



City of Puyallup

**Engineering Division**

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

www.cityofpuyallup.org

# Permit Review Correction Letter

**Permit Application #PRCCP20241731**

January 14, 2025

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
<ul style="list-style-type: none"> <li>- Please add "TBD". [CSWPPP; Page 1 of 32]</li> <li>- Puyallup River Fecal Coliform TMDL. [CSWPPP; Page 4 of 32]</li> <li>- Please complete. [CSWPPP; Page 28 of 32]</li> <li>- Per KCook email dated 10/25/24, there was additional gravel added to another area (approx. 24'x114') just north of the curve of the onsite farm road. This area should be included with this permit application. [Storm Report; Page 8 of 32]</li> <li>- Adjust quantities for the additional 24'x114' gravelled area (See Page 8 comment). [Storm Report; Page 9 of 32]</li> <li>- Adjust quantities for the additional 24'x114' gravelled area (See Page 8 comment). [Storm Report; Page 10 of 32]</li> <li>- It does not appear that there are any catch basins associated with this project. Perhaps language such as: -"Maintain, swales, ditches and culverts at an appropriate frequency to ensure that plugging, erosion, and flooding does not occur." -"Provide maintenance and cleaning of debris, sediments, and other pollutants from the stormwater collection, conveyance, and treatment systems to maintain proper operation." -"Reseed bare turf areas until the vegetation fully covers the ground surface." [Storm Report; Page 12 of 32]</li> <li>- Provide a brief Construction Sequence per City Standards Section 501.6. [Plans; Sheet C-01 of 7]</li> <li>- Callout and show the Williams Gas Easement on the project plan views. (Typ.) [Plans; Sheet C-01 of 7]</li> <li>- Provide Pierce County approval acknowledging the project's connection to the direct discharge conveyance system and ultimately the outfall in accordance with the County issued Shoreline Substantial Development permit. (Ref. MHigginson email to JMJ dated 12/17/24). [Plans; Sheet C-01 of 7]</li> <li>- Per KCook email dated 10/25/24, there was additional gravel added to this area and should be included with this permit application. [Plans; Sheet C-02 of 7]</li> <li>- Revise ROW width per dedication AFN 202005280613. [Plans; Sheet C-02 of 7]</li> <li>- Revise ROW width per dedication AFN 202005280613. [Plans; Sheet C-05 of 7]</li> <li>- Please add note: "See City Standard Detail 01.02.08a." [Plans; Sheet C-05 of 7]</li> <li>- Clarify how upstream ditch flows are conveyed across the access locations. Callout culvert size, length, and IE at inlet and outlet. [Plans; Sheet C-06 of 7]</li> </ul>			

<p>- Same comment will apply to the 24x114 gravelled area not shown (see comment on Sht C-02). [Plans; Sheet C-06 of 7]</p> <p>- Due to the reverse grade of the existing ditch in this area and the potential to cause flooding of the roadway (and/or the property), regrade the ditch to ensure positive drainage across the limits of the project. [Plans; Sheet C-06 of 7]</p> <p>- Please add "min." to the callouts. [Plans; Sheet C-07 of 7]</p> <p>- Add City Standard Detail(s): 01.02.08a. // [Plans; Sheet C-07 of 7]</p> <p>- Please revise to: "and City Standard Detail 01.02.08a." [Plans; Sheet C-07 of 7]</p> <p>- NO COMMENTS AVAILABLE</p>			
<b>Planning Review</b>	<b>Nabila Comstock</b>	<b>(253)770-3361</b>	<b>NComstock@PuyallupWA.gov</b>
<p>- Provide a plan that outlines how the affected temporary gravel parking lot site area will be restored back to its original conditions once the associated site construction for the ELC is complete. Include details regarding gravel removal and reseeding.</p>			
<b>Public Works Water Review</b>	<b>Brian Johnson</b>	<b>(253)841-5442</b>	<b>BrianJ@PuyallupWA.gov</b>
<p>- Civil Plans C.02: Privately owned ecology blocks were placed on each side of this public fire hydrant to protect it from parking vehicles traffic. These concrete blocks are not crash worthy, and must be moved behind the public right-of-way to protect the City from any liability issues.</p>			

## 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 the 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 Issuance	Please contact the DPS Support Specialist, Robin Loewen at RLOEWEN@PUYALLUPWA.GOV to request a pre-construction	Engineering Division	Open

Condition Category	Condition	Department	Condition Status
	meeting prior to starting site work.		
Prior to Issuance	A Performance Bond must be received by the City of Puyallup prior to permit issuance. The Performance Bond shall be 150% 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.	Engineering Division	Open
Prior to Issuance	Email a signed Inadvertent Discovery Plan to RLOEWEN@PUYALLUPWA.GOV.	Engineering Division	Open
Prior to Issuance	Overtime Inspection Fees / Main Shutdown Fees 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 Issuance	Confirmation of Pierce County approval/permit for connection to the outfall.	Engineering Division	Open
Prior to Issuance	Temporary CUP application must be approved prior to civil permit issuance.	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)