



City of Puyallup

**Engineering Division**

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

www.cityofpuyallup.org

# Permit Review Correction Letter

**Permit Application #PRCCP20250176**

December 19, 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 the bottom of the page.
- 3 If any resubmittal 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:

<b>Engineering Civil Review</b>	<b>Jamie Carter</b>	<b>(253)435-3616</b>	<b>JCarter@puyallupwa.gov</b>
<p>- In general, provide more detail about the control structure and storm manhole. Orifice and riser information should be readily available on the plans. Show clearly the relationship between the numbers in the model and the size of the filtration and detention facilities, orifice sizing, number of chambers and riser height. Provide a blow-up detail of how the control structure will work with the elevated bypass manifold. Include all details of installation not covered by Standard Details. CANNOT LOCATE RISER DIMENSIONS OR ORIFICE SIZES ANYWHERE ON THE PLANS OR IN THE REPORT. CLEARLY IDENTIFY THESE IMPORTANT PARAMETERS IN THE STORM REPORT AND USE THE REAL DIMENSIONS IN THE MODELING. [Comment Correction; ; pg. N/A]</p> <p>- COST ESTIMATE ON SITE A. Include the on site storm pipe under ON SITE STORM B. Remove Swale from OFF SITE STORM</p> <p>OFF SITE A. Include 1 inch poly water pipe in OFF SITE WATER for connection for irrigation B. Include storm pipe in OFF SITE STORM [Comment Correction; ; pg. N/A]</p> <p>- The Drainage Report was not updated to match the plans. There are multiple references to discharging to the swale and some other smaller details that are incorrect (sheet flow references, swale calcs) or do not match the civil plans. Revise the report to be consistent with all other construction documents including civil plans and SWPPP. [Comment Correction; ; pg. N/A]</p> <p>- Of course, street patching for utility trenching restoration shall match new street profile. Profile for newly installed street is uploaded to the Documents and Images section of the permit software. [Comment Correction; ; pg. N/A]</p> <p>- Operations and Maintenance manual should have city formatted links for BMP maintenance and the Inspection Report. These can be downloaded, preformatted to match Pierce County's standards, at the following link: <a href="https://www.puyallupwa.gov/2157/Operations-and-Maintenance">https://www.puyallupwa.gov/2157/Operations-and-Maintenance</a> [Comment Correction; ; pg. N/A]</p> <p>- Address why the project is not using the 45 degree bend on the inlet to the ADS storm chambers. This is standard equipment that reduces clogging, turbulence and pressure loss. It also improves function for less</p>			

maintenance. [Comment Correction; ; pg. N/A]			
<b>Engineering Traffic Review</b>	<b>Mieco Hutchens</b>	<b>(253)993-0179</b>	<b>mhutchens@puyallupwa.gov</b>
<p>- This civil permit cannot be reviewed by Engineering Traffic staff until the SEPA Standalone submittal has been accepted.</p> <p>An analysis must be provided that evaluates possible traffic impacts. The current design proposal is showing an internal vehicular connection between an existing manufacturing/industrial facility generating ~1000 vehicle trips per day.</p> <p>The City is concerned the existing roadway Inter Ave, and 23rd ST SE may be unable to accommodate additional vehicle trips routed through this facility. Traffic impacts and specifics of daily trips being routed to Inter AVE which currently access the Red Dot site from E Main shall be addressed through the SEPA process. It is possible additional off-site improvements are necessary due to the existing roadway condition.</p> <p>[Comment Correction; ; pg. N/A]</p>			
<b>Planning Review</b>	<b>Nabila Comstock</b>	<b>(253)770-3361</b>	<b>NComstock@PuyallupWA.gov</b>
<p>- Comment carried forward 08/26/25 - Label the utilities on the utility overlay on the landscape site plan. Include utility overlay on the landscape site plan. 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. [Comment Correction; ; pg. N/A]</p> <p>- Comment carried forward 12/19/25 Applicant has applied for SEPA, but fees still have not been paid. Staff cannot move forward with review of the SEPA application until the fees have been paid.</p> <p>Comment carried forward 08/26/25 Please apply for a "Standalone SEPA" and submit a new SEPA checklist addressing this scope of work. This will be reviewed in conjunction with this civil application. This civil will not be able to be issued until the SEPA process has been completed. [Comment Correction; ; pg. N/A]</p> <p>- Comment carried forward 12/19/25 Soil cells still not shown on landscape site plan. See plan set for callouts where soil cells are required as discussed in e-mail from 10/01/25.</p> <p>Comment carried forward 08/26/2025 - Response letter says to "see landscaping plan". Soil cells do not seem to be on the update landscape plan set along the perimeter of all internal islands in parking stall areas. If they are being shown, then please label them and include the manufacturer's installation details for internal parking lot landscaping soil installation, including required structural soil cells, on the landscape plan set.</p> <p>All internal landscape islands and connector strips shall include a double row (horizontally) of structural soil cells – often called "Silva Cells", or equivalent - along the perimeter of all internal islands in parking stall areas only (under the pavement directly abutting the outer edge of the landscape island) to provide additional soil</p>			

volume for tree growth. The landscape architect shall provide manufacturer's installation details for internal parking lot landscaping soil installation, including required structural soil cells, on the final landscape plan set. See section 8.2 of VMS for soil quality standards. [Comment Correction; ; pg. N/A]

- Comment outstanding 12/19/25: Please address in comment response letter and on landscape site plan.

Comment carried forward 08/26/2025 - Please calculate the parking areas separately as outlined below. Since Red Dot will only be utilizing the northern portion of the site and EJ Poultry utilizing the southern portion of the site, the landscaping requirements will be different for the different uses on the site. Also differentiate where the middle landscaping island is being counted towards the required landscaping for EJ Poultry or Red Dot.

EJ Poultry parking area

- We would calculate 5% of all paved areas for the EJ Poultry portion of the site to be taken from the square footage of their parking area per PMC 20.58.005 (1)

- Though parking lot landscape islands are not proposed in areas for truck parking areas that are not being striped, there is a requirement that all paved areas over 10,000SF shall have at least 5% of all paved surfaces to be landscaped. Perimeter landscaping shall not be calculated as part of the required amount of internal parking lot landscaping. You can propose consolidating parking lot landscaping areas to meet this 5% landscaped area requirement.

Red Dot parking area

- Since Red Dot is more than likely exceeding the minimum required parking stalls for their use per PMC 20.55.010, we require 10% of all paved areas to be landscaped, which cannot include required perimeter landscaping.

- We would calculate 10% of all paved areas for the Red Dot portion of the site to be taken from the square footage of their parking area and access per PMC 20.58.005 (1)(a)

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Landscaping islands apply to all striped parking and storage areas, including heavy truck trailer parking. For large, paved areas which trigger parking lot landscaping under PMC 20.58.005, but may not contain vehicle striping for vehicle parking, staff will use reasonable discretion and flexibility in site designing to allow larger consolidated/ grouped islands to spread out evenly through the paved areas, ensuring landscaping meets the intent of the type IV design standards and meets the minimum landscape requirements in PMC 20.58.005.

- Please include the calculation showing that each required percentage of all paved surfaces are landscaped for both the Red Dot parking area and the EJ Poultry parking area (this cannot include perimeter landscaping).

Per PMC 20.58.005 (1) All paved areas of over 10,000 square feet shall have at least five percent of all paved areas landscaped to provide shade to reduce the heat island effect related to paved surfaces, reduce storm water runoff, improve air quality, provide visual breaks to large paved areas and improve general appearance.

Perimeter landscaping shall not be calculated as part of the required amount of internal parking lot landscaping. Internal parking lot landscaping design and spacing shall conform to the "Type IV" landscaping standards contained in the city's vegetation management standards (VMS) manual.

In order to further mitigate the impacts of more substantial expanses of paved areas on development sites, the following shall apply:

(a) In the event that a project provides 20 percent more than the required minimum number of parking stalls (per PMC 20.55.010) for a specific use or group of uses on a development complex site, or in the event that the total sum of paved areas on a site exceeds 100,000 square feet, at least 10 percent of all paved areas shall be landscaped in accordance with this section and the vegetation management standards (VMS) manual.

[landscape plan, L1] [Comment Correction; ; pg. N/A]

- The civil plan set does not match the landscape plan set. Applicant has notified staff that they will update the landscape plan set, but please ensure that the updates being made will be meeting the landscaping requirements that planning has commented on throughout this process to avoid another round of comments. Please work closely with your landscape architect so that requirements are not missed due to existing inconsistencies between the civil and landscape plan sets. [Comment Correction; ; pg. N/A]

- This should not be labeled as perimeter parking island. This is a wetland critical area and is not allowed to be disturbed [landscape plan, L1] [LANDSCAPE PLAN - RESUB; 2025\PRCCP20250176\2025 09 19 1969LSI INTER LS AND IRR PLANS.pdf; pg. 1]

- Utilities still not consistently shown on the landscape site plan. Civils show this as a SD. please label on landscape site plan as requested in previous comments. [landscape plan, L1] [LANDSCAPE PLAN - RESUB; 2025\PRCCP20250176\2025 09 19 1969LSI INTER LS AND IRR PLANS.pdf; pg. 1]

- In e-mail sent on 10.01.25, clarified with landscape architect that soil cells would be required here. Please show on plan set . Landscape architect shall provide manufacturers installation details for internal parking lot landscaping soil installation, including required structural soil cells, on the final landscape plan set. See section 8.2 for soil quality standards. [landscape plan, L1] [LANDSCAPE PLAN - RESUB; 2025\PRCCP20250176\2025 09 19 1969LSI INTER LS AND IRR PLANS.pdf; pg. 1]

- NO COMMENTS AVAILABLE [LANDSCAPE PLAN - RESUB; 2025\PRCCP20250176\2025 09 19 1969LSI INTER LS AND IRR PLANS.pdf; pg. 1]

- NO COMMENTS AVAILABLE [LANDSCAPE PLAN - RESUB; 2025\PRCCP20250176\2025 09 19 1969LSI INTER LS AND IRR PLANS.pdf; pg. 1]

- Acknowledge the following condition: The fencing between the EJ Poultry area and the Red Dot parking area will not allow for access/flow between the two sections of the site except for fire/emergency access. [Comment Correction; ; pg. N/A]

- Are these breakdown of requirements based off the civil plan set submittal or the landscape site plan submittal? The civil and landscape plan sets are not consistent.

Planning asked that the landscape requirements for Red Dot and EJ Poultry be counted separately since Red Dot they are separate uses.

This table should also be included on the landscape site plan versus the civil plan set.

[civil plans, C14] [CIVIL PLANS - RESUB; 2025\PRCCP20250176\24-166 - SDEV - 2401 INTER.pdf; pg. 14]

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

Condition Category	Condition	Department	Condition Status
	working hour's additional overtime fees will be billed at the current overtime billing rate (3 hour minimum call out time).		
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

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)