



City of Puyallup

**Building Division**

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

[www.cityofpuyallup.org](http://www.cityofpuyallup.org)

# Permit Review Correction Letter

**Permit Application #PRCNC20240010**

January 29, 2024

The City has completed the review of the above-mentioned permit submittal. All of your review comments, conditions, and redlined plans can be found on the [City's permit portal](#). Redlined plans can be found on the City's Permit Portal in the "Reviews" section under "Documents Returned for Corrections". Below please find the permit submittal review comments from your review team and re-submittal instructions. Should you have any questions regarding the review comments, please contact the plan reviewer associated with the comment listed below.

## Re-submittal Instructions

To resubmit, you must address all comments and upload a Correction Response letter that outlines how the corrections have been addressed in your resubmittal. Avoid using "upload additional docs" unless there is NO submittal item available for your document. Please Note: If you do not resubmit as instructed your re-submittal will be rejected. If you have any questions about how to resubmit, please contact the permit center.

- 1 Log in to your permits portal and navigate to the status page for this permit under the "My Items" tab by selecting the "Upload Submittals" button under the permit number.
- 2 For each submittal item listed re-submit a new version of the submittal item by clicking the "New Version" button next to the file name of the original file submitted. DO NOT click the 'browse' button unless the document you are submitting for that submittal item is not a new version of the originally submitted document. Click 'Upload Documents' at bottom of the page.

Only resubmit the pages of each plan set that were returned to you for each building permit. The pages should be resubmitted in the same order in a single PDF document. If you have questions regarding this requirement, please contact Joyce Kennedy or Julie Johnson at 253-864-4165, option 1.

- 3 If any re-submittal fees have been assessed, you will need to pay your resubmittal fee at the time of resubmittal. Your resubmittal will not be processed until the fee has been paid.

## Corrections

Corrections to be addressed on the next set of resubmitted plans:

Engineering Review	Yianni Charitou	(253)435-3612	YCharitou@PuyallupWA.gov
<ul style="list-style-type: none"><li>- For convenience, all site plan corrections and markups were added to the PRCNC20231424 site plan submittal. Please address those corrections and resubmit a matching site plan for PRCNC20240010. All building permit site plans must match prior to approval and permit issuance. [SITE PLAN, C3.0, sheet 1 of 1]</li><li>- In accordance with the Uniform Plumbing Code, please complete and submit a City of Puyallup plumbing fixture worksheet for the fueling canopy, even if there are no water or sewer fixtures proposed. All water and sewer fixtures and their fixture unit weight should be provided with the worksheet, including atypical fixtures, in compliance with the Uniform Plumbing Code. [Yianni Charitou @ 01/22/2024 2:52 PM]</li><li>- Since the building permit cannot be issued until civil construction permit PRCCP20231423 is issued first and the building plans must match the approved civil plans, please coordinate your final building permit submittal with the approval of the civil permit to avoid redundant or surplus building permit submittals. [Yianni Charitou @ 01/22/2024 4:20 PM]</li><li>- Please note, separate building permits were required for each structure. The City of Puyallup Permit Center split the submittal into separate building permits and separated the submittals accordingly.</li></ul> <p>After you have addressed the corrections, only resubmit the pages of each plan set that were returned to you for each building permit. The pages should be resubmitted in the same order in a single PDF document. If you have questions regarding this requirement, please contact the Permit Center at 253-864-4165, option 1.</p> <ul style="list-style-type: none"><li>- Revise fueling canopy foundation to depict the catch basin type 1 per City standard detail 02.01.03 as required on the civil plans. Include detail 02.01.03 in the construction plans. [CONSTRUCTION PLAN SET - FUELING CANOPY, CA1.1, sheet 5 of 20]</li><li>- Like the convenience store construction plans, please include a sanitary drainage plumbing plan for the fueling canopy to match the proposed sanitary sewer facilities depicted in the civil construction plans. [CONSTRUCTION PLAN SET - FUELING CANOPY, CA1.1, sheet 5 of 20]</li><li>- Include the detail and sizing calculations of the proposed oil/water separator in the construction plans for the fueling canopy. The separator must match the civil construction plans. [CONSTRUCTION PLAN SET - FUELING CANOPY, CA1.1, sheet 5 of 20]</li></ul>			

## Conditions

The items listed in the table below are conditions of the permit that do not need to be addressed on the next resubmittal of plans but will need to be fulfilled at some point in the permit review process. The "Condition Category" indicates the approximate phase of the permit process by which the condition must be fulfilled in order for the City to continue processing this permit. "Condition Status" if "Open" means that the condition has not been fulfilled, if "Resolved" means the condition has been fulfilled successfully. For some conditions that require submittal of a document to the City, those documents can be submitted via the Conditions Section of the [City's permit portal](#).

Condition Category	Condition	Department	Condition Status
Prior to Occupancy	Retaining wall building permit PRRWF20231581 must be completed by the applicant and finalized by the City prior to building occupancy. [Yianni Charitou @ 01/22/2024 12:51 PM]	Engineering Division	Open
Prior to Issuance	In accordance with Puyallup Municipal Code 11.08.135, new commercial projects that have a structure improvement value exceeding \$200,000 in valuation are required to complete improvements along the property's street frontage. Your project will be required to complete frontage improvements which may include curb, gutter, planter strips, street trees, sidewalks, storm drainage, street lighting, and one-half street paving (only required if the existing pavement condition is poor) as determined by Development Engineering. The building permit shall not be issued until the frontage improvement designs have been approved by the City and a civil permit issued. The building permit shall be conditioned in such a manner that building occupancy will not be granted until the frontage improvements are completed and approved. Building permit PRCNC20231424 cannot be issued until civil permit PRCCP20231423 is issued first. [Yianni Charitou @ 01/22/2024 12:56 PM]	Engineering Division	Open
Prior to Occupancy	The approved Stormwater Maintenance Agreement shall be recorded prior to the City granting a certificate of occupancy. Once recorded, provide the City with the Auditor File Number (AFN) for verification. [Yianni Charitou @ 01/22/2024 12:59 PM]	Engineering Division	Open
Prior to Issuance	In accordance with the Uniform Plumbing Code and City Design Standard 402.2, external oil/water separators are required to be designed by a professional engineer and installed on the car wash and fueling facility side sewers per City Standards. The applicant shall be responsible for compliance with the requirements of the Washington State Water Pollution Control Act (RCW 90.48) including application for State Waste Discharge Permit (WAC 173-216) and Submission of Plans and Reports for	Engineering Division	Open

Condition Category	Condition	Department	Condition Status
	<p>Construction of Wastewater Facilities (WAC-240). The building permit cannot be issued until the City receives proof of submittals to the Washington State Department of Ecology.</p> <p>Furthermore, separators installed in paved areas shall comply with HS-20 loading standards. The separator shall be installed and connected as such that it is easily accessible for inspection, cleaning, and removal at all times. No sanitary wastewater shall be conveyed to the separator. It shall be placed as close as practical to the service area. Manhole covers shall be gas tight and have a minimum opening of 24 inches in diameter. All separators shall be filled with clean water before use.</p> <p>The design engineer shall provide the Engineering Services Staff with a letter of inspection certifying that the installation was performed in accordance with all regulations and the approved plan. Final inspection is required by the Engineering Services Staff prior to connection to the sanitary or storm sewer.</p> <p>The property owner shall retain ownership of the separator and side sewer lines and shall be responsible for their operation and maintenance. A service/maintenance record shall be kept on the premises at all times and shall be immediately available to the Engineering Services Staff upon request. The tenant and/or property owner shall maintain the oil-water separator in accordance with Puyallup Municipal Code Chapter 14.06.031(5). The property owner shall report immediately to the City's Public Works Division any spill, surcharge, bypass, or mechanical fault or failure which interrupts or otherwise reduces the capacity or removal efficiency of the separator. Please call 253-841-5505 during regular business hours or 253-770-3336 after hours.</p>		
Prior to Issuance	Building permit PRCNC20240010 cannot be issued until a demolition permit is issued first to demolish the existing structures as proposed on the plans. [Yianni Charitou @ 01/22/2024 1:04 PM]	Engineering Division	Open
Prior to Occupancy	Right-of-way dedication to match the abutting street classification shall be required as determined by Development Engineering. No building permit or development permit shall be granted for the construction or substantial improvement of any industrial, commercial, or residential building, or plat unless the plans and specifications contain provisions for the dedication to the City of sufficient street right of way for the	Engineering Division	Open

Condition Category	Condition	Department	Condition Status
	classification of the street abutting the property according to the street plans and street development needs of the city for that street. In accordance with Puyallup Municipal Code Chapter 11.08.120, the subject site property owner shall dedicate a varying amount of right-of-way to match the street classification of S MERIDIAN as determined in civil permit PRCCP20231423. Please fill out the attached REETA template form and the Right of Way Dedication Deed form. The Deed form must include a legal description and be accompanied by an exhibit (survey completed by licensed surveyor) depicting the right-of-way dedication. Once drafted, please return these documents to me to review with the Engineering Support Specialist and City Engineer. If accepted, the City Engineer will sign the Deed so that it can be recorded with Pierce County. [Yianni Charitou @ 01/22/2024 1:07 PM]		

If you need assistance with resubmitting your corrections, please contact the Permit Center.

Sincerely,

City of Puyallup Permit Center  
(253) 864-4165 option 1  
[permitcenter@puyallupwa.gov](mailto:permitcenter@puyallupwa.gov)