



## Conditional Use Application

**City of Puyallup**  
Development Services  
333 S. Meridian  
Puyallup, WA 98371  
Phone: 253-864-4165  
www.cityofpuyallup.org

### Submittal Checklist

Electronic Submission to  
SHAREPOINT ADDRESS (Flash  
drives and CDs not accepted)

8 Copies of completed application  
form (application is signed and  
dated)

8 Copies of a vicinity map no larger  
than 8 1/2" x 11"

8 Copies of full size detailed site  
plan **Folded individually to  
approx. 8 1/2" x 11" & one 8 1/2"  
x 11" reduction**

2 Copies Preliminary Storm  
Drainage Calculations

### Additional Documents If Applicable:

8 Copies of SEPA checklist  
2 Copies of Critical Area Report(s)  
2 Copies of Traffic Analysis  
2 Copies of Tree Risk Assessment

Environmental Checklist (if  
required): Flood Habitat  
Assessment, Fish and Wildlife  
Assessment, Mitigation Plans,  
Wetlands

### Application Fees:

**Small:** \$880.00

≤10,000 s.f. of new structure or  
≤20,000 s.f. of affected site area

**Medium:** \$1440.00

10,001-19,999 s.f. of new structure  
or 20,000 - 39,999 of affected site  
area

**Large:** \$2080.00

20,000+ s.f. of new structure or  
40,000+ s.f. of affected site area

### Additional Fees if applicable:

**SEPA Review Fee:** \$250

**Critical Area Review:** \$160.00  
**+ Consultant Fee**

Please see pages 6 & 7 for detail  
information of submittal  
requirements.

A Conditional Use Permit authorizes a property to be used for a specific purpose with the condition that the use be compatible with the zone. Each zone permits some uses outright and some uses conditionally. Uses that are permitted conditionally, must be reviewed by the City's Hearing Examiner at a public hearing. The Hearing Examiner will then approve, approve, with conditions, or deny the Conditional Use Permit.

When preparing this application, please print or type the reply to each question. If you have any questions, please contact the Development Services Center at (253) 864-4165. The following plans, specifications and other documents pertaining to the application shall be submitted at the time of filing. Please note that incomplete application packets cannot be accepted.

To help you understand City standards and the Conditional Use Permit process, a pre-application meeting is strongly encouraged. This pre-application meeting can be scheduled within a short period of time (e.g. 1 week) and is free of charge. This meeting could consist of staff representatives from planning, engineering and building divisions, if warranted.

## APPLICATION INFORMATION

### Site Information

Parcel Number **0420208044, 0420204132, 0420204136**

Street Address **1602 18th St NW, Puyallup, WA 98371**

### Applicant Information

Name **Jessica Wilson**

Street Address **333 S Meridian**

City **Puyallup**

State **WA**

Zip **98371-5904**

Phone

E-mail

### Owner Information

Name **City of Puyallup**

Street Address **333 S Meridian**

City **Puyallup**

State **WA**

Zip **98371-5904**

Phone

E-mail

### Nature of Request (please be specific)

Conditional Use application to install a third secondary clarifier (110 ft diameter), approximately 175 lf of new piping and associated electrical work to connect the new clarifier to the existing hydraulic and SCADA systems, installation of a magnetic flow meter and a 4th return activated sludge (RAS) pump in the lower level of the existing RAS/WAS Building, HVAC, architectural and electrical work in the main floor of the RAS/WAS Building, install new submersible pump, radar level sensor and piping revisions at the effluent flowmeter manhole to create new scum pump station in existing manhole. This project was anticipated in the approved 1996 Wastewater Facility Plan. The construction project in the late 1990s included the installation of the deep piping connections and stone support columns that will be utilized in this project.

Approximately 2,600 sf of existing asphalt paving will be removed and replaced for installation of the new piping. 2,960 sf of new crushed rock surfacing will be placed to the west and east of a portion of the new Secondary Clarifier.

The proposed project is located within Parcels No. 0420208044, 0420204132 and 0420204136. Parcels No. 0420208044 and 0420204132 are the subject of a current Lot Combination Application. The work in Parcel 0420204136 is limited to trenching for installation of piping and associated electrical work to connect the new clarifier to the existing hydraulic and SCADA systems and conversion of the existing effluent flow meter manhole into a scum pump station. These parcels are located within the City of Puyallup Water Pollution Control Plant (WPCP) site. The street address for the entire site is 1602 18th Street NW, Puyallup, WA 98371.

Parcels No. 0420208044, 0420204132, 042020136 and the entire WPCP are located in the Public Facilities (PF) zone. Per PMC 20.44.012, a Conditional Use Permit is required since Parcels No. 0420208044 and 0420204136 abut a RS-08 Medium Density Single Family zone on the south. The remaining abutting properties are zoned CG - General Commercial and PF - Public Facility.

## SITE INFORMATION

Parcel Size	6.66 Ac
Proposed Site Coverage (include all impervious surfaces and <u>required</u> landscape areas)	Impervious 2.12 ac, Open Water Tanks 2.26 ac, Pervious 2.26 ac
Non-buildable Areas (required buffers, critical areas etc.)	0.78 AC
Comprehensive Plan Designation	PF
Zoning Designation (visit <a href="http://www.cityofpuyallup.org/1520/Interactive-Web-Maps">www.cityofpuyallup.org/1520/Interactive-Web-Maps</a> to look up the zone)	PF
Type of Construction per Building Code	Type 1
Type of Occupancy per Building Code	Type U
Existing Structures (please indicate size (sf), type, approximate location, and whether they will remain or be removed)	
All existing structures will remain. Secondary Clarifiers (2) - 9,500 sf each; RAS/WAS Building - 1,200 sf; Blower Building - 2,560 sf; Aeration Basins (3) - 11,600 sf each; UV Disinfection/Effluent Pump Station Building - 8,000 sf; Primary Clarifier No. 1 - 14,400 sf; Primary Clarifier No. 2 - 12,000; Dewatering Building - 2,900 sf; Biofilters (2) - 6,300 sf each; Headworks/Main Plant Lift Station - 6,800 sf. See Figure 1 for the location of the existing structures.	

## PROPERTY DEVELOPMENT INFORMATION

	Proposed/Existing	Required by Zoning
<b>Setbacks</b> (measured from the property line to the closest vertical wall)		
Front Yard	2' (existing concrete wall/fence is located 2.25' from property line)	20' minimum
Rear Yard	0'	20' minimum
Side Yard (interior)	2'(existing concrete wall/fence is located 2.25' from property line)	20' minimum
Side Yard (interior)		minimum
Side Yard (street)		minimum
Side Yard (arterial street)	NA	minimum
From Adjacent Residential Use	2' (existing concrete wall/fence is located 2.25' from property line)	minimum
<b>Building Height</b>	RAS/WAS (ex.) 13', Blower Building (ex.) 19'-4", Aeration Basins (ex.) 2', Secondary Clarifier (ex.) 3', Primary Clarifiers	maximum
<b>Lot Coverage</b>		maximum
<b>Lot Width</b>		none minimum
<b>Lot Length</b>		none minimum
<b>Lot Size (Square Feet)</b>		minimum
<b>Floor Area Ratio</b>		maximum

### Number of Parking Stalls:

Use	Square Footage	Ratio(s) Applied	No. of Spaces
Public Utilities		1/2 FTE	9 required (17 provided)
<i>Total Spaces</i>			<b>17</b>

Proposed Floor Area	
Type	Sq. Ft.
Retail	NA
Office	NA
Industrial	NA
Residential	NA
Other _____	
Other _____	

Note: Include auxiliary space attributable to each dominant category: e.g.: corridors, restrooms, support office etc.

### LANDSCAPING

Most projects will be required to meet the landscaping standards of **PMC 20.58 Landscaping Requirements** and the **Vegetation Management Standards (VMS)** Manual as well as other landscaping requirements based on the use and development pattern of the proposal. The VMS can be found at [www.cityofpuyallup.org/DocumentCenter/View/1133/Vegetation-Management-Standards](http://www.cityofpuyallup.org/DocumentCenter/View/1133/Vegetation-Management-Standards) and its appendix can be found at [www.cityofpuyallup.org/DocumentCenter/View/6054/VMS-Appendices-Complete-Document](http://www.cityofpuyallup.org/DocumentCenter/View/6054/VMS-Appendices-Complete-Document) .

Existing vegetation on the site which is larger than 15” in Diameter at Breast Height (DBH) is considered to be a ‘significant tree’ 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 with this application.

Landscaping Information			
Landscaping Area	VMS Type	Total Square Footage	% of Area Landscaped
Parking Area Landscaping			
Front Yard Landscaping	Existing	13,500	87% of Flag area
Interior Side Yard Landscaping	Existing	1,200	0.01% of Parcel 0420208044
Interior Side Yard Landscaping	No new proposed		
Street Side Yard Landscaping (for corner lots only)			
Rear Yard Landscaping			

## CRITICAL AREA IDENTIFICATION

The purpose of this section is to determine if a critical area report is required due to the development site being on or near any critical areas. All critical areas identified and their associated buffers, must be shown on the title and map.

Based on the applicant's knowledge and research of the project site, please select any of the critical areas listed below that are located on or within 300 feet of the property boundaries.		
<input type="checkbox"/> <b>Wetlands</b>	<input type="checkbox"/> <b>Wellhead Protection Area</b>	<input checked="" type="checkbox"/> <b>Aquifer Recharge Area</b>
<input type="checkbox"/> <b>Lakes/Ponds</b>	<input type="checkbox"/> <b>Habitat Corridor</b>	<input checked="" type="checkbox"/> <b>Flood Zone</b>
<input type="checkbox"/> <b>Streams/Creeks</b>	<input type="checkbox"/> <b>Habitat Conservation Area</b>	Flood Classification:
		Zone B - Protected by levee
<input type="checkbox"/> <b>Puyallup River Shoreline</b>	<input type="checkbox"/> <b>Clarks Creek Shoreline</b>	<input checked="" type="checkbox"/> <b>Geologic Hazard Areas</b>
Shoreline Classification:	Shoreline Classification:	<input checked="" type="checkbox"/> <b>Volcanic Hazard Areas</b>
<input type="checkbox"/> <b>Conservancy</b>	<input type="checkbox"/> <b>Conservancy</b>	<input checked="" type="checkbox"/> <b>Slopes 0% - 15%</b>
<input type="checkbox"/> <b>Rural</b>	<input type="checkbox"/> <b>Rural</b>	<input type="checkbox"/> <b>Slopes 16% - 39%</b>
<input type="checkbox"/> <b>Urban</b>	<input type="checkbox"/> <b>Urban</b>	<input type="checkbox"/> <b>Slopes 40% or Greater</b>

Please describe the critical areas checked above and their location in relation to the proposed development. Please show their location on any plans to be submitted.
<p>The entire WPCP site is located within an Aquifer Recharge Area and a Geologic - Volcanic Hazard Area. The Pre-Application Meeting Notes (April 4, 2023 for PLPRE20230022) indicated that the site is within the volcanic hazard area and within the aquifer recharge area and that neither of these critical areas will require critical area reports.</p> <p>The northern half of the project site is located in a flood zone B - area protected from the base flood by a levee.</p>

Do you know of any present or past critical area studies that have been conducted for critical areas on-site or adjacent to the site? Please describe below; including their date, scope, conclusions, and parcels they included.
<p>Wastewater Pollution Control Plant Flood Hazard Plan, October 2007. The Plan reviewed the vulnerability of the WPCP (all parcels) to floodwaters from the Puyallup River. Floodwaters could impact the WPCP via backflow in existing storm drainage lines and, in the event of overtopping of the levee created by River Road, surface flow into the WPCP. The Action Plan recommendations developed in the Flood Hazard Plan included installation of redundant backflow protection for the western drainage line; installation of a check valve on the stormwater line within the WPCP property at the northeast corner; installation of a check valve at the catch basin immediately outside the north gate; installation of a manual sluice gate in the catch basin inside the trailer park to the west of the WPCP and the use of inflatable berms or improvements to the north gate to act as a flood gate.</p> <p>The WPCP Flood Protection Report, 2011, recommended further improvement to protect the WPCP. The 2011 Plan recommended that the WPCP be protected against flood damage for facilities located below an elevation of 32.5 feet which is 3 feet above the 100-year flood elevation (indicated in the 2006 draft FIRM) assuming the River Road levee would fail rather than protecting the entire plant from floodwaters entering the site. The 2014 Generator Upgrades and Flooding Mitigation Improvements project relocated the primary service and primary switch gear to the east side of the site above the flood plain, elevated much of the electrical equipment in the Main Plant Lift station, raised the walls of the existing effluent pump station head box, and installed a new elevated structural slab at Unit Substation No. 3. The 2016 Biosolids Dewatering Improvements project relocated dewatering operations, the plant drain pump station, the stormwater pump station and potable water premise isolation facilities to new locations above the flood plain. The 2019 WPCP Flood Mitigation Improvements project relocated the WAS thickening operation from the Solids Handling Facility to the new Dewatering Building, which relocated the WAS thickening operations to an area not affected by flooding. Watertight manhole lids on the Plant Drain pipe system were installed to prevent flood water from entering the Plant Drain Pump Station. A new liquid waste activated sludge tank truck loading station and the installation of a watertight cover on the secondary clarifier scum pump station was completed to protect these facilities from flooding. The Digester Building and Operations Buildings were flood-protected using a combination of the existing building wall and new concrete flood walls around the entrances. All windows in the Digester building within the bottom two feet were filled in with CMP blocks. An new access road in the southeast corner of the site was installed to provide access to the site in the event of a flood event. A groundwater pump station was also installed to mitigate any groundwater infiltration beneath the Operations Building.</p>

Do you know if any critical areas have been placed inside a tract or a protection easement that is recorded on the title or plat for this site or any adjacent site? Please describe below, including name of tract or easement, location, and Puyallup permit number or recording number.
<p>No.</p>

## CRITERIA

All of the following criteria must be met in order for the Hearing Examiner to approve your conditional use request.

**Please respond FULLY as to how your request meets these criteria.** 'Yes' or 'No' answers are not acceptable:

That the use for which the conditional use permit is applied for is specified by this title as being conditionally permitted within and is consistent with the description and purpose of the zone district in which the property is located (PMC 20.80.010 (1))

The PF zone includes major parcels of land that provide public service needs of the community (PMC 20.44.005). The WPCP provides wastewater treatment for the City of Puyallup sewer service area. The WPCP abuts residential zoned properties on the southwest, south and southeast side of the site, per PMC 20.44.012, public service facilities that abut residential property must obtain a Conditional Use Permit.

That the granting of such conditional use permit will not be detrimental to the public health, safety, comfort, convenience, and general welfare, will not adversely affect the established character of the surrounding neighborhood, and will not be injurious to the property or improvements in such vicinity and/or zone in which the property is located (PMC 20.80.010 (2))

The granting of a conditional use permit will benefit public health, safety and general welfare. Construction of the proposed project is necessary to increase the capacity of the WPCP to meet the needs of the growing population of the City's sewer service area. The proposed project will be within the confines of the existing WPCP site. The proposed project will preserve the character of the surrounding neighborhood which consists of multi-family residential and general commercial zones.

That the proposed use is properly located in relation to the other land uses and to transportation and service facilities in the vicinity; and further, that the use can be adequately served by such public facilities and street capacities without placing an undue burden on such facilities and streets (PMC 20.80.010 (3))

The proposed project is located within the confines of the existing WPCP site. The project will add additional wastewater clarification capacity and upgrade existing facilities to ensure the WPCP can continue to treat the projected wastewater flows through approximately 2041 to the quality required by the facility's NPDES permit. The existing water, sewer and electrical utility connections available at the WPCP are adequate to support the construction and operation and maintenance needs of the proposed improvements. The proposed project will not require an increase in staff. The existing street capacities are adequate.

The site is of sufficient size to accommodate the proposed use and all yards, open spaces, walls and fences, parking, loading, landscaping, and other such features as are required by this title or as are needed in the opinion of the Hearing Examiner or City Council on appeal, are properly provided to be compatible and harmonious with adjacent and nearby uses (PMC 20.80.010 (4))

The WPCP site is adequately sized to accommodate the facilities that have been identified to provide wastewater treatment for the City of Puyallup sewer service area into the future.

That the use for which the conditional use permit is applied for is specified by this title as being conditionally permitted within and is consistent with the description and purpose of the zone district in which the property is located (PMC 20.80.010 (1))

The WPCP is a public service facility located within the PF zone. The WPCP abuts City of Puyallup residential zoned properties on the south and southeast side of the site. Unincorporated Pierce County (Moderate Density Single Family Zone) is immediately to the west of the WPCP. Per PMC 20.44.012, public service facilities that abut residential property must obtain a Conditional Use Permit.

That the granting of such conditional use permit will not be contrary to the adopted comprehensive plan, or to the objectives of any code, ordinance, regulation, specifications, or plan in effect to implement said comprehensive plan (PMC 20.80.010 (5))

Granting of the proposed conditional use permit will preserve the existing public facility land use consistent with the current comprehensive plan and will provide the facilities necessary to meet the City's obligations for wastewater treatment.

## REQUIREMENTS FOR SUBMITTAL OF A CONDITIONAL USE PERMIT

The purpose of the Conditional Use Permit plan review is for the Development Center to check for code compliance prior to the applicant making significant investments in detailed architectural, engineering, legal or other professional services. State Environmental Policy Act (SEPA) review, if applicable, is typically performed during this process.

The following requirements are the minimum necessary to process the review of your preliminary site plan. The plan should be neatly drawn to scale and presented in a manner that clearly portrays the extent of the proposed development;

- 1) **Vicinity Map:** An area map showing the proposed site and its geographic relationship to major natural and built features (streets, water bodies, etc) within one (1) mile in all directions from the site.
- 2) **Site Plan:** The site plan shall show the property's lot dimensions, boundaries, tax assessor's parcel numbers and square footage.
- 3) **North Arrow and Graphic Scale:** The site plan shall be drawn on a 24" x 36" sheet using conventional cartographic techniques such as providing a north arrow (top or left reading on the sheet) and graphic scale. The following scales are suggested (unless a scale of similar format (e.g. 1" = 40') is accepted by the city):
  - 1" = 20' (sites under 4 acres)
  - 1" = 50' (sites 4 acres or larger)
- 4) **Existing Elements:** The plan shall: Locate and identify structures and conditions (natural and built) that exist on-site prior to development including such items as buildings, roads, paved areas, water courses, significant vegetation, underground tanks, points of connection to utility systems, and fences. The plan should also depict existing adjacent structures and conditions such as public or private roads; parking areas, railroad tracks, water courses, etc, and shall show the adjacent existing land uses (residential, commercial, etc), and zoning designations.
- 5) **Critical Areas Data:** In addition to the Critical Area ID Form, the plan shall show and delineate the boundaries of all on-site or adjacent (within 100') critical areas including streams, ponds, wetlands, steep slopes, etc. as defined pursuant to PMC 21.06.
- 6) **Existing Easements:** The plan shall locate and show the dimensions of all easements on the site; indicate the easement holder and purpose.
- 7) **Proposed Structures Data:** The plan shall clearly identify and locate all proposed structures including height and dimensions of all buildings, decks and fences; the plan should also show dimensions from the proposed structures to property lines, distances between buildings, and main door locations; the plan shall indicate the proposed location of fences, walls, underground tanks, refuse collection areas, etc; the plan shall also show areas reserved for future building, if known.

**8) Proposed Traffic Access, Circulation and Paved Areas:** The plan shall locate and identify proposed parking areas, driveways, public streets (to be dedicated); also show dimensions of parking stalls, aisles, driveways, and sidewalks; show type of pavement; show wheel stops and curbs; show provisions for handicapped parking and access ramps.

**9) Draft Landscape Plan:** The plan shall identify possible types of plantings and location proposed for landscaping and open space and indicate the coverage of landscaping and a percentage of the overall site size. It is not necessary to indicate exact size and specific species of plants for 'preliminary' site plan review, although, if available, this information is encouraged. For all projects involving new structures of 10,000 square feet or greater or 20,000 square feet or greater of affected site area; a landscape plan shall be prepared by a professional landscape architect licensed in this state, unless this requirement is expressly waived by the Community Development Director. For smaller projects with unique site or development characteristics, the Community Development Director shall have the authority to require that a landscape plan be prepared by a professional landscape architect licensed in this state.

**10) Proposed Lighting:** The plan shall indicate the location and type of proposed lighting fixtures for developments adjacent to residential areas; plans shall also show shielded light fixture locations.

**11) Existing Contours and Finished Grade:** The plan shall show existing contours at an interval appropriate to depict the underlying land structure (usually 2'); the plan shall also show finished grades depicted either by contour or contour/spot elevation. A separate grading plan may be necessary for projects with major grading/topographic features.

**12) Building Data:** The plan shall show the following information about the proposed buildings:

- a) Building occupancy division by use (office, shop, etc)
- b) Total building area
- c) Gross floor area by use/occupancy class
- d) Type of construction per International Building Code
- e) Any hazardous materials proposed for storage or use in the building
- f) Building elevations may be required to determine compliance with residential or commercial design standards

**13) Site Data:**

- a) Number of dwelling units (residential developments only)
- b) Number of parking spaces provided and required by city code (by type: standard, compact, handicapped, etc)
- c) Total impervious surface (square footage)
- d) Indicate dimensions and square footage of all landscaped areas
- e) Indicate assessable path from right of way to building
- f) Indicate areas for refuse and recycling collection

**14) Major Issues Discussed During Pre-Application Meeting:**

1. The site is in a volcanic hazard and aquifer recharge area. A critical areas report for these critical areas is not required.
2. Landscaping required along the north and part of the eastern property line (min. 6')
3. Requirements for engineering review of plans.

**15) Environmental Checklist (if required) – eight (8) copies, and application fee: \$250.00**

- a) [Flood Habitat Assessment](#)
- b) [Fish and Wildlife Assessment](#)
- c) [Mitigation Plans](#)
- d) [Wetlands](#)

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***The processing of this application may require additional supporting evidence, data or statements; e.g.: critical area assessments, traffic assessments, noise assessments etc.***

## UTILITY INFORMATION

At this stage, the applicant should contact the following utilities to insure availability.

Telephone	Sewer	Water	Electricity & Gas	Cable
Qwest	City of Puyallup	City of Puyallup	Puget Sound Energy	Comcast
800-526-3557	(253)-864-4165	(253)-864-4165	888-321-7779	877-824-2288
AT&T Residential		-or-	425-452-1234	
800-222-0330		Fruitland Mutual Water		
AT&T Business		(253) 848-5519		
800-222-0400				

## CERTIFICATION

I hereby state that I am the applicant listed above, and certify that all information contained above and in exhibits attached hereto is true and correct to the best of my knowledge and belief and is submitted for consideration by the City of Puyallup, pursuant to the provision of the Puyallup Municipal Code. It is understood that the processing of this application may require additional supporting evidence, data or statements.

**RIGHT OF ENTRY:** By signing this application the applicant grants unto the City and its agents the right to enter upon the premises for purpose of conducting all necessary inspection to determine compliance with applicable laws, codes and regulations. This right of entry shall continue until a certificate of occupancy is issued for the property.

Signature of Applicant:  Date 6-27-2023

Signature of Owner: \_\_\_\_\_ Date: \_\_\_\_\_  
(or authorized agent)