



City of Puyallup

Building Division

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

www.cityofpuyallup.org

Permit Review Correction Letter

Permit Application #PRCNC20250094

March 28, 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:

Design Review	Chris Beale	(253)841-5418	CBeale@PuyallupWA.gov
<p>- Review PMC 20.26.300. Please confirm on the drawings the building meets the horizontal and roofline modulation standards and building wall articulation. Please provide calcs that show: "No less than 60 percent of the surface area of any street-facing wall located in the pedestrian view plane, defined as the horizontal area between two and eight feet above the exterior grade, shall consist of windows and/or transparent doorways." Please detail what pedestrian oriented features will be in the plaza areas (north and west elevations) (see .300 (3)(b)(i)), Consider moving the bike racks to the west elevation plaza area, adjacent to the shared use path on Shaw Road.</p>			
Building Review	Brian Snowden	(253)435-3618	BSnowden@puyallupwa.gov
<p>- See sheet AG1.1 for EV Charging requirements. [Reference the marked-up document: SITE PLAN, sheet AS1.0] - This project doesn't fall within the scope of the International Residential Code. [Reference the marked-up document: CONSTRUCTION PLAN SET, sheet AG1.0] - Trusses cannot be deferred for this scope of work. [Reference the marked-up document: CONSTRUCTION PLAN SET, sheet AG1.0] - Please verify that the correct number of EV charging infrastructure is provided. This note says 4 ready and 4 future are provided, but no mention of EV Charging Stations is included. The site plan only shows six (6) parking spaces noted as "EV" or "Future EV". [Reference the marked-up document: CONSTRUCTION PLAN SET, sheet AG1.1] - Per the 2021 Washington State Building Code, section 429.4, additional EV charging infrastructure is required at the accessible parking spaces: "Ten percent of the accessible parking spaces, rounded to the next whole number, shall be EV Charging Stations. Additional 10 percent of the accessible parking spaces, rounded to the next whole number, shall be EV Ready. Not fewer than one for each type of EV charging system shall be accessible. The electric vehicle charging infrastructure may also serve adjacent parking spaces not designated as accessible parking. A maximum of 10 percent of the accessible parking spaces, rounded to the next whole number, are allowed to be included in the total number of electric vehicle parking spaces required under Section 429.2." [Reference the marked-up document: CONSTRUCTION PLAN SET, sheet AG1.1] - Please confirm if this area will be Mercantile (Occupancy Group M) or Assembly (Occupancy Group A2) as noted in the Building Summary on this sheet. [Reference the marked-up document: CONSTRUCTION PLAN SET, sheet AG1.1] - Please correct the wording on this note. Tenant #1 Gross Area. [Reference the marked-up document: CONSTRUCTION PLAN SET, sheet A1.0] - Please revise the accessibility notes to conform to the 2017 edition of the Washington State Accessibility Code (ICC A117.1-2017). [Reference the marked-up document: CONSTRUCTION PLAN SET, sheet A4.0] - Manufactured joists, beams, and trusses cannot be deferred. [Reference the marked-up document: CONSTRUCTION PLAN SET, sheet S1.0] - Interior S.O.G. specifications are under Note #2. [Reference the marked-up document: CONSTRUCTION PLAN SET, sheet S3.1] - Please provide the truss manufacturer's roof truss calculations (stamped and signed) and layout. Truss engineer to include the required structural elements noted on this sheet. Truss engineering and layout must be reviewed and</p>			

approved by the structural engineer of record prior to permit issuance. [Reference the marked-up document: CONSTRUCTION PLAN SET, sheet S3.2]

- Please revise the plumbing plans to conform to the 2021 editions of the Washington State Codes. [Reference the marked-up document: CONSTRUCTION PLAN SET, sheet P0.00]
- Note #2 references the residential edition of the 2021 WSEC, which does not apply to this project. Please revise this note to conform to the commercial edition of the 2021 Washington State Energy Code. [Reference the marked-up document: CONSTRUCTION PLAN SET, sheet P0.01]
- Please designate the wall types on the floor plan. [Reference the marked-up document: CONSTRUCTION PLAN SET, sheet A1.0]
- Verify placement of downspout and scupper notes, typical. [Reference the marked-up document: CONSTRUCTION PLAN SET, sheet A1.1]
- The placement of the rooftop units differ between this sheet and the mechanical sheets (M2.1 and P2.02). [Reference the marked-up document: CONSTRUCTION PLAN SET, sheet A1.1]
- Please correct the cut-off text. [Reference the marked-up document: CONSTRUCTION PLAN SET, sheet A2.0]
- Please correct the cut-off text. [Reference the marked-up document: CONSTRUCTION PLAN SET, sheet A2.1]
- Detail 1 was not provided on sheet A6.0. [Reference the marked-up document: CONSTRUCTION PLAN SET, sheet A3.0]
- Detail 1 was not provided on sheet A6.0. Ensure the parapet meets minimum guard requirements per section 304.11 of the 2021 Washington State Mechanical Code, or fall protection is provided. [Reference the marked-up document: CONSTRUCTION PLAN SET, sheet A3.2]
- Ensure the parapet meets minimum guard requirements per section 304.11 of the 2021 Washington State Mechanical Code, or fall protection is provided, typical. [Reference the marked-up document: CONSTRUCTION PLAN SET, sheet A3.3]
- Please review downspout and scupper locations, typical. [Reference the marked-up document: CONSTRUCTION PLAN SET, sheet P2.02]
- Please locate and specify the secondary roof drainage per the 2021 Washington State Plumbing Code, section 1101.12.2. [Reference the marked-up document: CONSTRUCTION PLAN SET, sheet P2.02]
- Signage per detail #3. [Reference the marked-up document: SITE PLAN, sheet AS1.0]
- Please clarify how access to the roof, and mechanical units, provided. Please locate the roof access hatch or ladder on the plan. [Reference the marked-up document: CONSTRUCTION PLAN SET, sheet A1.1]
- Please designate the windows adjacent to the door as requiring safety glazing. [Reference the marked-up document: CONSTRUCTION PLAN SET, sheet A1.0]

Engineering Review

Yianni Charitou

(253)435-3612

YCharitou@PuyallupWA.gov

- Label the 1" water service and 1" RBPA backflow protection device installed under civil construction permit PRCCP20230970. [SITE PLAN, sheet AS1.0]
- Grease interceptor callout arrow is misplaced. Grease interceptor is faint box connected to the sanitary sewer line. Adjust the callout arrow accordingly and specify in the callout note that the gravity grease interceptor was installed under civil construction permit PRCCP20230970. [SITE PLAN, sheet AS1.0]
- On civil construction permit PRCCP20230970, a trash enclosure was depicted at the location of the sanitary sewer catch basin. Either depict the location of the trash enclosure and provide construction plans for the design that meet City standards or provide commentary on how the sanitary sewer line for the trash enclosure will be removed so as to avoid conveying stormwater to the open/uncovered sanitary sewer catch basin. [SITE PLAN, sheet AS1.0]
- The proposed building shall not be constructed above the stormwater mains constructed under civil construction permit PRCCP20230970. Either revise the utility overlay to match the civil plans or revise the building footprint to avoid conflicts with the storm mains. [SITE PLAN, sheet AS1.0]

- On the site plan, depict and label the property owners, parcel number(s), and site address(es) as assigned under PLBDJ20240103 or the jurisdiction having authority. [SITE PLAN, sheet AS1.0] - Label Lot 3. [SITE PLAN, sheet AS1.0]			
Engineering Traffic Review	Mieco Hutchens	(253)993-0179	mhutchens@puyallupwa.gov
- Commercial bldg square footage has been increased from original proposal. Is the new configuration proposing a 2000/3000 sqft split? Describe the expected tenant for each suite and provide ITE Land Use Code if known.			
Planning Review	Chris Beale	(253)841-5418	CBeale@PuyallupWA.gov
- See comments under Design Review.			

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](#).

Condition Category	Condition	Department	Condition Status
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.	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 classification of the street abutting the property according to the street plans and street development needs of the city for	Engineering Division	Open

Condition Category	Condition	Department	Condition Status
	that street. Building permit PRCNC20241917 cannot be issued until boundary line adjustment PLBDJ20240103 is approved and recorded which depicts the required right-of-way dedication. The building permit site plan must match the approved boundary line adjustment. [Yianni Charitou @ 03/27/2025 8:42 AM]		
Prior to Issuance	Building permit PRCNC20250094 cannot be issued until civil construction permit PRCCP20230970 is issued first. The building permit site plan must match the approved civil plan. [Yianni Charitou @ 03/27/2025 8:44 AM]	Engineering Division	Open
Prior to Occupancy	Occupancy will not be granted until civil construction permit PRCCP20230970 has been completed and the final inspection has been passed. [Yianni Charitou @ 03/27/2025 8:45 AM]	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 civil construction permit application PRCCP20240569 has been issued.	Engineering Division	Open
Prior to Occupancy	Your project is required to install frontage improvements in accordance with Puyallup Municipal Code 11.08.135. Building permit occupancy shall not be granted until the frontage improvements are completed and accepted, and civil construction permit PRCCP20240569 is finalized/closed.	Engineering Division	Open
Prior to Issuance	Per Puyallup Municipal Code Chapter 11.24, the property is subject to two recorded sanitary sewer latecomer's agreements. The property owner will be required to submit a development contribution latecomer fee for the Viking JV, LLC sanitary sewer main extension and sanitary sewer lift station/force main as defined in latecomer's agreements recorded under AFNs 202107061306 and 202406210039, respectively. The latecomer's development contribution fees have been assessed on building permit application PRCNC20241917. Latecomer contribution fees paid under PRCNC20241917 on	Engineering Division	Resolved

Condition Category	Condition	Department	Condition Status
	3/13/2025.		
Prior to Occupancy	In accordance with the Uniform Plumbing Code and City Design Standard 402.3, an external gravity grease interceptor is required to be designed by a professional engineer and installed on the side sewer per City Standard Details 04.06.01 and 04.06.02. The site plan and plumbing plans shall depict the location and connection of the new or existing grease interceptor. A professional engineer shall provide gravity grease interceptor sizing calculations and a report stating that the existing or new grease interceptor has adequate capacity to serve the site/project. The grease interceptor installed under civil construction permit PRCCP20230970 must be installed, inspected, approved, and fully operational prior to granting building occupancy.	Engineering Division	Open
Prior to Occupancy	As depicted on civil construction permit PRCCP20230970, an approved reduced pressure backflow assembly (RPBA) device is required to be installed on the commercial water service per City Standard Detail 03.04.02. For more information, visit https://www.cityofpuyallup.org/1131/Backflow-Prevention-Cross-Connection . Upon approval of the installation by the city inspector, the backflow device shall be tested by a Washington State certified backflow assembly tester, and the test report results shall be submitted to the City prior to occupancy of the building.	Engineering Division	Open
Prior to Occupancy	A 1" fire service is required to supply the structure's fire sprinkler system. The applicant shall coordinate water service connection with the City prior to starting site work by scheduling an inspection through the CityView portal. Per City Design Standard Section 302.3, a double detector check valve assembly (DDCVA) backflow device is required on the fire service line to any building which is equipped with a closed fire sprinkler protection system. The DDCVA shall be located inside the building or in a vault at or near the property line and shall be installed in accordance with City Standard Detail 03.10.01-1 and 03.10.01-2. Upon approval of the installation by the city inspector, the backflow device shall be tested by a Washington State certified backflow assembly tester, and the test report results shall be	Engineering Division	Open

Condition Category	Condition	Department	Condition Status
	submitted to the City prior to occupancy of the building.		
Prior to Occupancy	This property lies within a regulated flood zone. According to the FEMA LOMR Case Number 21-10-0191P issued on April 27, 2022 and effective September 8, 2022, the flooding zone has been revised and the proposed building is no longer within the AE flood zone.	Engineering Division	Resolved
Prior to Issuance	According to PMC Chapter 19.06.020, contiguous parcels are required to be combined when they share common facilities including but not limited to access, parking, utilities, open space, landscaping, signage, etc., for which no easements or other legal instruments exist to ensure continuous ownership, use and maintenance of such facilities. In this particular case, the East Town Crossing parcels share such facilities including driveway access, parking, landscaping, trash enclosures, and utilities. Prior to building permit issuance, the applicant shall apply for and provide a recorded legal instrument for the continuous ownership, use, and maintenance of the common facilities in compliance with Puyallup Municipal Code.	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