



City of Puyallup

Planning Division

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

www.cityofpuyallup.org

June 15, 2023

Azure Green Consultants

409 E PIONEER

PUYALLUP, WA 98372

| DEVELOPMENT REVIEW TEAM (DRT) LETTER | |
|---|--|
| DRT # | 2 |
| 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) | PLPRE20220001 PLDDG20220153 |
| APPLICATION DATE | October 12, 2022 |
| APPLICATION COMPLETE DATE | October 19, 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 |

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|-------------------|---|
| 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. 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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The City has completed the review of the above-mentioned permit submittal. All of 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 respond to all comments in a written response letter and submit a letter of transmittal. Letter of transmittal and response letter must be submitted to the 'Correction Response Letter' item listed in the submittal items list. Avoid using "upload additional docs" unless there is NO submittal item available for your document. Please Note: If you do not resubmit as instructed your re-submittal will be rejected. If you have any questions about how to resubmit, please contact the permit center at permitcenter@puyallupwa.gov.

- 1 Log in to your permits portal and navigate to the [status page](#) for this permit. Under the 'Upload Documents' section, select 'click here to upload document'.
- 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.

3

Click 'Upload Documents' at bottom of the page.

How to use this letter

This review letter includes two sections: **"Corrections"** and **"Conditions"**.

The **"Corrections"** 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.

Corrections

Planning Review - Rachael N. Brown; (253) 770-3363; RNBrown@PuyallupWA.gov

- The updated traffic scoping worksheet indicates that the proposed uses on the site will be multi-family housing and senior apartments. Retirement apartments are a permitted use in the RM-core zone subject to the following provisions:

Retirement apartments, containing no more than 50 units are permitted provided that;

(a) The overall density of the project shall not exceed one and one-half times the allowed density of the underlying zone;

(b) Parking shall be provided as follows: one space per dwelling unit;

OR

(16) Affordable retirement apartments shall comply with the following standards:

(a) The overall density of the project shall not exceed twice the maximum density of the applicable zone district as defined in PMC 20.25.022;

(b) On-site parking shall be provided at a ratio of 0.75 stalls per unit;

(c) Any accessory support use shall be located within a structure containing residential units and shall feature no exterior signage;

(d) Affordable retirement apartments are exempt from providing private outdoor open space as required in Table 20.25.020 in PMC 20.25.020; however, an equivalent compensatory amount of common, active outdoor open space shall be provided;

(e) Affordable retirement apartments shall comply with residential design review standards (Chapter 20.26 PMC).

Will the retirement apartments be 'affordable' retirement apartments, or market rate retirement apartments?

- 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.

Update per 4/2023 resubmittal: submitted preliminary landscape plan shows very little landscape area on rooftops. please provide color coded calculation indicating which parts of the plan are being counted toward the required 10% landscape area.

- 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.

Update per 4/2023 resubmittal: Proposed 115 ft entrance at SE corner is acceptable to serve the entire building and qualifies the 4th St SW and West Pioneer frontages to utilize the five-foot setback requirement. The West Meeker frontage, which does not have an entrance that includes the required entrance landing will have to use the ten-foot setback.

- **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
- **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.
- **DESIGN REVIEW:** It appears that an updated design review narrative and other items relevant to the design review were submitted with this package. However an updated elevation set was not submitted with this package. When resubmitting the next design package, respond under PLDDG20220153. A review of the design review submittal was not conducted as a part of this review.
- **PMC 20.25.040 (4) Yard Projections.** Every required front, rear and side yard shall be open and unobstructed from the ground to the sky unless otherwise provided:

(a) Fences and walls as specified and limited in subsection (5) of this section may project into said front, rear and side yards.

(b) Cornices, sills, eaves projections, and awnings without enclosing walls or screening may project into a required yard by not more than two feet provided the width of any required interior side yard is not reduced to less than two feet, six inches, and any yard abutting a street is not reduced to less than five feet.

(c) Open unenclosed decks not covered by a roof may project into any required yard, providing, however, that said decks are constructed to grade elevation, or in no event, exceed 30 inches above adjoining grade.

it appears that several structures along the walls of the proposed building, as well as the eaves of the building, are projecting within the required setback areas. please refer to PMC 20.25.040 (4) for the standards for yard projections

Fire Review – David Drake; (253) 841-5542; 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.

- Dimensions of proposed frontage improvements are not consistent with previous direction provided by Chris Beale.

City standard frontage improvements for W Pioneer (Arterial) require 8ft walk + 10ft planter strips. Deviation from this requirement will require an Alternative Methods Request (AMR).

City standard frontage improvements for 4th St SW & require 8ft walk + 7.5ft planter strips. Deviation from this requirement will require an Alternative Methods Request (AMR).

Current submittal is showing bulb-outs at adjacent intersections.

- Remove proposed bulb-out at W Pioneer/4th St SW and replaced with City standard 25ft radius. Adjust building placement as necessary to accommodate this change.
- The proposed bulb-out at W Meeker and 4th St SW can remain if all (4) corners are upgraded with bulb-outs to match geometry.

Please show detailed dimensions on half-street improvements including all necessary ADA wheelchair ramp improvements. Show existing curb/gutter on W Meeker (north of project and east of 4th St SW) and face of curb offset from ROW centerline.

During Civil review, 5th St SW will require striping modification to allow SBL turn pocket/TWLTL at W Meeker. This modification will not be completed by the City.

Show preliminary locations of City standard streetlights City standard Street lighting @150ft spacing. Streetlights are required by code. Utility mounted lights do not meet City standards.

Existing NO PARKING restrictions on 4th St SW and W Pioneer will remain. Remaining W Meeker on-street parking area will maintain existing 4HR parking restriction.

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.

A 30-foot commercial driveway will be required for site access. The building structure must allow for clear sight lines (thru building) on either side of vehicle opening @ W Meeker. This will provide improved visibility for exiting vehicles & approaching pedestrians (using sidewalk).

Will the proposed gate be open during daytime hours? Inbound vehicles will block sidewalk when waiting for garage door to open. Could the gate simply be moved

farther within building to avoid this conflict?

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

As reflected in the traffic scoping worksheet, a high number of pedestrians will be accessing the nearby rail station. Provide improvements on the south side of W Meeker connecting frontage to 5th Street NW for improved pedestrian mobility.

How will the Multifamily & Senior housing be separated? How will the City ensure the proposed 46 senior units wouldn't be used as single family units?

Conditions

| Condition Category | Condition | Department | Condition Status |
|---|--|-------------------|------------------|
| Public Noticing | Sign Posted On Site must be provided. | Planning Division | Resolved |
| Public Noticing | Signed Affidavit must be provided. | Planning Division | Resolved |
| Submit With Building Permit Application | <p>REVIEW COMMENTS UPDATE 5/22/2023 - NEW REQUIREMENTS WITH 2021 I-CODES</p> <p>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 2021 to be adopted July 1, 2023 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.</p> <p>***MAJOR CHANGE TO REQUIREMENTS IN 2021 I CODE FOR EV PARKING*** Electric Vehicle Charging Infrastructure are required in place for</p> | Building Division | Open |

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| | <p>charging stations per IBC section 429 Washington State amendments for occupancy R-2 and will need to be shown on the plans. Have requested to be shown on site plan and in parking calculations but site plan was not updated to reflect EV parking, 2021 requires substantially more spaces. 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.</p> <p>***Include in the parking calculations handicap stalls and Electric Vehicle Charging stations. Reflect locations on parking plans. 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.</p> | | |
| Submit With Civil Permit Application | <p>Traffic Impact fees (TIF) will be assessed in accordance with fees adopted by ordinance, per PMC 21.10.</p> <p>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.</p> <p>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</p> <p>School impact fees shall be paid directly to the school district in accordance with adopted fee at the time of collection by the District.</p> | Traffic Division | Open |

| Condition Category | Condition | Department | Condition Status |
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| | <p>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.</p> <p>At the time of civil permit review provide a separate street lighting plan sheet for the City to review.</p> <p>Streetlight design shall provide the following:</p> <ul style="list-style-type: none"> i. Provide details on how streetlights will be powered. ii. Location of conduit runs. iii. Wiring Schedule <ul style="list-style-type: none"> 1. Conduit size and type for each raceway 2. Conductors details iv. Pole schedule <ul style="list-style-type: none"> 1. STA & offset for each luminaire v. Show location of junction boxes | | |
| Submit With Civil Permit Application | Water - In order to connect to the water main in W Meeker for fire flow, the 10 inch cast iron pipe will require replacement with a 12 inch ductile iron pipe. The existing pipe is at the end of its useful life (100 years) and installing new services on the main or other improvement such as paving over the utility would be counter to the City's Comprehensive Plan and good construction practices. The city may be willing to partner/cost-share with the developer to produce a successful outcome. | Engineering Division | Open |
| Submit With Civil Permit Application | Storm – For the civil submittal show the direct connection and acknowledge the off-site improvements that are required to be built in order to enable the Planned Action SEPA through the TDA exemption to flow control exempt waters which is provided by the manual (I-3.4.7). The City | Engineering Division | Open |

| Condition Category | Condition | Department | Condition Status |
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| | has, through an area-based methodology, come up with a contribution amount that mitigates the projects stormwater impacts through the contribution to the off-site improvements. | | |
| Submit With Civil Permit Application | Sewer – The proposed connection is to a 75-year-old vitrified clay pipe. For the civil submittal full details of the connection shall be shown and for construction, if a proper connection is not possible due to the condition of the pipe or otherwise, the contractor shall be responsible for upgrades to the system that will enable the connection and retain the integrity of the entire system. | Engineering Division | Open |
| Submit With Civil Permit Application | Sidewalks – Reconstruction of the mostly sub-standard sidewalks adjacent to the property shall be addressed in the civil submittal | Engineering Division | Open |
| Submit With Civil Permit Application | Illumination – Include with civil submittal: draft hardware specifications and locations for streetlights. These items were requested during this Preliminary Site Plan and not submitted. Delays caused by deferring this requirement will not be attributed to the city. | Engineering Division | Open |
| Submit With Building Permit Application | Lot Combination Permit Application required. Application form can be downloaded from the City website at https://www.cityofpuyallup.org/DocumentCenter/View/11646/Lot-Combination-Application . Building permit for building will not be issued until lot combination has been completed. | Planning Division | Open |
| SEPA Condition | 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 SEPA mitigation measure. | Planning Division | Open |

Sincerely,
Rachael N. Brown
Associate Planner
Case # PLPSP20220152

(253) 770-3363
RNBrown@PuyallupWA.gov