City of Puyallup

Development Services Center

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www.cityofpuyallup.org

DATE: **December 2, 2021**

TO: **Matt Rody, Ken Rody, Mike Goularte, Jeff Billingsly & Project File**

FROM: **Nabila Comstock - Planning Technician**

PROJECT: **P-21-0126- BRADBURY PLACE**

SITE ADDRESS: **XXX 5th St SE / Parcel # 0419036002 and 0419036003**

PROJECT DESCRIPTION (as provided by applicant): 43 townhomes – utility connections, site layout, open space, fire, site development, etc.

Thank you for meeting with the city's Development Services staff to discuss your proposed project.
For your use here is a memo to the file for this project, which highlights the issues discussed at our meeting. Please note that this is a list of specific issues discussed and is not intended to replace the final condition letter that will be provided to you when a formal application is submitted and reviewed.
We hope that you find this information helpful and informative as you proceed through the permitting process. If you have any questions or concerns regarding these notes, please do not hesitate to contact the appropriate staff member or me directly at (253) 770-3361.

We look forward to working with you on the completion of this project.

PLANNING – Chris Beale, 253-841-5418 cbeale@puyallupwa.gov

This letter is intended to outline specific code sections and other standards that may be applicable to the project. This is not an exhaustive list and other requirements may be triggered by the actual development proposal. The applicant is advised and encouraged to consult the Puyallup Municipal Code (PMC) when finalizing their application proposal and contact the planner listed above with questions

GENERAL SITE PLAN COMMENTS SUMMARY

- Preliminary site plan, SEPA, and administrative design review are required prior to submittal of civil and building permits.
- The project site has a recorded concomitant agreement 8710220258 (1987) that appears to be active. This agreement limits density to 10 units/acre, requires extensive perimeter buffering and modifies the zoning. Staff recommends further discussion regarding extinguishing and/or modifying this agreement as it does not appear to allow the project to

be constructed. Staff needs to research the zoning restrictions further and a pathway would need to be established and scoped to modify or extinguish the concomitant agreement.

- RM-20 has a minimum density of 14 units, base density of 16 with a maximum density of 22 with bonuses. None of these densities can be used without modification or extinguishing the concomitant agreement.
- Per the concomitant agreement, a 25' buffer shall apply to areas between the development site and SFR development. Buffering is covered later in these notes for other perimeter areas.
- In all RM zones, residential projects, ***at least 10 percent of the net lot area*** shall be devoted to amenity areas for active use by residents of site units and shall be centrally located, and/or configured in an accessible and functional manner depending on topography, except that projects devoting at least 500 square feet of private open space per unit shall be exempt from this requirement. Specific site amenities (e.g., picnic areas, recreational areas, etc.) are encouraged within said areas.
    - This appears to require 11,683 square feet of central open space. The two larger areas on the west side of the site plan may qualify if the total land area meets and exceeds this 10% amount
- Per PMC 20.25.040(8), at least one on-site recycling area for each additional 25 dwelling units. Each recycling area shall be located no more than 200 feet from intended user.
- The project is subject to PMC 20.26.200 multifamily design standards. Please review these standards as you further develop the project.
    - In order to meet the traditional street system design code, staff will be looking to minimize front loaded driveways and maximize opportunities to rear load the town home units. Groupings 1, 2, 3 and 4 should be pulled forward to the private drive aisles with garages and driveways centrally located at the rear.
- The code for retaining wall height limits and landscape screening (20.58.005 (2))
    - Retaining Walls and Required Perimeter Landscaping. The intent of the following regulations is to mitigate the bulk and visual/aesthetic impacts of retaining walls, as well as to minimize the overall height of new retaining walls. Within 30 feet of any property line – except in relation to proposed retaining walls on preexisting single-family lots – the following standards apply to proposed retaining walls:
    - (i) Front and Street Side Property Lines. All retaining walls shall be set back from any front or street side yard property line by a minimum of eight feet. The maximum height of any singular retaining wall within 30 feet of a front or street side yard property line shall be three and one-half feet above finished grade. A minimum of six feet of stepback shall be provided between any terraced retaining walls proposed within 30 feet of a front or street side property line. No more than a total of three stepped retaining walls (complying with the maximum three and one-half feet in height limit above finished grade) shall be placed within 30 feet of a front or street side property line. A Type I visual barrier landscape buffer shall be provided in front of all retaining walls, in accordance with the city's vegetation management standards (VMS) manual.
    - (ii) Rear and Side Property Lines. All retaining walls shall be set back from any rear or side yard property line by a minimum of six feet. The maximum height of any singular retaining wall within 30 feet of a rear or side property line shall be six feet above finished grade. A minimum of six feet of stepback shall be provided between any terraced retaining walls proposed within 30 feet of a rear or side property line. No more than a total of three stepped retaining walls (complying with the maximum

six-foot height limit above finished grade) shall be placed within 30 feet of a rear or side property line. A Type I visual barrier landscape buffer shall be provided in front of all retaining walls, in accordance with the city's vegetation management standards (VMS) manual.

- Storm water facilities shall be landscaped in accordance with SLD-02, contained in the VMS.
- Storm water control facilities requiring security fence shall include vegetation around the out perimeter and shall not be located in, or be considered part of, required landscape areas. Storm water control facilities not requiring security fence may be included in any require landscaped area, provided they do not encroach into required buffer areas nor diminish required screening.
- Existing trees larger than 15" Diameter at Breast Height (DBH) is considered to be a 'significant tree' and must be retained, where possible. If the project requires the removal of any significant trees, a tree risk assessment completed by a certified arborist and complies with the Vegetation Management Standards (VMS) manual requirements. Perimeter trees are candidate trees city staff will examine.

LAND USE PERMIT REQUIREMENTS

The following land use permits are required for your proposal:

- Preliminary site plan,
- SEPA environmental checklist
- Multiple family design guidelines review applications (See below for more information regarding architectural design review)
- Preapplication vicinity meeting required for proposals of a new multiple-family project that containing 20 or more dwelling units or for commercial and/or any nonresidential projects on sites that are within 300 feet of residential development and which either: (a) are greater than 10,000 square feet in floor area; (b) include more than 20,000 square feet of impervious coverage; or (c) involve outdoor sales, fueling, services or repair. Prior to submittal of an application for a land use permit, an informal preapplication vicinity meeting shall be held in accordance with the terms and requirements outlined in PMC 20.26.009. Contact the case planner for assistance with noticing address list and material requirements.
- To facilitate a complete submittal, provide the following documents:
    - Complete application form, with required # of copies and supporting documents, as outlined on the application form checklist. Consult with a permit technician if you have questions about the minimum submittal checklist requirements (PermitsCenter@Puyallupwa.gov).
    - Please provide the case planner a link to Sharepoint, Onedrive, or other cloud storage accessible link (excluding Dropbox), to all documents submitted under the application process.
    - SEPA checklist with an 8.5"X11" or 11"X17" copy of the site plan
    - Proposed building elevations, along with any applicable design review application.
    - Required preliminary storm water report, consistent with Engineering's requirements and notes contained in this letter or as otherwise directed by the case Engineer.
    - Required Traffic Scoping Worksheet and Traffic Impact Analysis, consistent with Traffic Engineering's requirements and notes contained in this letter or as otherwise directed by the city Traffic Engineer.
    - Any required critical areas report, as noted herein by the case planner

- Preliminary landscape plan
- Geotechnical report, where required.
- Preliminary utility plan, or preliminary Technical Information Report (TIR), consistent with Engineering's requirements and notes contained in this letter or as otherwise directed by the case Engineer.

PERMIT TIMING

- Preliminary Site Plan with SEPA Review: 1st review is completed approximately 45 days from complete application. All subsequent reviews are approximately 30 days. The timing of final approval depends on the number of revisions requested.
- Administrative design review occurs in conjunction with the land use and SEPA review. Conditions may be issued that would be plan checked at the time of final permit(s).
- Development review for land use permits occurs in a 'phased' approach:
  - Preliminary site plan (or any other land use permit) with SEPA precedes any submittal of a civil (site development) permit or building permit.
  - After receiving the first DRT review letter, an applicant may petition development review team (DRT) staff for an early submittal waiver which would allow, at the risk of the applicant, the early submittal of civil and/or building permit(s) prior to the final DRT condition letter and SEPA.
  - Approval of an early submittal waiver to allow concurrent review of civil and building permits with the land use permit(s) and SEPA is at the discretion of DRT review staff.
  - Early submittal waivers are not always approved and are considered at the discretion of staff based on the outstanding issues with the land use process and SEPA checklist.
  - If a final condition letter is issued in lieu of a comment letter, no early submittal waiver is needed and the project may proceed to civil and/or building permit(s). SEPA is most typically issued at the end of the DRT process, after a final DRT condition letter is issued.
    - § For qualified projects in the Downtown Planned Action SEPA area, concurrent review of land use permit(s) and civil/building is allowed by right with no early submittal waiver required

GIS PROPERTY DETAILS

QV Puyallup Detailed List – 0419036002 & 0419036003

General Information	
Puyallup City Limit	Yes
City Owned Property	No
Concomitant Agreements	Yes
Regulated Floodplain 2017	No
Regulated Seclusion Area	No

Future Land Use	HDR
General Habitat Areas	No
Plats	Short Plat
Potential Land Slide Hazard	Yes - Moderate
Regional Growth Center	No
Revenue Development Area Boundary	No
Short Plat Number	8101070262
Soils	13B
Urban Growth Boundary Area	Yes
Volcanic Hazard Areas	No
Water System Name	Fruitland Mutual Water Company
Wetlands Inventory Puyallup	No
Zoning	RM-20
Zoning Overlay	N/A

LAND USE ANALYSIS

- The site is in the RM-20 zone district and the High Density Residential (HDR) Comprehensive Plan designated area. Consult PMC 20.25 for zone specific standards.
- Per PMC 20.25.010, the proposed multi-family dwellings are a permitted use. Additional permitted uses are provided in PMC 20.25.010. and conditional uses are provided in PMC 20.25.015.

CRITICAL AREAS ANALYSIS

The following critical areas are known or suspected on or within the vicinity of the subject site:

	CRITICAL AREA
X	Critical aquifer recharge area
X	10-year wellhead protection area
	5-year wellhead protection area
	1-year wellhead protection area
	Geologic hazard area – Volcanic hazard area
X	Geologic hazard area – Landslide hazard area
X	Geologic hazard area – Erosion hazard area
X	Geologic hazard area – Seismic hazard areas

	Wetland and wetland buffer
	Fish and Wildlife Conservation Area - Stream and/or stream buffer
	Fish and Wildlife Conservation Area – General habitat area
	Flood prone area – 100-year floodplain
	Shoreline of the State

- The following critical area report requirements may be triggered by known or suspected critical areas:
    - **Critical aquifer recharge areas:**
        - Reporting requirements vary based on the proposed use of the property. Most land subdivisions will not trigger these report requirements for the purposes of subdividing the land but may be triggered by future planned use of the land.
        - Activities that do not cause degradation of ground water quality and will not adversely affect the recharging of the aquifer may be permitted in a critical aquifer recharge area and do not require preparation of a critical area report; provided, that they comply with the city storm water management regulations and other applicable local, state and federal regulations. These activities typically include commercial and industrial development that does not include storage, processing, or handling of any hazardous substance, or other development that does not substantially divert, alter, or reduce the flow of surface or ground waters.
        - Activities that have the potential to cause degradation of ground water quality or adversely affect the recharging of an aquifer may be permitted in critical aquifer recharge areas pursuant to an approved critical area report in accordance with PMC 21.06.530 and 21.06.1150. These activities include:
            - Activities that substantially divert, alter, or reduce the flow of surface or ground waters, or otherwise adversely affect aquifer recharge;
            - The use, processing, storage or handling of hazardous substances, other than household chemicals used according to the directions specified on the packaging for domestic applications;
            - The use of injection wells, including on-site septic systems, except those domestic septic systems releasing less than 14,500 gallons of effluent per day and that are limited to a maximum density of one system per one acre;
            - Infiltration of storm water from pollution-generating surfaces; or
            - Any other activity determined by the director likely to have an adverse impact on ground water quality or on a recharge of the aquifer.
    - **Landslide and/or erosion hazard areas:**
        - A report from a professional engineer or geologist, licensed in the state of Washington, meeting all of the requirements of PMC 21.06 Article XII must be submitted for any site with any portion of land with slopes 15% or steeper.
        - All areas with slopes 40% or steeper and with a vertical relief of 10 or more feet <u>are designated as landslide hazard critical areas by ordinance</u>.
        - All areas with slopes 15% or steeper with soils mapped by the U.S. Department of Agriculture's Natural Resources Conservation Service, or identified by a special study, as having a "moderate to severe," "severe," or

"very severe" erosion potential are designated erosion hazard critical areas by ordinance.

- ***All other sloped areas over 15% up to 39.9%*** must be studied by a professional engineer or geologist, licensed in the state of Washington, to determine if they meet the requirements of PMC 21.06.1210 (3) for designation as a geologic landslide hazard or erosion hazard critical area.
- Land that is located wholly within an erosion or landslide hazard area or its buffer may not be subdivided. Land that is located partially within an erosion or landslide hazard area or its buffer may be divided; provided, that each resulting lot has sufficient buildable area outside of, and will not affect, the erosion or landslide hazard or its buffer;
- Access roads and utilities may be permitted within the erosion or landslide hazard area and associated buffers if the director determines based on an approved critical area report that the road will not increase the risk to adjacent sites and that no other feasible alternative exists.
- Septic systems are prohibited in landslide hazard areas or buffers PMC 21.06.1230 (10)

- **Seismic hazard areas:**
  - The site may or may not be within a seismic hazard area, which is dependent upon site soil conditions. Please consult the building department and your geotechnical engineer for more information.
- PMC 21.06.1120 Performance standards – Alteration of critical aquifer recharge areas.

ARCHITECTURAL DESIGN REVIEW ANALYSIS

- The project is subject to the PMC 20.26.200 multifamily design standards. Your project will be reviewed by the Director, or designee. The Director will review and approve, approve with conditions or deny your application.
- The following is a short summary of areas flagged for attention as you finalize the design. This is not an exhaustive review of the design review submittal and is advisory only.
  - all multiple-family projects over two acres in size, at least one of the following organizing principles must be utilized in the site design:
    a. Dwelling units shall be arranged around courtyards as per subsection PMC 20.26.200(2) of this section.
    b. Dwelling units shall be organized along a traditional street system as per subsection PMC 20.26.200 (3) of this section.
    c. Dwelling units shall be oriented towards a major natural feature on or directly adjacent to the site, including an environmentally critical area and associated buffer, or a stand of significant trees exceeding three acres in size protected within a native growth easement or designated open space area.

(4) Multifamily Menu Options to Achieve Variety in Architectural Massing.

(a) Multifamily buildings must include the architectural design features listed in the menu options under subsection (4)(b) of this section. The number of required design features shall be based upon the number of units per multifamily building, as follows:

(i) For 12 or fewer units per building: at least two features;

(ii) For 13 to 24 units per building: at least three features;

(iii) For over 25 units per building: at least four features;

(b) The following design features shall be incorporated into multifamily buildings in accordance with subsection (4)(a) of this section:

(i) Top floor setbacks on one or two sides of at least 10 feet,

(ii) Modulating building facade characterized by intervals no wider than 24 feet with at least a two-foot offset between each interval,

(iii) Angled facets, at least two per required building wall interval, including bay windows, covered entrances, and other similar features projecting out from the front facade at least three feet,

(iv) Roofline variety in buildings over one story in height such that no ridgeline is greater than 24 feet in length without a two-foot vertical or sloped offset that creates a new ridgeline that is at least 10 feet in length,

(v) A stand of trees with a canopy of 1,000 square feet (as measured in frontal view rather than top view) located no farther than 20 feet from a facade of the building, consisting of either existing trees, or planted trees.

(5) Multifamily Menu Options for Treatment of Building Articulation.

(a) Multifamily buildings must include the architectural design features listed in the menu options under subsection (5)(b) of this section. The number or required design features shall be based upon the number of units per multifamily building, as follows:

(i) For 12 or fewer units per building: at least two features;

(ii) For 13 to 24 units per building: at least three features;

(iii) For over 25 units per building: all four features;

(b) The following design features shall be incorporated into multifamily buildings in accordance with subsection (5)(a) of this section:

(i) Awnings or canopies above or window boxes below every window of an entire story or building interval grouping to distinguish one section of a building from another,

(ii) Variation in the number of stories between intervals of the building,

(iii) Variation of colors between building intervals; provided, that the applicant shall submit the color palette showing distinct colors selected by the applicant,

(iv) Between the stories of a building, a change in materials or color separated by continuous horizontal trim bands, continuous horizontal decorative masonry, or a recess or projection by at least two feet.

(6) Achieving Building Design Variety in Multifamily Development.

(a) Individual multifamily buildings with more than 24 units shall be characterized by variation in the application of materials, colors and fenestration details at any point where modulation is required under the provisions of subsection (4) of this section. For example, siding materials or colors may be alternated between building sections; accent siding materials and prominent siding materials may also be reversed; projecting bay or box windows may be used on alternating facade sections.

(b) Multiple buildings on a single site shall not be exact or close replicas of each other. While common materials, colors and styles are acceptable, each building shall be unique in terms of its general massing design and fenestration design. Variety in designs shall be achieved by variation in each building's footprint, rooflines, facade modulation, and window arrangement. Color and materials shall also be varied.

(7) Multifamily Menu Options for Treatment of Building Entrances. At least two of the following entrance features shall be included in the project design:

(a) Porches protected by a roof overhang or canopy;

(b) Wall material within the entryway that is different and distinct from the material of the front facade;

(c) Varied color scheme of the entry space walls;

(d) Varied exterior entry door styles and lighting for each entry;

(e) Trim detailing around the exterior entry doors and windows;

(f) Differentiation among front entry designs by such means as variation in porch roof designs, column and balustrade designs, entry court designs (e.g., courtyard walls, gates, paving and landscaping), door designs and (in conjunction with other variation techniques) door colors.

(8) Multifamily Menu Options for Treatment of Multiple-Family Projects Abutting RS Single-Family Zone Districts. A minimum of two of the following design features shall be selected in the design of multiple-family buildings abutting the RS zone district in order to provide a transition in scale and intensity and to maintain a level of privacy:

(a) Orientation of the narrowest end of building toward the abutting RS zone district. The horizontal length of the facade which is parallel to and oriented to the RS zone boundary shall not exceed 40 feet in width.

(b) Provision of a 15-foot-wide landscaped buffer consisting of continuous row of trees and a six-foot-tall wood opaque fence, masonry wall or vegetative screen or a native growth protection easement with a minimum width of 25 feet along the boundary between the multiple-family project and the abutting RS zone district.

(c) Windows shall only be placed on the wall facing the abutting RS zone district if they are opaque or higher than seven feet above the floor elevation of each floor.

(9) Setback and Stepback of Multiple-Family Projects Abutting RS Single-Family Zone Districts.

(a) Setback. Multiple-family buildings shall maintain a setback of 25 feet along all property lines abutting RS zone districts.

(b) Third-Floor Stepback. Multiple-family buildings within 50 feet of an RS zone district shall not exceed two stories unless the exterior walls and roof of the third story are stepped back at least seven feet from the second floor exterior walls that face the RS zone district.

(10) Multifamily Minimum Width of Exterior Stairway for Buildings Three or More Stories. On buildings three or more stories tall, exterior stairways leading up or down to multiple story dwelling unit front entrances shall have a minimum width of eight feet.

Example of Exterior Stairway for a
Three-Story Building

(11) Parking Lot Standards for Multiple-Family Projects. The following design features shall be utilized in the parking area of multiple-family structures in addition to Chapter 20.55 PMC:

(a) Rows of angled or perpendicular parking stalls shall not be allowed over a continuous distance of more than 120 feet without a landscape break consisting of an area at least 100 square feet in size and at least one tree.

(b) Carports shall not exceed 72 feet in length.

(c) For parking areas with over 20 stalls, sidewalks or designated pedestrian paths/routes shall be provided from parking areas to residential units.

(d) Parking stalls shall not be located nor positioned to cause headlights to shine into windows of residential units.

(e) Structured parking garages proposed in the RM-Core zone shall be subject to the “Parking Structure” section of the Downtown Design Guidelines, which shall be administratively applied.

(12) Multifamily Accessory Buildings and Trash and Recycling Receptacles. The following design features shall be utilized in the design of accessory buildings and trash and recycling receptacles in multiple-family projects:

(a) Accessory buildings shall contain the same building materials and – where roofed – roofing materials and roof forms as those used on the primary residential structures.

(b) Trash and recycling shall be visually screened from streets and adjacent properties by: (i) substantial sight-obscuring landscaping which will achieve a height of at least six feet within three years of planting; or (ii) an enclosure constructed4 of the same siding materials used on the primary residential structures.

(c) If the same building materials are discontinued or otherwise unavailable, an alternate material that closely resembles the original material may be used.

OFF-STREET PARKING ANALYSIS

- 20.55.010 Number of parking spaces required:
  - Dwellings, multiple family, including apartments, condominiums, duplexes and townhouses: two spaces per unit.
- Per PMC 20.55.018, parking requirements may be reduced for low impact development.
- Other relevant parking code sections to consult:
  - PMC 20.55.016 Motorcycle/bicycle parking requirements.
  - PMC 20.55.018 Reduced parking requirements for low impact development
  - PMC 20.55.025 Compact parking spaces.
  - PMC 20.55.035 Aisle and driveway dimensions.
  - PMC 20.55.040 Conflict with use of street or alley
  - PMC 20.55.042 Parallel parking maneuverability in off-street parking lots
  - PMC 20.55.055 Improvement and maintenance of parking areas.

LANDSCAPING REQUIREMENTS ANALYSIS

PMC 20.58 outlines landscaping requirements. The city has a companion design manual – the Vegetation Management Standards (VMS) manual – found here:

- (cityofpuyallup.org → Planning Services → Current Planning (tab) → Vegetation Management Standards (PDF link)
- https://www.cityofpuyallup.org/DocumentCenter/View/1133/Vegetation-Management-Standards-?bidId=

Perimeter landscaping requirements:

- Per PMC 20.58.005, the perimeter of all sites shall be landscaped the full depth of the required setbacks for the subject site, or 12 feet, whichever is less. In no event shall a perimeter landscaping buffer be smaller than six (6) feet. However, in no case shall paving areas project into landscape yards.
- Consult PMC 20.26.500 if the subject site is nonresidential in a residential zone area or abuts a residentially zoned site. A 30' landscape buffer may apply.
- Site Specific analysis:

Yard	N/S/E/W or street frontage	Width	Landscape type
Front	West (5th Street SE)	12'	Type II
Rear	East	6'	Type III
Side	North	6'	Type III
Side	South	15'* *25' required by	Type I

		concom. agreement	
Street side	N/A	N/A	N/A

Significant trees

- Existing tree(s) 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 the removal of any significant trees, then you must include a tree risk assessment completed by a certified arborist and provided with your land use application.

Street trees:

- Street trees are required, consistent with PMC 11.28 and the VMS.
- Please provide a landscape plan indicating existing or proposed street trees are consistent with the city's requirements as outlined in the Municipal Code (PMC 20.58), the Vegetation Management Standards (VMS) manual and city Public Works standards, found here: https://www.cityofpuyallup.org/1445/100---Roadway
    - Standards 01.02.02, 01.02.03, 01.02.04, 01.02.08A

Parking lot landscaping:

- The project is not proposing off-street parking not associated with townhome driveways or garages. If the project is revised to include off-street parking areas, the parking lot landscaping requires may be required.
- Applicability*:* If the proposed paved areas on site exceed 10,000 square feet, the project landscape architect shall design to the city's parking lot landscaping standards (Type IV standards).
- The site designer and landscape architect will need to review and integrate all the other design requirements of the type IV landscaping standards, including:
    - No more than eight (8) parking spaces shall be placed consecutively without a landscaping island.
    - All perimeter landscape islands (defined as islands which project into parking lots from an area connected to a perimeter landscape yard) shall be a minimum of 12' wide with a minimum area of 200 sq ft of area.

Other landscaping standards

- Storm water facilities shall be landscaped in accordance with SLD-02, contained in the VMS.
- Storm water control facilities requiring security fence shall include vegetation around the out perimeter and shall not be located in, or be considered part of, required landscape areas.
- Storm water control facilities not requiring security fence may be included in any require landscaped area, provided they do not encroach into required buffer areas nor diminish required screening.
- The perimeter of all parking areas and associated access drives which abut public rights-of-way shall be screened with on-site landscaping, earth berms, fencing, or a combination thereof.

- All trash containers shall be screened from abutting properties and public rights-of-way by substantial sight-obscuring landscaping. Sight-obscuring fences and walls can be substituted for plant materials
- 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 this chapter.

ENGINEERING –JAIME CARTER, 253-435-3616 jcarter@puyallupwa.gov

Engineered plans must follow the latest regulations and standards set forth in the Puyallup Municipal Code (PMC), the City Standards for Public Works Engineering and Construction (design standards), and the current City adopted stormwater manual at the time of civil permit application [PMC 21.10.040]. The stormwater design associated with this Development Permit will be reviewed for compliance with the 2014 amended Stormwater Management Manual for Western Washington (ECY manual), which is the current adopted stormwater manual. The comments provided below are project-specific in nature and should not be considered an exhaustive list of the requirements from the PMC, design standards, or the ECY manual.

CIVIL PERMIT APPLICATION

- Civil engineering drawings will be required for this project prior to issuance of the first building permit (The city has transitioned to electronic review. Please reach out to the city permit technicians at PermitCenter@PuyallupWA.gov and they will guide you how to submit). Included within the civil design package will be a utility plan overlaid with the landscape architects landscaping design to ensure that potential conflicts between the two designs have been addressed. **Engineering plans cannot be accepted until Planning Department requirements have been satisfied, including but not limited to, SEPA, Preliminary Site Plan approval, CUP, and/or Hearing Examiner conditions.**
- Civil Engineering plan review fee is $670.00 (plus an additional $130.00 per hour for reviews in excess of five hours). The civil permit shall be $300.00, and the inspection fee shall be 3% of the total cost of the project as calculated on the Engineering Division Cost Estimating Form. [City of Puyallup Resolution No.2098]
- **Civil Engineering drawings shall conform to the following City standards Sections 1.0 and 2.0:**
  - Engineering plans submitted for review and approval shall be on 24 x 36-inch sheets.
  - Benchmark and monumentation to City of Puyallup datum (NAVD 88) will be required as a part of this project/plat.
  - The scale for design plans shall be indicated directly below the north arrow and shall be only 1" =20' or 1" =30'. The north arrow shall point up or to the right on the plans.
  - Engineering plan sheets shall be numbered sequentially in this manner: Sheet 1 of 20, Sheet 2 of 20, etc. ending in Sheet 20 of 20.
  - All applicable City Standard Notes and Standard Details shall be included on the construction plans for this project. A copy of the City Standards can be found on the City's web site under Office of the City Engineer, Engineering Services.

Revised Frontage Code:

New Commercial/Industrial Buildings or Expansion of Existing buildings:

- Any person or entity who constructs or causes to be constructed any new commercial/industrial building or expansion of an existing commercial/industrial building either of which have a structure improvement value exceeding $200,000 in valuation shall construct curb, gutters, planter strips, street trees, sidewalks, storm drainage, street lighting, and one-half street paving (only required if the existing pavement condition is poor) in accordance with the city's Public Works Engineering and Construction Standards and Specifications. The frontage improvements shall be required along all street frontage adjoining the property upon which such building will be placed. Frontage improvements shall also be required where any reasonable access to the property connects to the public right-of-way, although the primary access is located on another parcel. There is no cap on frontage improvements for new buildings or expansion of existing buildings.

WATER

Water Outside City Service Area:

- Water to this site is to be provided by Fruitland Mutual Water Company. Applicant shall design and construct watermain to meet Fruitland Mutual Water standards. Applicant is responsible for verifying the required level of backflow protection with the water authority. Water connection fees and systems development charges shall be in accordance with Fruitland Mutual Water Company. The applicant shall provide a water availability letter prior to building permit issuance for the site. [RCW 19.27.097 & PMC 14.02.130]
- Fire hydrants and other appurtenances such as Double Detector Check Valve Assembly (DDCVA) and Post Indicator Valve (PIV) shall be placed as directed by the Puyallup Fire Code Official.

→Backflow Protection

- The applicant shall provide backflow protection with the installation of a double check valve assembly (DCVA) on the domestic connection to the public water main, if one does not currently exist. A plumbing permit is required for this work to be completed; and the unit should be located outside the building, immediately downstream of the existing water meter if possible. If an irrigation system is also proposed, a DCVA is required on that line as well. [PMC 14.02.220(3) & CS 302.2]

Fire Requirements (applies to both City Water and Water Purveyors):

- Single family homes can utilize a larger water meter to provide domestic fire flow up to 1-inch. Typical meter size for residential is 5/8-inch.
- For commercial/townhome developments each building shall have its own fire sprinkler system with a dedicated fire service line.
- The domestic service line and fire system service line shall have a separate, independent connection to the supply main. A Double Check Valve Assembly (DCVA) will be required near the property line at the point of connection to the public main. The fire sprinkler Double Detector Check Valve Assembly (DDCVA) may be located either inside, or outside, of the building.

- The sprinkler supply line shall be designed, and shown on the plan, **into the building** to the point of connection to the interior building riser. Provide plan and elevation detail(s) where the riser enters the building with dimensions, clearances, and joint restraint in accordance with **NFPA 24**. A post indicator valve (PIV) shall be provided for the fire sprinkler system in advance of the DDCVA. [PMC 14.02, CS 302.3, & CS 303]
- Fire hydrants shall be placed so that there is a minimum of 50-feet and a maximum 150-feet of separation from hydrants to any building walls. [PMC 16.08.080 & CS 301.2, 302.3]
- The Fire Department Connection (FDC) shall be located no closer than 10-feet and no further than 15-feet from a fire hydrant. [CS 302.3]

SEWER

- The proposed sewer system shall be designed and constructed to current City standards. [PMC 14.08.070}
- The applicant shall connect into the existing public system located within 27th Ave SE. If a proposed connection is to occur elsewhere, the applicant shall confirm that the system is located within a 40-foot easement dedicated to the City for maintenance purposes [PMC 14.08.070, PMC17.42 & CS 401(14)]
- The sanitary sewer main shall be located 5-feet east or north of roadway centerlines. [PMC 17.42]
- A structure is needed to be placed at the property line to distinguish ownership/maintenance responsibility.

- A separate and independent side sewer will be required from the public main to all building sites for each proposed lot. Side sewers shall be extended from the main 15-feet beyond the property line at the building site and shall be 6-inch minimum diameter with a 0.02 foot per foot slope. [PMC 14.08.110 & CS 401(7)]
- Side sewers shall have a cleanout at the property line, at the building, and every 100 feet between the two points. [PMC 14.08.120 & CS 401(6)]
- The construction of an area drain for the trash enclosure, if proposed, will require the enclosure to be covered to prevent stormwater infiltration into the sewer system.
- Drainage for any underground parking shall be connected to the sanitary sewer system through an oil-water separator. [PMC 14.06.031 & CS 402.2]
- All private oil-water facilities shall be maintained in accordance with PMC 14.06.031. Under this Title, records and certification of maintenance shall be made readily available to the City for review and inspection and must be maintained for a minimum of three years. If the owner fails to properly maintain the facility, the City, after giving the owner notice, may perform necessary maintenance at the owner's expense. [PMC 14.06.031 & CS 402.2]
- During the Pre-Application Meeting the client inquired about proposed sewer depths. Our collections department reviewed the request and offers the following caveats:
  - The proposed sewer shall be analyzed and designed as to be large enough to accommodate the full buildout of the service area for which it shall become a part.
  - Easements shall be 40 feet wide to provide reasonable access to the sewer system.
  - Manholes should be sized to allow for entry and repair.
  - Eliminate or omit designs for any enclosed drops or bowl style drops.

- There could be enhanced design requirements for sewer infrastructure at this depth. A deviation from standard may be required to exceed the 20 foot depth maximum for sanitary sewer manholes and ductile iron pipe will most likely be required.

STORMWATER

- Design shall occur pursuant to the 2012 Stormwater Management Manual for Western Washington as amended in December 2014 (The 2014 SWMMWW) and current City Standards. [PMC 21.10.040]
- Preliminary feasibility/infeasibility testing for infiltration facilities shall be in accordance with the site analysis requirements of the Ecology Manual, Volume I, Chapter 3, specifically:
  - Groundwater evaluation, either instantaneous (MR1-5) or continuous monitoring well (MR1-9) during the wet weather months **(December 21 through April 1).**
  - Hydraulic conductivity testing:
    - If the development triggers Minimum Requirement #7 (flow control), if the site soils are consolidated, **or** is encumbered by a critical area a Small-Scale Pilot Infiltration Tests (PIT) during the wet weather months **(December 21 through April 1)** is required.
    - If the development does not trigger Minimum Requirement #7, is not encumbered by a critical area, and is located on soils unconsolidated by glacial advance, grain size analyses may be substituted for the Small Scale PIT test at the discretion of the review engineer.
  - Testing to determine the hydraulic restriction layer.
  - Mounding analysis may be required in accordance with Ecology Volume III Section 3.3.8.
- If infiltration facilities/BMPs are feasible, the number of tests shall be based on the area contributing to the proposed facility/BMP, e.g., one test for every 5,000 square feet of permeable pavement or one test for each bio-retention cell.

- The applicant shall include a completed stormwater flowchart, Figure 3.1, contained in Ecology's Phase II Municipal Stormwater Permit, Appendix I with the stormwater site plan. The link below may be used to obtain the flowchart:

  https://ecology.wa.gov/DOE/files/7a/7a6940d4-db41-4e00-85fe-7d0497102dfd.pdf

- Public right-of-way runoff shall be detained and treated independently from proposed private stormwater facilities. This shall be accomplished by providing separate publicly maintained storm facilities within a tract or dedicated right-of-way; enlarging the private facilities to account for bypass runoff; or other methods as approved by the City Engineer. [PMC 21.10.190(3)]

Stormwater Retention/Detention (R/D) Facilities:

- Overflow facilities shall be provided for any proposed R/D facilities in accordance with City standards. This may include a downstream analysis of up to a quarter mile.

- Any above-ground stormwater facility shall be screened in accordance with planning requirements.
- Stormwater R/D facilities shall be a minimum of 20-feet from any public right-of-way, tract, vegetative buffer, and/or property line measured from the toe of the exterior slope/embankment of the facility. [PMC 21.10 & DOE Manual, Vol. V, Pg. 10-9]
- A minimum of 5-feet clearance shall be provided for access around any required vegetative buffer. [PMC 21.10 & CS 206]

The following items shall be included at the time of Civil permit submittal:

- A **permanent** storm water management plan which meets the design requirements provided by PMC Section 21.10. The plan and accompanying information shall provide sufficient information to evaluate the environmental characteristics of the affected areas, the potential impacts of the proposed development on surface water resources, and the effectiveness and acceptability of measures proposed for managing storm water runoff. The findings, existing and proposed impervious area, facility sizing, and overflow control shall be summarized in a written report. [PMC 21.10.190, 21.10.060]
- A written technical report that clearly delineates any offsite basins tributary to the project site and includes the following information: [PMC 21.10.060]
  - the quantity of the offsite runoff;
  - the location(s) where the offsite runoff enters the project site;
  - how the offsite runoff will be routed through the project site.
  - the location of proposed retention/detention facilities
  - and, the location of proposed treatment facilities

- All pipe reaches shall be summarized in a Conveyance Table containing the following minimum information and included in the report:

Pipe Reach Name	Design Flow (cfs)
Structure Tributary Area	Pipe-Full Flow (cfs)
Pipe Diameter (in)	Water Depth at Design Flow (in)
Pipe Length (ft)	Critical Depth (in)
Pipe Slope (%)	Velocity at Design Flow (fps)
Manning's Coefficient (n)	Velocity at Pipe-Full Flow (fps)
HGL for each Pipe Reach	Percent full at Design Flow (%)

- In the event that during civil design, there is insufficient room for proposed stormwater facilities in the area(s) shown on the site plan, the stormwater area(s) shall be increased as necessary so the final design will be in compliance with current City Standards. This may result in the number of lots being reduced, or a reduction in other site amenities. [PMC 21.10.060(4), 21.10.150]

- A Construction Stormwater General Permit shall be obtained from the Department of Ecology if any land disturbing activities such as clearing, grading, excavating and/or demolition will disturb one or more acres of land, or are part of larger common plan of development or sale that will ultimately disturb one or more acres of land. The

application must be made 60 days prior to the discharge of any stormwater from the site. The link below may be used to obtain information to apply for this permit:

http://www.ecy.wa.gov/programs/wq/stormwater/construction/

- All private storm drainage facilities shall be covered by a Stormwater Management & BMP Facilities Agreement provided by the City and recorded with Pierce County. Under this agreement if the owner fails to properly maintain the facilities, the City, after giving the owner proper notice, may perform necessary maintenance at the owner's expense.

FEES

- Water and sewer connection fees and system development charges are due at the time of building permit issuance and do not vest until time of permit issuance. Fees are increased annually on February 1st.
- Stormwater system development fees are due at the time of civil permit issuance for commercial projects and at the time of building permit issuance for single family or duplex developments and do not vest until time of permit issuance. Fees are increased annually on February 1st.

→***New Development***

Water

- For each building, a water system development charge (SDC) will be assessed based on the number of "residential" units in the facility. Current SDC's as of this writing are **$4,020.00** for the first residential unit and **$3,015.00** for each additional unit per building. [PMC 14.02.040, 14.10.030]

Sewer

- For each building, a sanitary sewer system development charge (SDC) will be assessed based on the number of "residential" units in the facility. Current SDC's as of this writing are **$5,560.00** for the first residential unit and **$4,170.00** for each additional unit. [PMC 14.10.010, 14.10.030]

Stormwater

- A Stormwater Systems Development fee will be assessed for each new equivalent service unit (ESU) in accordance with PMC Chapter 14.26. Each ESU is equal to 2,800 square feet of 'hard' surface. The current SDC as of this writing is **$3,360.00** per ESU.

TRAFFIC –BRYAN ROBERTS (253) 841-5542 broberts@puyallupwa.gov

- Traffic scoping worksheet will be required. The City policy requires the project trips to be estimated using the Institute of Transportation Engineers' (ITE) Trip Generation, 10th Edition. In general, trip generation regression equations shall be used when the R2 value is 0.70 or greater. For single-family units and offices smaller than 30,000 SF, use ITE's Trip Generation, average rate. The project trips shall be rounded to the nearest tenth. Trip credits would be allowed for any existing development.
- Once the traffic scoping worksheet is reviewed, a written response would be sent to the applicant's traffic engineer outlining the scope of the project's Traffic Access and Impact Study (TAIS).

- Park impact fee was established by Ordinance 3142 dated July 3, 2017 and shall be charged per new dwelling unit based on its size:

Size of Residential Dwelling	Park Impact Fee (Per residential dwelling Unit)
Less than 500 sqft	$1,560.05
500 - 999 sqft	$2,313.53
1,000 – 1,999 sqft	$3,291.31
2,000 sqft or more	$4,017.30

- The City has adopted a City-Wide Traffic Impact Fee of $4,500 per PM peak hour trip and shall be paid prior to building permit issuance.
- Per Puyallup Municipal Code Section 11.08.135, the applicant/owner would be expected to construct half-street improvements including curb, gutter, planter strip, 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. Based on the materials submitted, the applicant would be expected to construct half-street improvements on the following streets:
    - 5th St SE shall consist of curb, gutter, 8' sidewalks, 5.5' planter strip, and streetlights. The improvements shall be from street centerline. Assuming a symmetrical cross section, additional right-of-way (ROW) on 5th St SE may need to be dedicated to the city.
- The existing intersection of 5th St SE & 27th Ave SE does not meet current geometric standards for the City of Puyallup or Pierce Co.
    - To mitigate the existing sight distance & geometric deficiencies, this intersection shall be access restricted (right-in/right-out).
- Off-site pedestrian improvements are required to connect the east side of 5th St SE with 27th Ave SE.
    - Please review Puyallup Municipal Code section 19.12.050 (2)(h) about offsite pedestrian infrastructure improvements.
- City standard commercial driveway(s) shall be required along frontage. The width of the proposed site access driveway(s) shall be 30ft.
- During preliminary site plan review a sight distance analysis may be required ensure drive locations meet City standards.
- AutoTurn analysis will be required to ensure the largest anticipated design vehicle can safely maneuver throughout site and driveways.
- Site circulation vehicle access must not exceed 10% grade
- Driveway depth/length must allow at least 22ft from the garage to the internal access. This will ensure vehicles parking in driveways will not interfere with required 26ft wide fire access.

FIRE PREVENTION – DAVID DRAKE, 253-864-4171 ddrake@puyallupwa.gov **RAY COCKERHAM, 253-841-5585** RayC@puyalupwa.gov

- 10% maximum grade throughout fire lane. Dead ends over 150' will be required to meet this code.
- Auto-turn or equivalent program required to demonstrate fire apparatus turning radiuses and angle of inclination.

- Fire Sprinkler Systems required.
- Fire Sprinkler and Fire Alarm shall be designed under the 2018 IBC, IFC, and 2016 NFPA.
- Provide Fire Hydrant, FDC, and PIV locations on plans to determine code compliance.
- Fire Alarm Systems required and shall meet City Municipal Code Total Coverage NFPA 72.
- Please email me for Fire Apparatus Specs. ddrake@puyallupwa.gov

BUILDING – JANELLE MONTGOMERY, 253-770-3328 Jmontgomery@Puyallupwa.gov RAY COCKERHAM, 253-841-5585 RayC@PuyallupWA.gov

- At this point in the process with limited building information appears to meet R-3 Townhomes definition per 2018 IRC.
- Building plans will need to be complete with all building, mechanical, plumbing, energy code items and accessibility requirements that *may* apply on the plans.
- The truss specs will also be required with the truss engineers' stamps and a layout that matches the submitted plans at the time of submittal.
- The complete plumbing plan for water and sanitary sewer should include size and length of lines, vents, drains etc.
- Plans will need to be per the applicable codes 2018 adopted February 1, 2021 for all permits. The 2018 WSEC requires each unit to meet their own credits.
- The proposed retaining wall on P3 will require engineer design and submitted as a separate permit.
- Contact the Permit Center for estimate of building permit fees. Their contact is www.permitcenter@puyallupwa.gov or (253) 864-4165.
- All electrical is permitted by the Washington State Department of 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.