and (3) Lot C, approximately 747,729 square feet, upon which the wetland and associated buffer is located, and which will be conveyed to the City at the time Lots A and B are developed.

Although the Property consists of approximately 21.29 acres, only approximately 4.1 acres will be developed. The Applicant proposes as part of its development, to enhance the wetland buffer on Lot C that is adjacent to the area to be developed (Lots A and B), and with the intent, although Lot C will be conveyed to the City, that the Applicant will remain responsible for maintaining the enhanced wetland buffer for the period set by City regulations.

The Church has spent a great deal of time working with the Property Owner and the design team, to create a site plan and church building design that respects the land, while still achieving the Church's objective for a religious assembly building that will fulfill its mission in DuPont. The final building design, for which Site Development Approval is requested, has been created to wrap around the natural knoll upon which a grove of Oak trees is located. Although the existing grove contains Oak trees that have been heavily impacted by invasive species, the Church intends to enhance the knoll by removing all invasive species and planting additional healthy Oak trees and native undergrowth vegetation, thus honoring the natural lay of the land. Unfortunately, given the physical constraints due to the topography and the location of existing easements, the only building location that will accommodate the religious objectives of the Church will result in the removal of three Landmark Oak trees. However, to mitigate this impact the Church will enhance the wetland buffer, and plant an additional 75 White Oak trees. These two actions will result in a much healthier and numerically more significant stand of oak trees on the Property than exists today.

Included with this cover letter is the Applicant's check in the amount of \$10,100.00 made payable to the City of DuPont, which is intended to cover the base filing fees for the following:

Site Plan Review (Type II):	\$1,500.00
Critical Area Permit (Type III):	\$3,000.00
Tree Modification Permit (Type III):	\$3,000.00
Boundary Line Adjustment (Type I)	\$1,500.00
SEPA Environmental Review (Type I):	\$750.00
Transportation Concurrency Review:	\$350.00
Total:	\$10,100.00

The applicant acknowledges that the above referenced amount is just a portion of the total cost to be charged by the City to the applicant, as it is only the amount necessary to be submitted with the applications. The applicant agrees that it will be financially responsible for and timely pay the balance of the fees that will be charged by the City such as consultant review fees, hearing expenses, and the City's overhead costs, all as outlined and authorized in the City Council's duly adopted Fee Resolution.

The City has advised that although the City forms require submittal of paper copies of all documents, the forms haven't been updated and it is the City's preference and requirement that all applications and supporting documents be provided in electronic format. Accordingly, at the time of



paying the City application fee, the applicant has also provided a thumb drive that contained this letter, the applications, and all supporting documentation.

Although all the included documents are necessary to have a complete understanding of the development proposal, we have attempted to organize the documents in a manner that makes it easier to find documents that are relevant to a particular application. Section 1 includes the documents that relate to all the submittals, such as the title report, the agent authorization letters, and the SEPA checklist. Section 2 includes the documents that relate to the basic engineering elements of the Site Plan. Section 3 includes the documents related to the Critical Areas Permit and the Tree Modification Permit. Section 4 includes only items directly related to the creation of the two lots to be developed and the lot to be conveyed to the City at the time of development. Although not required by the City Code, as an aid in reviewing the Application materials, we have included Section 5, which is the Applicant's response to the June 2, 2023, City Comments related to the Pre-Application meeting that was held in March 2023.

Section 1

Documents included for all Applications

- Exhibit 1.a: Title Report
- Exhibit 1.b: Environmental Checklist (SEPA)
- Exhibit 1.c: Agent Authorization for Champions Centre
- Exhibit 1.d: Agent Authorization for Wendy Garrison

Section 2

Land Use Application – Site Plan Review

- Exhibit 2.a: Land Use Application
- Exhibit 2.b: Overall Site Plan (including vicinity map)
- Exhibit 2.c: Landscape Plans
- Exhibit 2.d: Grading Plans
- Exhibit 2.e: Storm Drainage and Utility Plan
- Exhibit 2.f: Preliminary Stormwater Report management and calculations
- Exhibit 2.g: Architectural Elevations / Modulation Plans
- Exhibit 2.h: Refuse Enclosure Approved by LeMay
- Exhibit 2.i: Traffic Impact Analysis Report
- Exhibit 2.j: Letter of Sewer Availability
- Exhibit 2.k: Letter of Water Availability
- Exhibit 2.l: Landscape Plan Review Memo
- Exhibit 2.m: CSWPPP Report
- Exhibit 2.n: Maintenance and Source Control Manual

Section 3

Land Use Application – Critical Area Permit & Tree Modification Permit

- Exhibit 3.a: Land Use Application
- Exhibit 3.b: Arborist Report
- Exhibit 3.c: Geotechnical Soil Observation Report
- Exhibit 3.d: Critical Area Report
- Exhibit 3.e: Buffer Mitigation Plan
- Exhibit 3.f: Habitat Management Plan
- Exhibit 3.g: Biologist Submittal Narrative Memo
- Exhibit 3.h: Type III Modification Letter
- Exhibit 3.i: Legal Memo regarding Tree Modification



- Exhibit 3.j: Cultural Resource Study
- Exhibit 3.k: Tree Retention Plan
- Exhibit 3.l: Landscape Plans

Section 4

Boundary Line Adjustment Lot Line Elimination Application

- Exhibit 4.a: Boundary Line Adjustment Lot Line Elimination Application
- Exhibit 4.b: Boundary Line Adjustment
- Exhibit 4.c: Lot Closures

Section 5

Response to Pre-Application Meeting comments

- Exhibit 5.a: Technical Response letter for Planning Department Pre-Application meeting comments, PLNG2023-002 Dated June 2, 2023
- Exhibit 5.b: Parking Calculation Plan
- Exhibit 5.c: City of Public Works Response Data
- Exhibit 5.d: Easements encumbering the property

The design team and I look forward to working with the City and its team of consultants in helping bring into reality the vision of the Champions Centre to have a permanent church building within the City of DuPont, while at the same time enhancing the environmental quality of the land upon which it will be situated.

Respectfully submitted,

Wendy Garrison
Applicant's Representative