



City of Puyallup

**Planning Division**

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www.cityofpuyallup.org

April 06, 2023

Azure Green Consultants  
 409 E PIONEER  
 PUYALLUP, WA 98372

DEVELOPMENT REVIEW TEAM (DRT) LETTER	
DRT #	1
PERMIT #	PLPSP20220152
PROJECT NAME	Bell Place Apartments - 5 Story Building
PERMIT TYPE	Preliminary Site Plan
PROJECT DESCRIPTION	Proposed five (5) story, 89-unit multi-family residential development proposal. Project is located in the RM-CORE (high density residential) zone district. Bedroom totals; 18 studios, 48 one-bedroom units, 15 two-bedroom units, eight three-bedroom units. Project will include street improvements, landscaping, off-street parking (89 stalls), recreational amenities for residents, storm water controls, and utility connections. The project will require architectural design review approval by the Design Review Board.
SITE ADDRESS	204 4TH ST SW, PUYALLUP, WA 98371;
PARCEL #	5745001631; 5745001632; 5745001641;
ASSOCIATED LAND USE PERMIT(S)	
APPLICATION DATE	October 12, 2022
APPLICATION COMPLETE DATE	October 19, 2022
PROJECT STATUS	<b>Active Development Review Team (DRT) review case – resubmittal required.</b> Please address review comments below and resubmit revised permit materials and by responding in writing to the remaining items that need to be addressed.
APPROVAL EXPIRATION	<b>N/A</b> – Active permit application, not approved

CONDITIONS	<p><b>Active permit application, not approved;</b></p> <p>Pursuant to PMC 20.11.022 regarding inactive applications, any and all pending land use applications or plat applications shall be deemed null and void unless a timely re-submittal is made to the City within 1 year of issuance of this Development Review Team (DRT) comment letter.</p> <p>DRT review letters typically identify requested corrections, studies or other additional required pieces of information necessary to demonstrate conformance with the City’s adopted development standards and codes.</p> <p>Subsequent applicant re-submittals shall make a good faith effort to respond to each request from this letter in order for the application to remain active.</p> <p>The failure to provide timely responses or lack of providing the requested material(s) within the 1-year window following DRT comment letter issuance shall be grounds for expiration, thus deeming the pending application null and void with or without a full or partial refund of application fees.</p>
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**HOW TO USE THIS LETTER**

This review letter includes two sections: **“Action Items”** and **“Conditions”**.

The **“Action Items”** section includes all items that the applicant must address to comply with the Puyallup Municipal Code (PMC) and city standards. Items listed in under **Action Items** require a resubmittal under this permit for further review by the Development Review Team (DRT); your application is not approved. Please make those updates to the proposed plans and resubmit for review. Please include a response letter outlining how you have revised your proposal to meet these items for ease of plan check by DRT members.

The **“Conditions”** are items that will govern the final permit submittal(s) for the project. Please be aware that these conditions will become conditions of the final permits and/or recommendations to the Hearing Examiner, if applicable.

If you have questions regarding the action items or conditions outlined in this letter, please contact the appropriate staff member directly using the phone number and/or email provided.

## ACTION ITEMS

**Planning Review** – Rachael Brown; (253) 770-3363; Rnbrown@PuyallupWA.gov

- **CULTURAL RESOURCES:** The city has received two comment letters from tribal agencies requesting on site cultural resource survey at the land use or civil review phase due to a high probability area for encountering cultural resources. This will be a condition of approval.
- **BUILDING ACCESS:** Police have provided specific feedback as follows. Staff is requesting modifications to the garage access consistent with this feedback to ensure conflicts with police service at the station are addressed and mitigated. The applicant shall revise the garage entrance location to Meeker frontage, consistent with Traffic Engineering and city standards: "Our main concern remains the location of the driveway to the parking garage of Bell Place. Their driveway would be directly across from the entrance to the police parking lot and the entrance to the Sally Port, the Puyallup Jail drive-in garage. We are concerned about the congestion at the key point as it may delay emergency vehicles getting into the facility. There is a frequent response to the Puyallup Jail by the Fire Department and medic rigs as they routinely respond for emergency medical care for the inmates in our facility (52 bed capacity). We are also concerned about the loss of on-street parking spots in the police parking only zone on the west side of 4th ST SW. That area is a regularly used space for parking Jail transport vans and occasionally the police department Mobile Command Post. There are supply and food delivery trucks that double park in that area of 4th ST SW to offload pallets as well, several times a week. If we had recommendation, it would be for them to have the entrance on Meeker. Deputy Chief Dave McDonald, Puyallup Police Department"
- **SITE PLAN: 20.25.020 Property development standards – RM zones. (9) Maximum lot coverage by percentage of net lot area – 90%. Please provide calculations that show this standard is being met.**
- **SITE PLAN: 20.25.020 Property development standards – RM zones. (13) Minimum landscaped area by percentage of net lot area for attached units 10%. Please provide calculations that show this standard is being met. Rooftop gardens could apply. If rooftop garden space is provided, and the landscaped areas are part of a green roof (LID storm facility), a 10% off street parking reduction may apply**
- **SITE PLAN: 20.25.020 Property development standards – RM zones. (16) Private open space per upper story dwelling unit dimensions (on east, west and south elevations). Please show on floor plans how this standard is being met.**

- SITE PLAN: 20.25.0215 Front yard and side-street setback in RM-Core zone and RM-20 zone when in downtown planned action area.
  - (1) Ten-foot minimum setback.
  - (2) Five-foot minimum setback, subject to the following requirements:
    - (a) Entrances serving single units shall have either a minimum 50-square-foot outdoor entrance landing or an entrance threshold that is at least seven inches above the abutting sidewalk level.
    - (b) Entrances serving multiple units shall have an outdoor entrance landing that is at least 50 square feet per unit served by said entrance or 100 square feet, whichever is less.
    - (c) Entrance landings are at least three feet higher than the elevation of the street or street sidewalk level and do not extend into the required setback.
    - (d) Entrance steps may extend into the required setback to give visual emphasis to entries and to connect entrance landings with the right-of-way sidewalk.
    - (e) The area between the front or side-street lot line and the building shall be landscaped with a mixture of shrubbery and trees sufficient to achieve 75 percent ground coverage within a three-year period. At least 20 percent of the vegetation necessary to achieve required coverage shall consist of deciduous and/or evergreen trees. (Ord. 3193 § 1, 2019; Ord. 3172 § 1, 2018; Ord. 2851 § 4, 2006).

Building entrance shown on the site plan and the elevation plan does not match what is shown on the landscape plan. The landscape plan shows a building entrance on the southeast corner of the building with a 115 sq ft entrance landing and a second entrance on the northwest corner with a 120 sq ft entrance landing. The site plan and elevation show the secondary entrance in the northwest corner however the primary entrance is shown from 4th St SW (east elevation) near the elevators and stairwell. We cannot count the area in front of a roll up door for the trash service to count toward the entrance requirements – a more pedestrian oriented plaza space serving the NW corner stair well access is needed. CPTED needs to be considered for this entrance and the trash service aisle – please provide a response as to how this area is designed with CPTED in mind.

Please show consistency between the site plan, elevations, and landscape plans and demonstrate how the above standard is being met. The angled entrance shown on the landscape sheets is preferred and will allow for the Pioneer and 4th frontages to be allowed to use the five foot setback provision for those sides of the building.

Street frontages without a building entrance meeting the standards of the five-foot minimum setback requirements must have a 10' setback. Portions of the building on Pioneer appear to be proposed at a zero lot line.

- SITE PLAN: For the west side of the development, special attention needs to be provided to scaling the development to the lower single story structures to the west. An additional landscaped setback (such as a narrow outdoor garden space or dog run) and additional setbacks and bulk reduction/modulation on upper floors of west side of the structure are anticipated to be needs to incorporate into the site and architectural design. See section 3.2.B of the DDGs. On the ground floor, standard parking stalls of 20' depth are shown along the west wall of the garage – 15' stalls would allow additional open space to the west landscape yard outside of the garage
- PARKING: 20.55.011 Number of parking spaces required – Downtown planned action area.

Within the downtown planned action area, the following minimum parking standards shall apply except where joint use of parking is permitted pursuant to PMC 20.55.050. (1) Dwellings, multiple-family, including apartments, condominiums, duplexes and townhouses: one parking space per dwelling unit.

Staff review: It is unclear how many units are in the proposed development as the floor plan for level 3 has not been provided. Please include the level 3 floor plan with resubmittal.

- TRANSIT: City staff has reached out to Pierce Transit Planning Dept. for feedback – covered shelters are warranted at the existing stop locations (2) which are located one block east (on the north AND south side of Pioneer at 3rd Street) – this development will impact that stop locations further by drawing additional ridership. The applicant would be responsible to install covered shelters at those locations. Possible replacement of panels off site to accommodate concrete thickness for bolt hardware may be required. Exact placement will need to be reviewed at civil stage (off-site) based on available ROW and sight distance/loading areas
- STREET TREES AND FRONTAGE ZONE: Integrate 18' of pedestrian street frontage requirements on West Pioneer per city standards for arterials. Standards for arterials is 10' planter + 8' walk, we have been modifying the standard in downtown on other projects to be an 18' walk with 6'x 10' street tree boxes next to curb line for downtown developments. The Meeker and 4th Street frontages need to include a 12' walk with 6' x 10' street tree boxes. Two (2) benches and two (2) bike rack loops shall be provided on the Meeker frontage and two (2) benches and two (2) bike rack loops on the Pioneer frontage are required. Street benches shall be the following model, (the full back model with arms): <https://www.landscapeforms.com/en-us/product/Pages/Parc-Vue-Bench.aspx> . For bike rack loops, this model: <https://www.landscapeforms.com/en-US/product/Pages/Key-Bike-Rack.aspx> . Pedestrian scaled street lighting shall be provided in the ROW consistent with city standard detail 01.05.08, one per 50' linear feet, in addition to city standard street lighting.
- LOT COMBO: Required prior to building permit. Apply for a lot combination through city DPS.
- DESIGN REVIEW: See the attached design review spreadsheet. When resubmitting, respond under PLDDG20220153. The review is consolidated here.

**Fire Review** - David Drake; (253) 864-4171; DDrake@PuyallupWA.gov

- 1. Provide Riser Room, FDC, PIV, and Fire Hydrant locations on plan. FDC and PIV will not be allowed on 4th Street.
- 2. Depending on location and design, the FDC, and PIV may be approved on building. The first floor would be required to be non-combustible. No openings would be allowed by either except for Riser Room door. This area needs to be designed so it cannot be blocked by street parking.
- 3. A dedicated Fire Hydrant is required for the FDC and needs to be within 10-15' of FDC.
- 4. A Loading zone is required for Emergency services, move ins, and delivery's per the pre-application meeting.
- 5. W Meeker will be required to have an emergency turn-in zone, with a minimum 75' designated for emergency access. This area can also be used for loading, unloading, and deliveries to keep the streets clear.

**Engineering Review** - Jamie Carter; (253) 435-3616; JCarter@puyallupwa.gov

- **STORM**
  - The "direct discharge" that is enabled by the Planned Action SEPA effectively allows the applicant to utilize the TDA Exemption to Flow Control Exempt Receiving Waters provided by the manual (I-3.4.7). Without a properly sized, man-made conveyance system in between the project and the exempt receiving water, there is no way to support a direct discharge. As discussed, if the City Stormwater CIP project (ST-2) that serves this particular development has project elements secured, such as: viable funding options, design work completed, and a tentative schedule, then the city would be comfortable with moving forward with no on-site detention system. Should the City's project be delayed or otherwise not built, then the applicant would be responsible for complying with the manual through their own design. Recognizing that this could delay or alter the project significantly, the city will work closely and communicate openly with this and other developers in the basin. Part of the plan is to have developers that can benefit from the system through the TDA exemption "buy in" to the project at a pre-negotiated rate that is commensurate with the size and impact of the development. To this end the City Council has made this Capital Improvement project a priority for the near future. It is our intent to have this issue resolved before the end of this Preliminary Site Plan process.
  - R-tank system not reviewed. The city is reasonably confident that this type of system will not be installed. If that is incorrect, then a thorough review of the R-Tank system will be performed during the 2nd submittal of the Preliminary Site Plan.
  - The sidewalks adjacent to the project range from fair to poor in condition. The city is assuming that all of the sidewalks will be redesigned and replaced. These offsite improvements will trigger Minimum Requirements 1-5, but the project is working to become flow control exempt. State in report what the new plus replaced is triggering (1-5) and then explain why the project will be flow control exempt.
    - o Include all impervious frontage in the threshold determination. New + replaced are part of the threshold determination.
  - Ensure that all refences are changed to and the design itself is compatible with the 2019 version of the Storm Water Management Manual for Western Washington.

- ACCESS
  - Highly suggest revising the garage entrance to be on W Meeker Ave in order to avoid conflicts and congestion resulting from the Police Department activity that is pervasive on 4th St SW. This change will require revisions to the traffic scoping memo.
  - A Preliminary Site Plan should include 'Proposed traffic access, circulation and paved areas'. Much of this is included but ensure that the following have been addressed: dimensions of parking stalls, aisles, driveways, and sidewalks; show type of pavement; show wheel stops and curbs; show provisions for handicapped parking and ADA access and ADA ramps.
  
- ILLUMINATION
  - A Preliminary Site Plan should include proposed lighting if applicable to the project. Review the illumination standards and include draft hardware specifications and locations for street lighting.
  
- WATER
  - Fire flow requirements will likely trigger the upsizing of the 1923 4-inch cast-iron water main in W Meeker to an 8-inch ductile iron pipe. If this upgrade is not made, then the fire suppression system is recommended to be installed from the 10-inch cast iron pipe in W Pioneer Ave.
  - According to the Downtown Puyallup Planned Action Mitigation Document the water main in W Pioneer Ave is slated for replacement by the city in 2036 (Water Main Replacement Project Number D-20). It is currently a 10-inch cast iron pipe, and a 12-inch DI pipe is specified by the replacement project. Connection to this water main may trigger upgrades to the water system.
  
- SEWER
  - The City's preference would be for the sewer to connect to the public system within W Pioneer Ave. This pipe and the other possible candidate on W Meeker Ave are both vitrified-clay pipes that are approximately 75 years old. Should the contractor be unable to connect to these mains properly due to their age, then the project will be responsible for upgrades to the system that will enable the connection to be made and retain the integrity of the system.





- Please see Chris Beale's comments for half-street improvement requirements. Frontage design will require an Alternative Methods Request (AMR). Please show detailed dimensions on half-street improvements including all necessary ADA wheelchair ramp improvements.

Show face of curb offset from ROW centerline.

Per engineering standard 101.8 (Sidewalks), multifamily residential requires a minimum sidewalk width of 8ft.

Curb radius shall be 25ft at adjacent intersections.

Show existing curb/gutter on W Meeker (north of project and east of 4th St SW)

During Civil review, 5th St SW will require striping modification to allow SBL turn pocket/TWLTL at W Meeker.

Per direction of Puyallup PD, access must be relocated to W Meeker

Existing NO PARKING restrictions on 4th St SW and W Pioneer will remain.

Show details of Emergency turn-in/loading zone on W Meeker (see Fire comments for more details). Remaining on-street parking area will maintain existing 4HR parking restriction.

Show preliminary locations of City standard streetlights City standard Street lighting @150ft spacing.

How details on how refuse truck will access garbage/compactor. Will need to coordinate with service provided on preferred design location.

A 30-foot commercial driveway will be required for site access.

Need to provide enough queue storage so vehicles are not blocking sidewalk or W Meeker when waiting for garage door to open.

Provide detailed sight distance analysis at driveway location & W Pioneer/4th St SW & W Meeker/4th St SW per City standards. Identify any obstructions that may impact entering sight distance triangle.

As reflected in the traffic scoping worksheet, a high number of pedestrians will be accessing the nearby rail station. Its possible off-site pedestrian improvements will be necessary.

#### Traffic Scoping Comments

Traffic scoping worksheet needs to be updated to reflect W Meeker access.

Coordinate with the City Traffic Engineer on the scope of the TIA

## CONDITIONS

### **Development & Permitting Services** - Janelle Montgomery; 2537703328;

JMontgomery@PuyallupWA.gov

- General: Building plans will need to be complete with all building, mechanical, plumbing, energy code items and accessibility requirements that apply to project. Provide calculations for all building statistics upon submittal to support construction type, height, and allowable area calculations. Plans will need to be per the applicable codes 2018 adopted February 1, 2021 for all permits.

Provide all truss specs with building permit application.

Clearly define all fire rated assemblies on the plans with supporting U.L. assembly details.

Provide Life Safety plan with all travel distance clearly defined.

Electric Vehicle Charging Infrastructure are required in place for charging stations per IBC section 429 Washington State amendments for occupancy R-2 and will need to be shown on the plans.

Accessible parking and access to the public way will be required. For all accessible requirements the City adopted the 2018 IBC / WAC 51-50 and the ICC A117.1-2009 standard.

\*\*\*Include in the parking calculations handicap stalls and Electric Vehicle Charging stations.

Reflect locations on parking plans with a minimum one EV required to be handicap accessible.

Indicate on plans the type A and B units and all specific details on the plans.

All electrical is permitted by the Washington State Department L & I.

Please reach out to me if I can answer any other questions in relationship to Building code items for this project. No other Building items at this time.

### **Planning Division** - Gabriel Clark; 2537703330; GClark@puyallupwa.gov

- General: Sign Posted On Site must be provided.

### **Planning Division** - Gabriel Clark; 2537703330; GClark@puyallupwa.gov

- General: Signed Affidavit must be provided.

### **Traffic Division** - Bryan Roberts; 2538415542; broberts@PuyallupWA.gov

- General: Traffic Impact fees (TIF) will be assessed in accordance with fees adopted by ordinance, per PMC 21.10.

Impact fees are subject to change and are adopted by ordinance. The applicant shall pay the proportionate impact fees adopted at the time of building permit application.

Park impact fees shall be charged per new dwelling unit based on its size. Fees are assessed in accordance with fees adopted by ordinance, per PMC 21.10

School impact fees shall be paid directly to the school district in accordance with adopted fee

at the time of collection by the District.

Per Puyallup Municipal Code Section 11.08.135 the applicant/owner would be expected to construct half- street improvements including curb, gutter, sidewalk, roadway base, pavement, and street lighting. Any existing improvements which are damaged now or during construction, or which do not meet current City Standards, shall be replaced.

At the time of civil permit review provide a separate street lighting plan sheet for the City to review.

Streetlight design shall provide the following:

- i. Provide details on how streetlights will be powered.
- ii. Location of conduit runs.
- iii. Wiring Schedule
  1. Conduit size and type for each raceway
  2. Conductors details
- iv. Pole schedule
  1. STA & offset for each luminaire
- v. Show location of junction boxes

Sincerely,  
Rachael N. Brown  
Associate Planner  
(253) 770-3363  
RNBrown@PuyallupWA.gov