



City of Puyallup

**Planning Division**

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

www.cityofpuyallup.org

March 12, 2024

Cheryl Ebsworth  
 18215 72nd Avenue South  
 Kent, WA 98032

<b>DEVELOPMENT REVIEW TEAM (DRT) LETTER</b>	
DRT #	1
PERMIT #	PLVAR20230125
PROJECT NAME	Freeman Road Logistics
PERMIT TYPE	Variance
PROJECT DESCRIPTION	Reduction of South landscaping buffer from the 35' wide 1a buffer required by PMC 20.35.020 (8) to a 12' wide 1d buffer which would include a berm, retaining wall and 6' wood fence, similar to the reduction allowed by PMC 20.26.500 (1).
SITE ADDRESS	5117 FREEMAN RD E, PUYALLUP, WA 98371;
PARCEL #	0420205003;
ASSOCIATED LAND USE PERMIT(S)	P-21-0136 P-21-0011
APPLICATION DATE	December 04, 2023
APPLICATION COMPLETE DATE	January 11, 2024
<b>PROJECT STATUS</b>	<b>Active Development Review Team (DRT) review case – resubmittal required.</b> Please address review comments below and resubmit revised permit materials and by responding in writing to the remaining items that need to be addressed.
<b>APPROVAL EXPIRATION</b>	<b>N/A – Active permit application, not approved</b>
<b>CONDITIONS</b>	<b>Active permit application, not approved;</b> 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. 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.

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.

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](mailto: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** - Chris Beale; (253) 841-5418; CBeale@PuyallupWA.gov

- **LANDSCAPE:** Provide a cross section view of the landscaping yard's proposed dimensions, grading, walls/fence and plant materials. A cross section view is needed to demonstrate the proposed design.

**LANDSCAPE:** Provide conifer trees in the reduced landscape yard instead of deciduous. The proposed width of landscape may be justified if the screening of the project use is still provided with the correct plant materials.

**LANDSCAPE:** The prelim landscape plan shows landscaping in the far SE corner of the site; prelim civil plans show substantial civil utility conflicts in that location. Is the applicant proposing to eliminate all landscaping in that corner of the development? Please clarify. Staff may recommend setting those utilities back interior to the site to maintain some landscape cover in that area.

## Conditions

Condition Category	Condition	Department	Condition Status
Public Noticing	Public notice sign must be posted on site in a publically visible location.	Planning Division	Open
Public Noticing	Signed Affidavit must be provided.	Planning Division	Open
	Walls that exceed a total of 4 feet (toe to top)	Engineering	Open

Condition Category	Condition	Department	Condition Status
	require building permits.	Division	

Sincerely,  
Chris Beale  
Senior Planner  
(253) 841-5418  
CBeale@PuyallupWA.gov