


# Memorandum

**TO:** Rachael N. Brown  
**PROJECT NO:** 2022-002  
**PROJECT NAME:** South Hill Support Campus Improvements – phase 1

**DATE:** 01.24.2023  
**FROM:** JMJ Team  
**SUBJECT:** CUP Review Comment Response  
**Permit #:** PLCUP20220128

The following is the Design Team’s response to the CUP Review comments received on 12/02/2022 via email from Rachael N. Brown:

Discipline	Review Comment	Response
<b>Planning Review</b>		
Landscape	<ul style="list-style-type: none"> <li>Additional submittal item required: Existing trees on the site which are larger than 15” in Diameter at Breast Height (DBH) are considered to be ‘significant trees’ and must be retained, where possible. If your site includes any significant trees, then you must include a tree risk assessment completed by a certified arborist and provided with your land use application and civil construction permit landscape plan</li> </ul>	<ul style="list-style-type: none"> <li>See arborist report prepared by Alan Haywood – Arborist &amp; Horticulturist, LLC on August 12, 2022 for assessment information.</li> </ul>
Landscape	<ul style="list-style-type: none"> <li>Bus parking lot to the north is missing required type IV landscaping for parking areas. (site plan, sheet C3-302)</li> </ul>	<ul style="list-style-type: none"> <li>Per 2022 VMS manual update, this is a storage area, is not striped, and 10% of paved area is landscaped to the west and north as shown on L1.00</li> </ul>
Electrical / Civil	<ul style="list-style-type: none"> <li>Where electric vehicle charging stations are provided in parking lots or parking garages, excluding garages in single-family residences, accessible electric vehicle charging stations shall be provided according to the ratios shown in the table 20.56.030 (2). See this code section for specific design instructions for accessible EV stalls.</li> </ul>	<ul style="list-style-type: none"> <li>10% of parking spaces =12 locations. 1 accessible parking included in the 12 total.</li> </ul>
Electrical	<ul style="list-style-type: none"> <li>Provide level of EV charging station anticipated. Review PMC 20.56 for regulations for EV charging stations. (site plan, sheet C3-302)</li> </ul>	<ul style="list-style-type: none"> <li>Per WAC 51-50-0429, 10% of parking spaces have infrastructure installed for future electric vehicle chargers. 119 spaces equal 12 stalls.</li> </ul>
Landscape	<ul style="list-style-type: none"> <li>Change bio-retention swale landscaping to type SLD-02 landscaping in storm water control facilities. All bio-retention swales on site must follow SLD-02 landscape standards. SLD-02 standards can be found in City Vegetation Management Standards Manual (VMS) pg 44 (landscape plan, Sheet L1.00)</li> </ul>	<ul style="list-style-type: none"> <li>This project is meeting the standards of SLD-02 in the following ways:               <ul style="list-style-type: none"> <li>Native and climate adaptable plant material that will provide 100% ground cover and 75% visual cover within 5 years</li> <li>-no turf lawn</li> <li>Groundcover spacing at 18” o.c.</li> <li>Shrub spacing at 5’ o.c.</li> <li>Native deciduous tree</li> <li>Native, wildflower-rich vegetation</li> <li>Native evergreen tree</li> </ul> </li> </ul>

Civil	<ul style="list-style-type: none"> <li>All new and replaced utility lines must be located outside of required landscape beds unless it can be demonstrated that no other feasible alternative exists. See VMS Pg. 25</li> </ul>	<ul style="list-style-type: none"> <li>The only line that is underneath a landscape bed is the overflow line which has been placed there in agreement with Costco as well as to maintain the discharge point into the existing Costco pond to the north of the site.</li> </ul>
Landscape	<ul style="list-style-type: none"> <li>Erosion control grass seed mix only permitted where necessary to stabilize steeply sloped areas. All other landscaping areas that are not covered by buildings or pavement shall be landscaped using appropriate shrubs, ground covers and trees. Landscaping shall be sufficient to achieve 75 percent coverage within a three-year period (landscape plan, sheet L1.00)</li> </ul>	<ul style="list-style-type: none"> <li>Slopes 3:1 or steeper have been seeded with an erosion control mix. All other areas have been landscaped.</li> </ul>
<b>Building Review</b>		
Civil / Electrical	<ul style="list-style-type: none"> <li>Must show all additional accessible parking spots as defined in the IBC along with WA. ST. amendments. Also there is going to be a big change in the requirements for electrical charging stations effective July 1, 2023 per WAC 51-50-0429. So may want to do the design to reflect those new requirements if submitting for a permit after that day</li> </ul>	<ul style="list-style-type: none"> <li>Confirmed. The plans will reflect the existing accessible parking spots to show we are meeting the minimum requirements with the additional parking lot. See Sheet C1-201 for Existing ADA Stall Count.</li> <li>10% designated EV stalls with 1 accessible as indicated on sheet E1.01.</li> </ul>
<b>Fire Review</b>		
Civil	<ul style="list-style-type: none"> <li>Must comply with International Fire Code provisions adopted by the State and City of Puyallup</li> </ul>	<ul style="list-style-type: none"> <li>Noted. This project will comply with the International Fire Code.</li> </ul>
<b>Engineering Review</b>		
Civil 	<ul style="list-style-type: none"> <li>As of 7/1/22, the City has adopted the 2019 Ecology Manual. Please update the references in the preliminary storm plan from 2014 to 2019. See page 10, 11, 12, etc of the report.</li> </ul>	<ul style="list-style-type: none"> <li>Confirmed. The Storm Plan has been updated to reference the 2019 Ecology Manual.</li> </ul>
Civil	<ul style="list-style-type: none"> <li>Provide the WHMM calculation printout to show that the infiltration trenches are feasible, infiltrate 100% and meet the flow control standard.</li> </ul>	<ul style="list-style-type: none"> <li>Confirmed. WHMM modeling for the infiltration trenches have been added to show that it infiltrates 100%. See Appendix C of the Storm Report.</li> </ul>
Civil	<ul style="list-style-type: none"> <li>The adjacent site to the west determined relatively infeasible soil rates for shallow infiltration. Moderate infiltration was present in the Vashon advance outwash. The Geotech report mentions “locating and constructing infiltration trenches with a variable base depth can be challenging and additional subsurface exploration and infiltration testing will be required for facilities planned in Vashon advance outwash”. Provide further justification regarding the feasibility of shallow infiltration feasibility with additional testing. Ensure the test pit is proposed at the proposed elevation of the infiltration trenches.</li> </ul>	<ul style="list-style-type: none"> <li>Per our discussion and receiving further information from the Geotech the stormwater has shifted to medium infiltration along the east side of the site where the Vashon Advanced Outwashed is approximately 12’ in depth and has a corrected infiltration rate of 5 in/hr.</li> <li>This information can be found in the Geotechnical report, attached with this submittal, on page 21.</li> </ul>
Civil	<ul style="list-style-type: none"> <li>Provide the WHMM modeling calculation for the sizing of the bioretention facilities</li> </ul>	<ul style="list-style-type: none"> <li>Confirmed. WHMM modeling for the bioretention facilities has been added to the</li> </ul>

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		Storm Report. See Appendix C of the Storm Report.
Civil	<ul style="list-style-type: none"> <li>Provide the WWHM modeling calculations showing the project meeting the flow control requirements of the Ecology manual</li> </ul>	<ul style="list-style-type: none"> <li>Confirmed. WWHM Modeling calculations showing the project meeting flow requirements has been added to the Storm Report. See Appendix C of the Storm Report.</li> </ul>
Civil	<ul style="list-style-type: none"> <li>What is the proposed phase 2 of the project proposal?</li> </ul>	<ul style="list-style-type: none"> <li>This language has been updated to remove any mention of a future phase</li> </ul>
Civil	<ul style="list-style-type: none"> <li>Coordinate with Costco regarding re-directing the stormwater flows from the cul-de-sac to the east to the catch basin to the east. This stormwater will be directed towards Costco’s private pond rather than bypassing through the proposed parking lot. This coordination may require an agreement between the City of Puyallup and Costco. Provide a narrative regarding this cul-de-sac stormwater discharge during the next submission (civils, pg. 6)</li> </ul>	<ul style="list-style-type: none"> <li>Upon further examination this was deemed infeasible as existing grades and catch basin rims and inverts do not allow the stormwater to be rerouted to the east. The cul-de-sac would need to be reconstructed and raised for this to work. The stormwater generated from the run-off will continue through a bypass line on the South Hill site and into the Costco Pond, which was designed to pick this up.</li> </ul>
Civil	<ul style="list-style-type: none"> <li>Provide an agreement from the owners of 1201 39<sup>th</sup> Ave SW, that the overflow of the infiltration trenches can be conveyed to the existing pond. (Civils, Pg. 6)</li> </ul> <div style="border: 1px solid blue; padding: 5px; margin-top: 10px;"> <p>This comment to remain as it has not been addressed.</p> </div>	<ul style="list-style-type: none"> <li>A reciprocal stormwater easement for the stormwater overflow system is being developed between Costco and the Puyallup School District that will allow for infiltration overflow to be conveyed to the existing pond. The agreement will be provided to the City once executed. See Civil sheet C2-101 for easement location.</li> </ul>
Civil	<ul style="list-style-type: none"> <li>Remove this sheet, it appears to be duplicate of sheet 2 with less information. (Civils, pg. 1)</li> </ul>	<ul style="list-style-type: none"> <li>Confirmed. Pg. 1 of the Civil Plans will be removed as it is a duplicate.</li> </ul>
Civil	<ul style="list-style-type: none"> <li>Provide a vicinity map for the project (civils, Pg. 2)</li> </ul>	<ul style="list-style-type: none"> <li>Confirmed. A vicinity map has been provided. See Civil Sheet C1-101</li> </ul>
Civil	<ul style="list-style-type: none"> <li>Provide the new square footage of the parcel (Civils, pg. 2)</li> </ul>	<ul style="list-style-type: none"> <li>Confirmed. New square footage of the parcel has been added. See Civil Sheet C1-201.</li> </ul>
Civil	<ul style="list-style-type: none"> <li>Update the language for MR 9 as the city uses the 2019 Ecology manual, not the pierce county stormwater manual. (Drainage Report, Pg. 14)</li> </ul>	<ul style="list-style-type: none"> <li>Confirmed. The language has been updated to reference the 2019 Ecology Manual.</li> </ul>
Civil	<ul style="list-style-type: none"> <li>Provide the square footage of impervious surfaces proposed by this development (Civils, pg. 6)</li> </ul>	<ul style="list-style-type: none"> <li>Confirmed. Impervious coverage square footage has been provided. See Civil Sheet C3-301.</li> </ul>
<b>Engineering Traffic Review</b>		
Civil	<ul style="list-style-type: none"> <li>Per previous comments, provide AutoTurn analysis assuming the largest anticipated design vehicle. Likely Thomas HDX w/277” wheelbase</li> </ul>	<ul style="list-style-type: none"> <li>Confirmed. Turning movement sheets have been added to show the proper AutoTurn analysis. The largest anticipated vehicle assumed was a fire truck. See Civil Sheets C1-501 through 503.</li> </ul>
Landscape / Civil	<ul style="list-style-type: none"> <li>Remove all trees / shrubs located at the SE corner of parcel to improve sight distance for Costco drive isle.</li> </ul>	<ul style="list-style-type: none"> <li>This project is not disturbing the critical root zone of these trees as they are significant. No removal of trees or shrubs is proposed at this location. The existing trees will be pruned so all limbs are minimum 7’ above sidewalks and 14’ above public streets per City Vegetation Management Standards.</li> </ul>

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Civil	<ul style="list-style-type: none"> <li>Access easement may be necessary in the SE corner of parcel. 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 14<sup>th</sup> St SW (or Costco property).</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Puyallup School District project is not adjacent to public right of way and does not propose a connection to 14<sup>th</sup> St SW or the Costco property. Therefore, an access easement is not necessary.</li> </ul>
Civil	<ul style="list-style-type: none"> <li>Southern internal parking lot connection (with parcel #0419043117) is not aligned properly with existing parking infrastructure &amp; proposed internal parking channelization. This alignment will likely cause lane encroachment issues for ingress / egress vehicles.</li> </ul>	<ul style="list-style-type: none"> <li>Thank you for providing the comment on the parking lot alignment. The location of the access point has been determined based on the efficiency of the proposed parking lot layout and potential future redevelopment of the existing parking lot.</li> </ul>
Civil	<ul style="list-style-type: none"> <li>The existing internal access (along the east side of existing building) needs to connect with the proposed northern parking lot connection with a perpendicular approach. The proposed skewed / acute approach geometry will cause sight distance &amp; operational issues (especially for large vehicles). As proposed, drivers will have difficulty turning their heads to scan for adequate gaps in traffic.</li> </ul>	<ul style="list-style-type: none"> <li>Thank you for providing the comment on the parking lot connection alignment. The location of the access point has been determined based on the flow of bus traffic in and out of the paved area. The east side of the building is not intended for continuous vehicle access.</li> </ul>
Civil	<ul style="list-style-type: none"> <li>Civil submittal shall include detailed striping / signage plan</li> </ul>	<ul style="list-style-type: none"> <li>Confirmed. A detailed striping/signage plan has been added. See Civil Sheet C5-101.</li> </ul>
TENW	<ul style="list-style-type: none"> <li>Per previous comments, vehicle trip credits cannot be moved between projects / parcels. Update traffic scoping document to reflect this</li> </ul>	<ul style="list-style-type: none"> <li>Scoping memo has been updated to reflect no vehicle trip credits between parcels.</li> </ul>
TENW	<ul style="list-style-type: none"> <li>Proposed 188 additional parking spots (60 parking spots for busses + 128 parking stalls for staff) not consistent with scoping narrative &amp; trip generation assumptions.</li> </ul>	<ul style="list-style-type: none"> <li>The proposed parking spots for staff are intended to accommodate both the additional bus drivers moving from the downtown site and parking needs anticipated in future phases of the South Hill Support Campus development.</li> </ul>
TENW	<ul style="list-style-type: none"> <li>Per project narrative, 64 bus drivers will be relocated from the downtown bus barn to this facility. The assumed LUC 528 (School District Office) is meant to represent administrative office functions. Additional office space has not been proposed by this project. Bus storage/logistics are not represented by this ITE land use.</li> </ul>	<ul style="list-style-type: none"> <li>Trip generation estimates have been updated and are no longer based on ITE LUC 528. Trip generation estimates are now based on detailed trip information provided by the District.</li> </ul>
TENW	<ul style="list-style-type: none"> <li>Inbound/outbound buses + inbound/outbound personal vehicles need to be accounted for in trip generation assumptions. Please reference Traffic Impact Study from Milford, CT Bus Depot at 615 Plains Rd. TIA completed by Benesch in May 2022. Update traffic scoping worksheet &amp; study intersections accordingly.</li> </ul>	<ul style="list-style-type: none"> <li>Trip generation estimates have been updated based on detailed trip information provided by the District and account for inbound/outbound SPED buses, inbound/outbound bus driver personal vehicles, and inbound/outbound transportation admin staff.</li> </ul>
TENW	<ul style="list-style-type: none"> <li>Provide more narrative on how trip distribution was determined.</li> </ul>	<ul style="list-style-type: none"> <li>As discussed in the updated preliminary traffic information memo, trip distribution estimates were provided by the District and their transportation department.</li> </ul>
TENW	<ul style="list-style-type: none"> <li>More narrative needed for how ongoing fleet repairs, maintenance, and fueling activities impact vehicle trips to/from this site</li> </ul>	<ul style="list-style-type: none"> <li>The fueling and maintenance/repair activities are discussed in the updated preliminary traffic information memo.</li> </ul>

TENW	<ul style="list-style-type: none"> <li>Scoping site plan does not match preliminary site plan</li> </ul>	<ul style="list-style-type: none"> <li>Site plan in updated scoping document and preliminary traffic information memo is the current site plan.</li> </ul>
TENW	<ul style="list-style-type: none"> <li>Resubmit traffic scoping document for review prior to starting TIA</li> </ul>	<ul style="list-style-type: none"> <li>Updated traffic scoping document is being resubmitted prior to starting TIA.</li> </ul>
TENW	<ul style="list-style-type: none"> <li>City can provide signal timing for signals within study area</li> </ul>	<ul style="list-style-type: none"> <li>Acknowledged for the TIA.</li> </ul>
TENW	<ul style="list-style-type: none"> <li>Need to measure existing queue lengths at study intersections</li> </ul>	<ul style="list-style-type: none"> <li>Acknowledged for the TIA.</li> </ul>
TENW	<ul style="list-style-type: none"> <li>Delay analysis shall account for unserved demand where applicable</li> </ul>	<ul style="list-style-type: none"> <li>Acknowledged for the TIA.</li> </ul>
TENW	<ul style="list-style-type: none"> <li>Use 3% annual growth rate (3-year horizon)</li> </ul>	<ul style="list-style-type: none"> <li>Acknowledged for the TIA.</li> </ul>
TENW	<ul style="list-style-type: none"> <li>The operational analysis at 17<sup>th</sup> St SW &amp; 39<sup>th</sup> Ave should evaluate existing NB/SB channelization. Analysis needs to evaluate SBL &amp; NBL turn pockets.</li> </ul>	<ul style="list-style-type: none"> <li>Acknowledged for the TIA.</li> </ul>
TENW	<ul style="list-style-type: none"> <li>Report 95<sup>th</sup> percentile queuing &amp; approach delay</li> </ul>	<ul style="list-style-type: none"> <li>Acknowledged for the TIA.</li> </ul>