



City of Puyallup

Engineering Division

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

www.cityofpuyallup.org

Permit Review Correction Letter

Permit Application #PRCCP20241229

October 14, 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	Jamie Carter	(253)435-3616	JCarter@puyallupwa.gov
<ul style="list-style-type: none"> - Previous corrections and previously reviewed and/or approved documents across multiple permits should all match. Clear, Fill and Grade Submittal items shall match design elements exactly in the Civil and Conditional Use Permit docs. Inconsistent direction and designs will result in longer review periods. - The city wants this driveway eliminated and this correction was given and implemented on the Clear Fill and Grade Plans under permit PRGR20241060. Driveway shall be removed and standard curb, gutter and sidewalk to match existing shall be installed. [CIVIL PLANS, Sheet C2] - Are 2 transformers being installed? Show actual footprint of all utility structures. [CIVIL PLANS, Sheet C2] - Should this be here considering future swale construction? Is a construction entrance appropriate for such a developed site? Explore other locations/methods to control track out. [CIVIL PLANS, Sheet C2] - Provide rationale for removing 2 feet of curb here. What is the reference to C5 for? [CIVIL PLANS, Sheet C2] - C4. [CIVIL PLANS, Sheet C4] - Include this detail in plan set. [CIVIL PLANS, Sheet C6] - Make this note TYP. [CIVIL PLAN, Sheet C6] - How is run off collected in this area? Is the 2' curb cut for drainage? [CIVIL PLANS, Sheet C6] - Correct leader placement. [CIVIL PLANS, Sheet C6] - CB#2 to existing CB#5 only has a .05% (.0005ft/ft) slope. City Design Standard 204.3(6) requires 0.5% minimum slope for Storm pipes. Check all slopes and revise. [CIVIL PLANS, Sheet C6] - Correct this reference. [CIVIL PLANS, Sheet C6] - Confirm number of ADA ramps required. Engineering Cost Breakdown Fee Calculation says 1. Elevations shown suggest that parking lot, proposed ADA walkways and new pad for portables are all at a close enough elevation to preclude the installation of ramps. [CIVIL PLANS, Sheet C6] - What does this dotted hatching represent in the portable areas? [CIVIL PLANS, Sheet C6] - Confirm all elevations. Existing elevations don't match what is in our GIS (GIS contours show the parking area just south of the 6 portables as between 68 and 70 - is this datum conversion?) Finished grades at the corners of portables show up to 1.5 feet of grade difference. [CIVIL PLANS, Sheet C6] - Clarify the purpose of this note. [CIVIL PLANS, Sheet C6] - Civil Permits require a complete Stormwater Report. For this submittal reviewers only received an Operations & Maintenance Manual in the Stormwater Report submittal box. Both documents are required for civil permitting. 			
Engineering Traffic Review	Mieco Hutchens	(253)993-0179	mhutchens@puyallupwa.gov
<ul style="list-style-type: none"> - Civil Plans, pg 9 Specified luminaire on City Street Lighting sheet is no longer in use. Use the following: Leotek GCJ1 30J series head. - Civil permit application cannot be considered for approval prior to CUP acceptance/approval. 			
Fire Review	David Drake	(253)864-4171	DDrake@PuyallupWA.gov

<p>- Conditional Use Permit PLCUP20240037 comments have not been addressed which will alter the Civil Plans. See below</p> <ol style="list-style-type: none"> 1. Considering traffic is one way in one way out and not like a normal fire lane how will the traffic queuing work? We have to have full site access and can not have both lanes being blocked in one direction. There needs to be free flowing movement onsite. Dropoff and pickup need designated locations throughout the campus. The proposed site plan does not provide access to all structures with the known factor of traffic backing up. 2. Where the two portables are going in the South East corner, a plan was already decided by everyone that the parking island and stall needed to be removed because an Auto-turn could not be performed properly. Implement the previous agreement into this site plan for code compliance. 3. Provide a full auto-turn of the whole campus for review. Consideration needs to be taken for drop off and pickup areas. If the fire apparatus can not traverse the site with traffic it will not be accepted. 4. Provide a full fire lane dimensioned site plan. The new parallel parking on the southside of the gym looks to be encroaching into the fire lane. 5. Once approved, all fire lane / stripping / No parking signage will need to be maintained and updated throughout campus. 			
Planning Review	Katie Baker	(253)435-3604	kbaker@PuyallupWA.gov
<p>- If trees are to be retained, critical root protection zone (CRPZ) shall be established and shown on plans. clearing limits may not encroach on CRPZ. [Civil Plans, C2] - NO COMMENTS AVAILABLE - 6' fence must be at 15' front setback line or further. [Landscape plans, L1] - Perimeter fencing permitted to be 3.5 feet in height within setback area (first 15'). [Civil Plans, C6]</p>			
Public Works Collection Review	Josh Grbich	(253)841-5560	JGrbich@PuyallupWA.gov
<p>- It would be the recommendation of the collections division that a cleanout be installed on the sanitary service lateral. The lateral was found to be connected to the private 8 inch sanitary main. [Civil Plans, C6]</p>			
Public Works Streets Review	Scott Hill	(253)841-5409	Shill@puyallupwa.gov
<p>- show roadway and sidewalk removal/restoration extents and detail SH C2 - there is currently a PSE pole and mailboxes in this area, show street restoration if cut, where is the service cabinet? it should be placed to accommodate future sidewalk SH C6</p>			
Public Works Water Review	Brian Johnson	(253)841-5442	BrianJ@PuyallupWA.gov
<p>- Civil C6: Install 3/4" DCVA behind existing water meter. Add City Standard detail 03.04.01 to this plan set. Call out size and material of private water service line.</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 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 https://www.cityofpuyallup.org/DocumentCenter/View/16622/Performance-Bond-51122-appvd-by-Legal for more information.	Engineering Division	Open
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 hours 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	Engineering Division	Open

Condition Category	Condition	Department	Condition Status
	https://www.cityofpuyallup.org/DocumentCenter/View/16621/CFG-Bond-101822-appvd-by-Legal for more information.		
Prior to Issuance	Must provide Contractor doing the work to be named on permit. Contractor must be registered with Washington State Labor and Industries AND have a valid City of Puyallup business license endorsement with Washington State Department of Revenue.	Development & Permitting Services	Resolved

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