



City of Puyallup

**Engineering Division**

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

www.cityofpuyallup.org

# Permit Review Correction Letter

**Permit Application #PRCCP20240183**

June 12, 2024

The City has completed the review of the above-mentioned permit submittal. All 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 states how the corrections have been addressed in your resubmitted documents. Avoid using "upload additional docs" unless there is NO submittal item available for your document. Please Note: 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.
- 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 Civil Review	Mark Higginson	(253)841-5559	MHigginson@PuyallupWA.gov
<p>- Per prior comment-Provide up-to-date wet season hydraulic conductivity testing at the location of the proposed facilities to ensure feasibility/infeasibility of implementing MR5. (NOTE: Based on the size of the project, it may be possible to meet the LID Performance Std using detention and avoid the groundwater monitoring and testing requirements.) [Storm Report; Pg 6 of 281]</p> <p>- Per prior comment-If not meeting the LID Performance Standard, then MR5 List BMPs also apply and must be supported by up-to-date hydraulic conductivity monitoring and testing to verify feasibility. Testing to occur at the location of the BMP facilities. [Storm Report; Pg 6 of 281]</p> <p>- Provide MR9 information. [Storm Report; Pg 6 of 281]</p> <p>- See comments in Section 2. [Storm Report; Pg 11 of 281]</p> <p>- Per prior comment-Provide geotechnical wet season high groundwater elevation at location of the proposed pond. If groundwater is above the elevation of the pond bottom, specify liner criteria. [Storm Report; Pg 24 of 281]</p> <p>- Per prior comment-Revise for retaining wall side. Ensure the WWHM input accounts for the retaining wall being constructed on the longitudinal side of the detention facility. [Storm Report; Pg 29 of 281]</p> <p>- See comments in Section 2. [Storm Report; Pg 11 of 281]</p> <p>- Per prior comment-Update reference callout. [Storm Report; Pg 92 of 281]</p> <p>- Execute and record a separate Stormwater Facilities Maintenance Agreement (using the City's form) for this scope of work, or add these stormwater facilities to the agreement for the recent parking expansion (Permit E-21-0313) and/or an agreement for the overall site. [Plans; Sht C1 of 21]</p> <p>- Provide stamped letter that the existing watermain will not be negatively impacted by the proposed Cooler foundation loads (gravity and seismic). [Plans; Sheet C9 of 21]</p> <p>- Either daylight the retaining wall footing drain at a location away from stormwater inlets or provide seasonal high groundwater information adjacent to the retaining walls to ensure groundwater is not being conveyed to the detention facility. [Plans; Sht C13 of 21]</p> <p>- The provided geotech report indicates groundwater approximately 3.5ft below the surface near this location. Either daylight the retaining wall footing drain at a location away from stormwater inlets or provide seasonal high groundwater information adjacent to the retaining walls to ensure groundwater is not being conveyed to the detention facility. [Plans; Sht C14 of 21]</p> <p>- Callout IE for the existing pipe to the west.</p>			

[Plans; Sht C14 of 21]

- Callout IE for the existing pipes to the east and west.

[Plans; Sht C14 of 21]

- Callout riser diameter either on this sheet or Detail 02.01.07/C17.

[Plans; Sht C15 of 21]

- Per City Stds 205.2, 48.5 min. radius.

[Plans; Sheet C15 of 21]

- Per prior comment-Provide geotechnical wet season high groundwater elevation at location of the proposed pond. If groundwater is above the elevation of the pond bottom, specify liner criteria.

[Plans; Sht C15 of 21]

- This elevation only provides 2ft of live storage...revise accordingly.

[Plans; Sht C15 of 21]

- Prior to Occupancy, the applicant shall contact the Puyallup Water Pollution Control Plant by calling 253-841-5511 to apply and obtain a pre-treatment/discharge permit which should include a discharge plan for potential pollutants being discharged to the sanitary sewer.

[Plans; Sht C18 of 21]

- Callout "Existing".

[Plans; Sheet C18 of 21]

- See comment Sheet C9.

[Plans; Sheet C19 of 21]

**Planning Review**

**Josh Kubitza**

**(253)284-0214**

**jkubitza@ahbl.com**

- The Wetland and Fish and Wildlife Habitat Assessment, dated December 2020, identifies wetlands and associated wetland buffers located on the subject property. Wetland F, category IV wetland with no wetland buffer, is located near the proposed trenching. The site plan shall denote Wetland F. If the trenching goes through Wetland F, the trench shall be relocated outside of the wetland or be subject to Department of Ecology 401 permits and mitigation requirements.

Update 5/28/2024: The revised site plans do not show Wetland F

- As noted by civil engineer comment, the concomitant agreement requires a 75- natural landscape buffer. City code allows stormwater ponds within required natural landscape buffers if compliant with Vegetation Management Standard SLD-02. As such, a landscape plan is required. The project is still subject to civil engineering comments regarding the 20-foot setback for detention ponds.

Comment Update 5/28/2024: Landscape Plan showing compliance with VMW SLD-02 is required prior to planning approving the permit.

- Final landscape plan has not been submitted with this application. A landscape plan WITH UTILITY OVERLAY is required at this time. Please read the landscape plan submittal requirements document available on the City webpage for a list of required items to include in a final landscape plan: [www.cityofpuyallup.org/DocumentCenter/View/13103](http://www.cityofpuyallup.org/DocumentCenter/View/13103)

Comment Update 5/28/2024: Planning is unable to approve the civil construction permit without final landscape plans compliant with City standard.

- Storm water facilities, including bioretention areas, swales, and raingardens, shall be landscaped in accordance with SLD-02, contained in the Vegetation Management Standards Manual (VMS).

- All portions of a lot not devoted to building, future building, parking, access drives, walks, storage or accessory uses shall be landscaped with trees and shrub cover. Regarding the proposed project, only those areas within the clearing

and grading limits and are disturbed will need landscaping.

- Add required landscape details to plan: Detail 01.02.08a, 01.02.07, 01.02.03, 01.02.05, 01.02.06, 01.02.08.

- Add the following note to the civil plans, "All planting areas shall be mulched with a uniform four (4") inch layer of organic compost mulch material or wood chips over a properly cleaned, amended and graded subsurface."

- A minimum of 25 percent of the shrubs and ground covers used in projects under the requirements of the PMC and the VMS shall be native to the Puget Sound region. Please call out natives on the plant schedule for easy identification.

- Please spec the total quantity of plants and on-center spacing for all landscape areas.

- Add the following note to the landscape plan, "A minimum of eight (8) inches of top soil, containing ten percent dry weight in planting beds, and 5% organic matter content in turf areas, and a pH from 6.0 to 8.0 or matching the pH of the original undisturbed soil. The topsoil layer shall have a minimum depth of eight inches (8") except where tree roots limit the depth of incorporation of amendments needed to meet the criteria. Subsoils below the topsoil layer should be scarified at least 6 inches with some incorporation of the upper material to avoid stratified layers, where feasible. Installation of the eight inches (8") of top soil, as described above, shall generally be achieved by placing five inches (5") of imported sandy-loam top soil into planned landscape areas (sub-base scarified four inches (4")) with a three-inch (3") layer of compost tilled into the entire depth."

- Please estimate the total top soil required to meet the 8 inch minimum soil standard for all landscaped areas in cubic yards. The contractor will be required to submit delivery sheets and demonstrate compliance with top soil required and specified on plans at the time of final inspection.

- Existing trees to be retained must be clearly marked on the final clearing and grading plan, and final landscape plan. Tree protection fencing and signage shall follow the city standard detail, see appendix 20.5. Standard detail shall be included on all plan sets with vegetation which is scheduled for retention and protection. All critical root protection zones (CRPZ) shall be shown on plan sets in diameter from the center of the tree. In determining tree CRPZ, the following standards shall be used. In establishing the extent of the Critical Root Protection Zone (CRPZ) for individual significant trees, groupings of significant trees, a stand of significant trees, or a heritage tree the following formula shall be used: Individual tree diameter (in inches) X 2, converted into feet = CRPZ, in diameter (Example: 20" tree X 2 = 40' CRPZ diameter). The following minimum performance standards shall be used to determine the extent of allowable impacts to the CRPZ of significant trees: For significant trees, a minimum of 50 percent of the critical root zone must be preserved at natural grade, with natural ground cover. The protection zone may be irregular. The plan set shall provide a total square footage of CRPZ area and show the % of disturbance area. For heritage trees, a minimum of 75 percent of the critical root zone must be preserved at natural grade with natural ground cover. The protection zone may be irregular. The plan set shall provide a total square footage of CRPZ area and show the % of disturbance area. **No cut or fill greater than four (4) inches in depth may be located closer to the tree trunk than ½ the CRPZ radius distance.** (Example, 20-inch DBH tree has a 40' CRPZ area (in diameter) - meaning no cut or fill greater than 4" in depth is allowed within 20' of the tree trunk). No cut or fill within the distance from the tree which is three (3) times the trunk DBH is allowed. (Example, 20-inch DBH tree X 3 = 60", meaning no cut is allowed within 60-inches of a tree which has a 20-inch diameter trunk). These criteria represent minimum standards for determining whether or not a tree may be required to be retained. Greater impacts may be allowed, provided that all design alternatives have been proven unfeasible and that a pre-conditioning and after care mitigation program is established. See section 10.1 of the VMS, and referenced appendices for more information.

- Permanent critical area markers are required to be installed every 50 ft around the boundary of critical area buffers for the following critical areas; wetlands, streams, landslide hazard areas. See City buffer posting details at [www.cityofpuyallup.org/1591/Master-Document-List](http://www.cityofpuyallup.org/1591/Master-Document-List). The City will provide the buffer posting signs at no cost. Applicant is responsible for cost of post and all other materials for installation. Contact the Planning Division to order signs at [Planning@puyallupwa.gov](mailto:Planning@puyallupwa.gov).

Signs will be required around Wetland D, E, and F. The fencing locations shall be provided on the landscape plan.

- Landscaping Requirements: PMC 20.58 outlines landscaping requirements. All portions of a lot not devoted to building, future building, parking, access drives, walks, storage or accessory uses shall be landscaped in a manner

consistent with the requirements of this chapter. The City also has a companion design manual – the Vegetation Management Standards (VMS) manual – found here: [www.cityofpuyallup.org/puyallupvms](http://www.cityofpuyallup.org/puyallupvms). Please consult both the code landscape code section and the VMS for a full list of landscape requirements.

- All shrubs required shall be no smaller than two (2) gallon in size at the time of planting
- Coniferous evergreen trees shall be a minimum of 5 to 6 feet in height.
- All deciduous trees shall be at least one (1”) inch in caliper, preferably 1.5” or larger, and branched with a strong, central single leader.
- To avoid conflicts between underground and overhead utilities and trees as the grow and mature, please review the VMS tree installation standards table for required distances from various utilities and improvements.

<b>Public Works Water Review</b>	<b>Brian Johnson</b>	<b>(253)841-5442</b>	<b>BrianJ@PuyallupWA.gov</b>
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- Civil Resub Sheet C19: The existing fire line to be relocated is 12-inch ductile iron not 6-inch as called out.

## 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 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](#).

<b>Condition Category</b>	<b>Condition</b>	<b>Department</b>	<b>Condition Status</b>
Prior to Issuance	Permit scope subject to SEPA Environmental Review. Permit cannot be issued until associated SEPA Determination appeal period has expired without appeal.	Planning Division	Open
Prior to Completion	Permanent critical area markers are required to be installed every 50 ft around the boundary of critical area buffers for the following critical areas; wetlands, streams, landslide hazard areas. See City buffer posting details at <a href="http://www.cityofpuyallup.org/1591/Master-Document-List">www.cityofpuyallup.org/1591/Master-Document-List</a> . The City will provide the buffer posting signs at no cost. Applicant is responsible for cost of post and all other materials for installation. Contact the Planning Division to order signs at <a href="mailto:Planning@puyallupwa.gov">Planning@puyallupwa.gov</a> .	Planning Division	Open
Prior to Issuance	A Performance Bond must be received by the City of Puyallup prior to permit issuance. The Performance Bond shall be 150%	Engineering Division	Open

Condition Category	Condition	Department	Condition Status
	of the estimated cost of work in the ROW per the approved cost estimate received prior to plan approval (attached in CityView Portal under Documents & Images section). See <a href="https://www.cityofpuyallup.org/DocumentCenter/View/16622/Performance-Bond-51122-appvd-by-Legal">https://www.cityofpuyallup.org/DocumentCenter/View/16622/Performance-Bond-51122-appvd-by-Legal</a> for more information.		
Prior to Issuance	Email a signed Inadvertent Discovery Plan to RBUCK@PUYALLUPWA.GOV.	Engineering Division	Open
Prior to Issuance	This form is to be received prior to permit issuance. Signing this form is acknowledgement that there may be billed overtime inspection fees per the current fee schedule and that whenever the City Water Division staff is required to perform a mainline shutdown the fees shall be billed at \$134.00 per event plus \$10.00 per tag. Instances when a shutdown is performed outside regular working hour's additional overtime fees will be billed at the current overtime billing rate (3 hour minimum call out time).	Engineering Division	Open
Prior to Issuance	Certificate or Insurance/CG2012 must be received prior to issuance	Engineering Division	Open
Prior to Issuance	A Clear, Fill and, Grade Bond must be received by the City of Puyallup prior to permit issuance. The amount of the bond shall not be less than the total estimated construction cost of the interim and permanent erosion and sediment control measures per the approved cost estimate received prior to plan approval. See <a href="https://www.cityofpuyallup.org/DocumentCenter/View/16621/CFG-Bond-101822-appvd-by-Legal">https://www.cityofpuyallup.org/DocumentCenter/View/16621/CFG-Bond-101822-appvd-by-Legal</a> for more information.	Engineering Division	Open
Prior to Occupancy	The applicant shall contact the Puyallup Water Pollution Control Plant by calling 253-841-5511 to apply and obtain a pre-treatment/discharge permit which should include a discharge plan for potential pollutants being discharged to the sanitary sewer.	Engineering Division	Open
Prior to Occupancy	Execute and record a separate Stormwater Facilities Maintenance Agreement (using the City's form) for this scope of work, or add these stormwater facilities to the agreement for the recent parking expansion and/or the overall site.	Engineering Division	Open

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)