



September 9, 2011

Douglas G. Richardson  
Mayor

AHBL  
J. Matthew Weber  
2215 North 30<sup>th</sup> Street, Suite 300  
Tacoma, Washington 98104

Don Anderson  
Deputy Mayor

**Subject:** Right-of-Way Permit Application, New Camp Murray Entry Gate,  
Notice of Completed Application

Claudia B. Thomas  
Council Member

On August 25, 2011, AHBL submitted a right-of-way application to the City of Lakewood on behalf of the State Military Department, Camp Murray, to construct a new main gate at Boundary Street SW and Portland Avenue SW.

Walter Neary  
Council Member

Michael D. Brandstetter  
Council Member

On September 1, 2011, the City sent a letter to AHBL indicating that the right-of-way application was incomplete and requested additional information, specifically: submission of a new right-of-way permit application (the previous application had expired); an updated liability insurance certificate; submission of onsite road construction plans to demonstrate that the onsite vehicle stacking capacity between the City's right-of-way and the onsite vehicle checkpoint is at least 40 vehicles; and documentation that your client has complied with the State Environmental Policy Act.

Mary Moss  
Council Member

Jason Whalen  
Council Member

AHBL submitted a revised right-of-way application and related materials to the City of Lakewood Community Development and Public Works Departments on September 2, 2011.

Andrew E. Neiditz  
City Manager

By way of this letter, both City departments have examined the resubmittals, including the Camp Murray New Entry Control Point/Main Gate Final Environmental Assessment (EA) and Finding of No Significant Impact (FONSI), and have concluded that the application is deemed complete for processing with the "complete date" being the date of this letter (LMC 18A.2.640). The City's determination of completeness shall not preclude the City from requesting additional information or studies either at the time of the notice of completeness or at some later time, if there are substantial changes in the proposal or new information is received through the application review process (LMC 18A.2.635).

Heidi Ann Wachter  
City Attorney

Alice M. Bush, MMC  
City Clerk

The City now begins project review (LMC 18A.2.645).

By code, the Community Development Director determines the proper procedure for all applications. If there is a question as to the appropriate process, the Community Development Director shall resolve it in favor of the higher process number procedure. Process I is the lowest number procedure and Process V is the highest (LMC 12A.2.530).

A right-of-way permit is typically a Process I permit. However, an EA has been prepared and a FONSI issued for the New Camp Murray Entry Gate. The project has also generated a substantial amount of local public interest. Based on these distinctive features, this right-of-way permit is deemed a Process II permit (Process II permitting procedures are outlined in LMC 18A.2.545). A public comment period of not less than 10 calendar days is required.

The City's action on this permit should be completed no later than 120 days of a determination of a completed application, unless the City makes written findings that a specified amount of additional time is needed for processing of specific complete project permit applications or project types. This 120 day period may also be extended for a reasonable period of time at the request of the applicant (LMC 18A.2.530).

The public comment period will begin at the discretion of the City. Staff is currently in the process of assembling a mailing list of property owners and interested persons, and preparing the Public Comment Notice.

Respectfully,



M. David Bugher  
Assistant City Manager/  
Community Development Director

Copies:

Don Wickstrom, Public Works Director  
Jeff Gonzalez, Associate Civil Engineer II  
Jim Taylor, Tillicum Action Committee