



City of Puyallup

Engineering Division

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

www.cityofpuyallup.org

Permit Review Correction Letter

Permit Application #PRCCP20241229

December 17, 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
<p>- 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]</p> <p>- Detail C on C7 calls out gravel. Clarify reference. [CIVIL PLANS, Sheet C6]</p> <p>- This area is associated with the ADA parking space. Clarify where the temporary pickup/dropoff area is. Reserve striped area for ADA loading/unloading. [CIVIL PLANS, Sheet C6]</p> <p>- What is the elevation difference between this curb and the asphalt? Is an ADA curb ramp needed here or anywhere else? It is difficult to tell from the plans which curbs are flush with the parking lot. [CIVIL PLANS, Sheet C6]</p> <p>- Update status of storm pipe. Protect inlet during construction if exposed. [CIVIL PLANS, Sheet C6]</p> <p>- Pursuant to PMC 21.10.230 and 21.10.260 the existing pond shall be inspected to verify that the original depth and design are still existing as designed. Should deficiencies be discovered, restoration of the existing storm system (which is to be utilized for the new run off based on an existing storm plan) to previous engineered conditions will be required.</p> <p>- On Page 14 (20/87) of the storm report under task 4 the report states that every single Site Constraint category is 'not mapped'. Improve report and project knowledge by researching and defining areas of Site Constraints. Aquifer Recharge and Volcanic Hazard almost always apply</p> <p>- COST ESTIMATE: we will email a newly formatted version that is easier to use and print. We require that the off-site work, however minimal, is separated out so that we can calculate the amount of the Performance Bond for the sidewalk replacement. If the exact item is not pre-populated in the estimate sheet then include it under miscellaneous with a reasonable unit price.</p> <p>a. Also, verify number of ADA ramps. It is difficult to determine from the plans if the sidewalks have curbs or not. Portions of the ADA path transition from established walkways to proposed crossings of drive aisles.</p> <p>b. Remove Gravel Base, Top Course, and Class B Asphalt Concrete from ON SITE estimate. This private paving is not closely inspected by the city.</p> <p>c. Cannot locate proposed 16 LF of 12" PVC on plans</p> <p>d. Add Double Check Assembly to estimate. Specify size of assembly and water pipe on plans. If water pipe is less than 8 inches add under miscellaneous items and provide a reasonable unit price.</p> <p>e. On Site Sewer: Add clean out. Side sewer LF is closer to 15 feet.</p> <p>- For the Operations and Maintenance Manual, the format and content are acceptable, but the BMPs shall be pulled from the City's Stormwater Management Plan, Module 2 found here at this link: https://www.cityofpuyallup.org/2157/Operations-and-Maintenance . Include Appendix D: Annual Inspection Report. Include other Tables and Appendices from this page as needed.</p>			
Engineering Traffic Review	Bryan Roberts	(253)841-5542	broberts@PuyallupWA.gov
<p>- Civil permit application cannot be considered for approval prior to CUP acceptance/approval. The outcome of the CUP approval may require modifications to this permit.</p>			

Fire Review	David Drake	(253)864-4171	DDrake@PuyallupWA.gov
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- Conditional Use Permit PLCUP20240037 comments have not been addressed which will alter the Civil Plans. See below

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.

- 1. Auto-turn shows running over curbs in multiple areas. Remove the parking islands or shrink down to accommodate the fire apparatus.
2. Fire Lane width is required to be 26'.
3. Are the bleachers not being installed now? Parking is now encroaching into the fire lane. Is this one way now?
4. Complete prior corrections.

- Notes are duplicated for the following permits: PRCNC20220578, PRCCP20241229, PRCCP20241229, PLCUP20240037

- All site plans under each submittal need to match.
- The Civil Plans PRCNC20220578 do not show the bleachers, they instead show parking stalls.
- The Civil Plans PRCNC20220578 do not show the two south portables on all pages.
- The Auto-turn does not work for the campus. Remove all parking islands and spaces that interrupt the turning radiuses per previous discussions.
- Fire lane widths vary from site plan to site plan. Provide accurate representation of all fire lane widths that reflect the same width on all permits and pages.
- Certain site plans show parrel parking on the southside of the gym (parrel with fire lane) and certain site plans do now show the parking.
- In order to approve any Civil plans, the C.U.P. traffic issues will need to be rectified to insure the internal circulation does not get affected.

Planning Review	Nabila Comstock	(253)770-3361	NComstock@PuyallupWA.gov
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- 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.

- 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."

- Sight Distance standards. Adjacent to public rights-of-way and points of access, no fences or landscape material at maturity, shall exceed three (3) feet above the local finish grade within a clear sight triangle. Please spec plants that meet this standard and, please show the sight distance area on the plans.

- Landscape plan set should highlight retained trees, proposed trees, and trees proposed for removal based upon the associated arborist report.

- Integrate the Street Tree Installation Standards Table (page 25 of the VMS) into landscape plan sets.

Please observe required spacing standards, as outlined in the table, when preparing drawings. The city has required species mix requirements based on the quantity of street trees to be planted as a part of the project.

See section 12.6 of the VMS for more information. Some common species of trees are prohibited due to overuse and other reasons. Please check section 12.11 when specifying species to be planted. The city's policy is to plant the largest canopy tree for the rooting/overhead space available (section 12.4, VMS).

- Street tree soil requirements.

See section 8.2 of the VMS. Copy and paste the applicable section for street tree top soil and place on plans as requirement to meet the city standards. Root barriers, in accordance with city standards, are required for all street trees. A minimum of 8' of linear protection along the edge of the sidewalk adjacent to the street tree shall be provided, using a minimum 24" deep root barrier panels. See city standards #01.02.07 and #01.02.03 for further details. Please be aware of the following standards in the VMS and Public Works Engineering and Construction Standards (found here: www.cityofpuyallup.org/1445/100---Roadway) as they apply to street trees:

Integrate city standard detail 01.02.03 – root barrier detail.

Integrate city standard detail 01.02.07 – street tree planting detail.

Section 8.3 of the VMS requires (4") of organic compost mulch or wood chips.

Integrate city standard detail 01.02.08a – soil amendment and depth.

NOTE: Top soil placement/installation specs, depth and quality standards can be found in section 8.2 of the VMS.

- 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 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.

- The site plan, civil plans, landscape plans, and the bleacher application all show different site plans. The building square footage, landscaping, portables placement, proposed/existing parking, etc. are not consistent. Revise plans to ensure consistency between ALL documents associated with Cascade Christian and in all permit applications.

Parking needs to be accurate and consistent across ALL plan sets (CUP, Civil, Landscape plan set, Bleachers applications, etc.). These will all be reviewed for consistency.

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	Issuance of this permit is dependent upon Conditional Use Permit approval (PLCUP20240037).	Traffic Division	Open
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 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	A Clear, Fill and, Grade Bond must be received by the City of	Engineering	Resolved

Condition Category	Condition	Department	Condition Status
Issuance	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 https://www.cityofpuyallup.org/DocumentCenter/View/16621/CFG-Bond-101822-appvd-by-Legal for more information.	Division	
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