



City of Puyallup

Planning Division

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

www.cityofpuyallup.org

February 22, 2024

Robert Landa
2001 Western Ave, Suite #200
Seattle, WA 98121

DEVELOPMENT REVIEW TEAM (DRT) LETTER	
DRT #	1
PERMIT #	PLCUP20230109
PROJECT NAME	Puyallup High School - 3 double portable addition
PERMIT TYPE	Conditional Use Permit
PROJECT DESCRIPTION	Submitting for conditional use permit to locate three double classroom portables adjacent to existing portables at Puyallup High School.
SITE ADDRESS	721 W MAIN, PUYALLUP, WA 98371; 711 W MAIN, PUYALLUP, WA 98371;
PARCEL #	5870000190; 5870000231;
ASSOCIATED LAND USE PERMIT(S)	
APPLICATION DATE	October 12, 2023
APPLICATION COMPLETE DATE	November 17, 2023
PROJECT STATUS	Active Development Review Team (DRT) review case – resubmittal required. Please address review comments below and resubmit revised permit materials and by responding in writing to the remaining items that need to be addressed.
APPROVAL EXPIRATION	N/A – Active permit application, not approved

CONDITIONS	<p>Active permit application, not approved;</p> <p>Pursuant to PMC 20.11.022 regarding inactive applications, any and all pending land use applications or plat applications shall be deemed null and void unless a timely re-submittal is made to the City within 1 year of issuance of this Development Review Team (DRT) comment letter.</p> <p>DRT review letters typically identify requested corrections, studies or other additional required pieces of information necessary to demonstrate conformance with the City's adopted development standards and codes.</p> <p>Subsequent applicant re-submittals shall make a good faith effort to respond to each request from this letter in order for the application to remain active. 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

- PMC 20.80.010 (3) lists required findings to grant a conditional use permit. The third finding states "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". It is the City's understanding that a significant number of students will be walking across W Main and 7th St NW, during each class passing period, to attend class in the proposed portables and the existing portables at this site and to access classes on the rest of the Puyallup High School campus. Please write a narrative addressing how the newly added portable classrooms meets finding #3 in terms of student pedestrian traffic across these streets during class passing periods.
- Provide dimensions for setback from western property line of parcel #5870000190. PF zone requires 20ft setback from this property line, or can be reduced through CUP process. If reducing setback, provide narrative for how reduced setback will meet all four findings of CUP PMC 20.80.010. [Site Plan, sheet AS-100]
- Parking Requirements: Parking is required at the rate of one space for each 65 square feet of classroom space, plus one space for each 300 square feet of office space. It is our understanding that this project is being erected to accommodate the demolition of the Library science building. Please provide a summary table that demonstrates the square footage of library science area to be demolished, the number of library science parking space no longer needed and compares the number of parking spaces required for the proposed portable buildings. As long as the number of parking spaces no longer required for the library science building demolition is less than or equal to the number of parking stalls required for the proposed portables, no additional parking stalls will be required to be installed on the campus.

Building Review - Janelle Montgomery; (253) 770-3328; JMontgomery@PuyallupWA.gov

- PLCUP20230109

Clarify if the proposed portables are new or being relocated to site. Note all portables will require the State Label for modular for portables to receive Certificate of Occupancy.

State Health Departments approval with documentation to meet their standards will be required with submittal for building permits. <https://doh.wa.gov/community-and-environment/schools/school-portables>

Provide accessible path on site plan to restrooms. Include travel distance to public way and to restrooms to be utilized to support the portables occupant load requirements. Provide floor plan with occupant load to determine restroom requirements per 2018 (or potentially 2021) IBC. Within restroom calculations provide for occupancy load for proposed portables and where students will have access to them. Include current occupant load on restrooms to be used with the proposed that will service new portables for a total count to determine if meets code requirements.

Upon submittal of building permit provide:

- 1) Provide restroom calculations required for portable occupancy load and where students will have access to them. Include current occupant load restroom use with the proposed that will service portables for a total count to determine required total using restroom meet 2018 codes.
- 2) Provide accessible path including travel distance to public way and to what restrooms will be utilized to support the portables occupant load requirements.
- 3) On site plan, include all accessible ramps, stairs etc. for new portables, include dimensions.
- 4) Additional accessible parking may not be required if occupant load for portables will be relocated from existing building to portables (no increase) but show access to the public way on site plan from proposed portable to public way/parking. For all accessible requirements the City adopted the 2018 IBC / WAC 51-50 and the ICC A117.1-2009 standard.
- 5) Provide engineer seal attachment detail for setting portables, include all seismic requirements.
- 6) To obtain Certificate of Occupancy portables will require Health Department approval and valid modular label on building.

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

- It appears that any overflow or connection to the city storm system will flow to Clarks Creek which is not a flow control exempt water body. Provide further information proving the exemption or meet list #2 or the LID performance standard. [drainage report, pg 13]

- Provide a downstream drainage map. [drainage report, pg 13]
- Provide a geotechnical report providing site specific infiltration testing and continuous groundwater monitoring during the wet season (December 1st- April 1st. [drainage report, pg 1]
- Provide a legend on the plans that distinguish existing and proposed linetype and hatches. [site plan]
- Revise minimum trench centerline spacing to be 6'. [Add dwg, sheet C-04]
- Setback both trenches a minimum of 10' from the proposed structures. [Add dwg, sheet C-04]
- The city adopted 2019 DOE manual requires site specific infiltration testing, USDA soil infiltration rate may not be used. [drainage report, pg 14]
- Re-run infiltration trench modeling once the site specific infiltration rate is determined. [drainage report, pg 27]
- Provide a downstream drainage map, city records do not appear to show runoff is directly conveyed to the Puyallup River and rather to Clark's Creek then to the Puyallup River. [Drainage report, pg 9]
- Stormwater feasibility must be determined prior to conditional use permit approval. [drainage report, pg 9]

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

- The City of Puyallup does not agree with the stated student capacity identified in the traffic scoping document. Previous documents submitted to the City of Puyallup show the previously approved and constructed phase one master plan assumed student capacity at 1650 students (not 1862 as stated with this submittal). These documents clearly show student capacity was assumed at 1650 for phase 1, and would be built out to 1800 with the full build out of the previously proposed master plan (phase 3). For the purpose of studying traffic impacts, parking requirements, public services, etc. these quantities were clearly assumed by the applicant. For the purposes of future traffic impact analyses and impact fee assessments, base student capacity should be assumed at 1650.
- The City of Puyallup does not allow the transfer of vehicle trip credits between separate parcels. However, it's understood that the proposed portables will function as part of the overall campus. Will need to discuss how to represent this project as part of the CUP.
- The existing pedestrians facilities on 7th St NW are substandard. Please identify mitigation to accommodate additional pedestrian trips.

Conditions

Condition Category	Condition	Department	Condition Status
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Condition Category	Condition	Department	Condition Status
Public Noticing	Public notice sign must be posted on site in a publically visible location.	Planning Division	Resolved
Public Noticing	Signed Affidavit must be provided.	Planning Division	Resolved
Submit With Building Permit Application	Lot Combination Permit Application required due to property line crossing proposed building footprint. Lot combination of lots APN 5870000190 and 5870000231 required. Application form can be downloaded from the City website at https://www.cityofpuyallup.org/DocumentCenter/View/11646/Lot-Combination-Application . Apply for separate lot combination permit under Planning module on City's online permit portal. This will be required before building permit can be approved.	Planning Division	Open

Sincerely,
Rachael N. Brown
Associate Planner
(253) 770-3363
RNBrown@PuyallupWA.gov