



City of Puyallup

Engineering Division

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

www.cityofpuyallup.org

Permit Review Correction Letter

Permit Application #PRCCP20241694

January 30, 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	Lance Hollingsworth	(253)770-3337	LHollingsworth@PuyallupWA.gov
<ul style="list-style-type: none"> - Coordinate with Kelton Parker, CIP PM, for final sidewalk/driveway design and include it in Plans as future "CIP improvements." Various utilities will be impacted by the improvements. [Civil Plans, C1] - Saddle manhole with solid lid. [Civil Plans, C4] - Provide water and sewer general notes. [Civil Plans, C9] - Provide existing hard surface area. [Site Plan, C1] - Impervious area information does not match storm report. confirm areas. [Site Plan, C1] - Developed sit hydrology areas differ from project overview areas. confirm correct areas. [Storm Report, Pg 4] - confirm new+replaced PGIS [Storm Report, Pg 5] - Minimum tree setback from storm/sewer pipes is 10 feet or 3 feet when root barriers are proposed. [LS Plan] - Landscape plan is 8.5x11. Provide a minimum sheet size of 24x36. [LS Plan] - trash enclosure location is farther north on civil plans. [LS Plan] - Revise title to be 13 elements. [SWPPP, Pg 3] - Supplement soil stabilization with COP standard 501.5. [SWPP, Pg 4] - Update construction schedule. [SWPPP, Pg 10] - Elevations do not align with WWHM elevation differences. Does the 48 need to be 50? Please confirm. [Civil Plans, C5] 			
Planning Review	Nabila Comstock	(253)770-3361	NComstock@PuyallupWA.gov
<ul style="list-style-type: none"> - Landscape plan set is blurry and not legible. Please reupload clear copy. - 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." - A minimum of 50 percent of the shrubs and ground covers used in projects under the requirements of the PMC and the VMS shall be native to the Puget Sound region. Please call out natives on the plant schedule for easy identification. - All deciduous trees shall be at least one (1") inch in caliper, preferably 1.5" or larger, and branched with a strong, central single leader. - Please spec the total quantity of plants and on-center spacing for all landscape areas. Type III landscaping for interior 			

property lines and Type II for front yard.

- 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.

- The City's Vegetation Management Standards Manual (VMS) outlines specific treatment "types" that are required to be adhered to, dependent upon the yard area the landscaping is located within. See the VMS, sections 13 and 14 for full details. The VMS can be downloaded here: <https://www.cityofpuyallup.org/puyallupvms>

- Street tree soil requirements.

See section 8.2 of the VMS.

Copy and paste the applicable section for 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.

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.

For new construction, cut and paste ALL of section 8.2(b) of the VMS into the planting notes/details of the final landscape plan sheets.

Integrate the Street Tree Installation Standards Table (page 25 of the VMS) into plan sets. Please observe required spacing standards, as outlined in the table, when preparing drawings.

**Public Works Water
Review**

Brian Johnson

(253)841-5442

BrianJ@PuyallupWA.gov

- Civil C9: This calls for a dual water service with 1-inch water meters. A 1-inch dual service has 5/8-inch meters, not 1-inch. This dual service should have a single service line instead of two as shown. The single water service should also have a 5/8-inch meter. Meters should be placed at back of sidewalk.

- Civil C9: This calls for a dual water service with 1-inch water meters. A 1-inch dual service has 5/8-inch meters, not 1-inch. The single water service should also have a 5/8-inch meter. Meters should be placed at back of sidewalk.

- Civil C9: Relocate hydrant to back of walk to get it out of the sidewalk.

- Civil C9: The City Water Division has upgraded the water main on 12th St SE, so the layout is different than shown. Our development review engineer will send a PDF showing the new water layout.

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 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 https://www.cityofpuyallup.org/DocumentCenter/View/16621/CFG-Bond-101822-appvd-by-Legal 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