



City of Puyallup

Planning Division

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May 01, 2023

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DEVELOPMENT REVIEW TEAM (DRT) LETTER	
DRT #	2
PERMIT #	PLCUP20220128
PROJECT NAME	Puyallup School District Kessler Center Parking Lot Expansion
PERMIT TYPE	Conditional Use Permit
PROJECT DESCRIPTION	The Puyallup School District intends to convert the newly acquired vacant 4.5 acre parcel at APN 0419043115 to a parking lot to accommodate the small bus fleet from the Downtown School District Campus (approximately 60 vehicles) and provide additional parking for the bus drivers who currently report to the Downtown Campus.
SITE ADDRESS	1501 39TH AVE SW, PUYALLUP, WA 98373;
PARCEL #	0419043115; 0419043117;
ASSOCIATED LAND USE PERMIT(S)	P-21-0132
APPLICATION DATE	August 08, 2022
APPLICATION COMPLETE DATE	August 12, 2022
PROJECT STATUS	Active Development Review Team (DRT) review case – resubmittal required. 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	N/A – Active permit application, not approved

CONDITIONS	<p>Active permit application, not approved;</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

Engineering Review - Anthony Hulse; (253) 841-5553; AHulse@PuyallupWA.gov

- Provide the WHMM calculation printout to show that the infiltration trenches are feasible, infiltrate 100% and meet the flow control standard.
- Provide an agreement from the owners of 1201 39th Ave SW, that the overflow of the infiltration trenches can be conveyed to the existing pond. [Civils, pg 6]
- Revise the WWHM calculation for the infiltration trench. Provide further information from the Geotech that a corrected infiltration rate of 5in/hr is appropriate for the location of the infiltration trench. The most recent geotech report referenced corrected rates of 1.1 and 2.5 in/hr respectively for infiltration tests 3 and 4.
- The information presented on page 29 and 30 of the drainage report is not legible. [drainage plan, pg 30]
- Provide a sheet index for the site plan. [site plan, pg 1]
- Provide the survey datum being used. NAVD 88 is city standard. [site plan, pg 2]
- Show the phased approach within the site plan sheets. Be sure to include the draft easement, overflow, fencing, etc. [site plan, pg 1]
- Show the new location of the overflow and easement to the west as discussed with the city 2.7.23 [site plan, pg 9]
- List #1 is for projects proposing 2,000-5,000SF of new plus replaced hard surfaces (NPRHS). Projects proposing to exceed 5,000SF or more of NPRHS, must meet List #2, #3 or the low impact development performance standard. Additionally, it does not appear that the project is meeting the intent of the Ecology manual for MR 5. Bioretention is not being used for infiltration for MR 5, but rather for treatment for MR 6. Choosing to meet the LID performance standard would eliminate this conflict. [drainage plan, pg 11]
- Provide a basin map within the preliminary drainage report showing the pre-developed and post-developed land-uses. Also include a table breakdown depicting impervious and pervious areas in acres [drainage report, pg 68]
- The geotech report on page 77 of the report mentions to use a design infiltration rate of 1.1 inches per hour. Update the calculation and/ or provide reasoning as to why 5 inches per hour was used for the WWHM modeling. [drainage report, pg 77]
- Provide figure III-1.1 Runoff Treatment BMP Selection Flow Chart within the drainage report. [drainage report, pg 12]
- How come the LID report doesnt show a check mark for the "Used for Treatment" column for the bioswales? [drainage report, pg 94]
- FYI for the phased approach, the project may apply for a clear fill and grade permit to grade the site flat and install the overflow from the theoretical parcel A. The school district will need to own this property, prior to applying for this permit application. Additionally, the overflow pipe must be sized appropriately for the theoretical build out conditions. Be sure to include the theoretical hard surfaces to ensure the pipe is not undersized. See city design standard 204 for storm pipe conveyance system sizing. [site plan, pg 1]
- Show the square footage of the parcel to be acquired. [site plan, pg 10]
- Show the existing easement for this storm line [site plan, pg 9]

Engineering Traffic Review - Bryan Roberts; (253) 841-5542; broberts@PuyallupWA.gov

- Per previous comment, fix drive isle alignment at this location. This design creates unnecessary obstruction/hazard within primary access point. AASHTO Passenger Car shown for reference. [CUP Site Plan C3-30]
- Per previous comment, remove all trees / shrubs located at the SE corner of parcel to improve sight distance for Costco drive isle. Confirmed with Planning Dept that vegetation can be removed. Place note on site plan & landscaping sheets requiring removal. [CUP Site Plan C3-30]
- Re-align fence away from Costco Drive Isle (green) [CUP Site Plan C3-30]
- AutoTurn needs to show parking layout/design in this area [CUP Site Plan C1-50]
- Coordinate with David Drake (Fire) if AutoTurn should include southern parking area [CUP Site Plan C1-50]
- Show inbound + outbound AutoTurn [CUP Site Plan C1-50]
- Show parking layout here [CUP Site Plan C3-30]
- Remove tree to improve sight distance at skewed intersection [CUP Site Plan C3-30]
- Access easement at this property corner. This easement would allow for possible future re-alignment of the Costco Drive Isle (substandard geometry). Access easement would not allow proposed parking lot to access 14th St SW (or Costco property). This would allow for "possible" realignment of substandard private access. These possible improvements would not be the responsibility of the district. [CUP Site Plan C2-101]
- Trip generation assumptions are approved. [CUP Traffic Scoping]
- 9th St SW & 39th Ave SW [CUP Traffic Scoping]
- 14th St SW & 39th Ave SW [CUP Traffic Scoping]
- 17th St SW & 39th Ave SW [CUP Traffic Scoping]
- 40% @ south leg of 17th/39th is too high for employee/bus trips. 20% is more likely. Please update trip distribution/assignment accordingly. [CUP Traffic Scoping]
- Line of sight distance not relevant. These two sites are 11 minutes apart (without congestion). [CUP Traffic Memo]
- The additional vehicle trips at the South Hill campus will have localized impacts (completely isolated from the DOC site).

The existing DOC site will retain it's vested vehicle trips and will be able to use for credit against future development on this parcel.

[CUP Traffic Memo]

- Traffic analysis
 - City can provide signal timing for signals within study area.
 - Need to measure existing queue lengths at study intersections

- Delay analysis shall account for unserved demand where applicable. Please reference the 2020 ITE Creasey article.
- use 3% annual growth rate (3 year horizon).
- The operational analysis at 17th St SW & 39th Ave should evaluate existing NB/SB channelization. Analysis needs to evaluate SBL & NBL turn pockets.
- report 95th percentile queuing & approach delay.

CONDITIONS

Engineering Division - Bryan Roberts; 2538415542; broberts@PuyallupWA.gov

- Standard Conditions: 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.

Planning Division - Rachael N. Brown; 2537703363; RNBrown@PuyallupWA.gov

- Significant Tree Removal: Tree risk assessment listed 16 significant trees as healthy enough for retention. Any of these trees that are located in planned or required landscape areas shall be retained. Those trees planned for retention shall be shown on the final civil plans with a tree root protection zone shown around each tree. The trees shall be protected during construction per the City's Vegetation Management Standards Manual.

Planning Division - Rachael N. Brown; 2537703363; RNBrown@PuyallupWA.gov

- Standard Conditions: All portions of a lot not devoted to building, future building, parking, access drives, walks, storage or accessory uses shall be landscaped in a manner consistent with the requirements of PMC 20.58

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.

Per Puyallup Municipal Code Section 11.08.135 the applicant/owner would be expected to construct half- street improvements (if triggered) 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.

Sincerely,

Rachael N. Brown

Associate Planner

(253) 770-3363

RNBrown@PuyallupWA.gov