



City of Puyallup

Planning Division

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

www.cityofpuyallup.org

June 06, 2024

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

FINAL DEVELOPMENT REVIEW TEAM (DRT) LETTER	
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	November 17, 2023
APPLICATION COMPLETE DATE	November 17, 2023
PROJECT STATUS	Final Development Review Team (DRT) letter – application approved. The latest revised copy of submitted materials has fulfilled the city's requirements related to the land use permit in accordance with the following conditions and notes. The project is now proceeding into the scheduling of a public hearing on the project.
APPROVAL EXPIRATION	June 06, 2025
CONDITIONS	See notes and conditions below. The project shall conform to all conditions outlined herein and shall comply with all applicable provisions of the Municipal Code and any SEPA conditions (if SEPA environmental review was performed).

HOW TO USE THIS LETTER

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.

CONDITIONS

The following are conditions of approval. All future civil and/or building permit submittals shall comply with the following conditions, if any. Each condition has been added by a specific City of Puyallup Department, please contact the specific reviewer associated with that condition for any specific questions regarding that condition:

Department	Reviewer	Phone	Email
Planning	Rachael N. Brown	2537703363	RNBrown@PuyallupWA.gov
Engineering	Anthony Hulse	2538415553	AHulse@PuyallupWA.gov
Traffic	Bryan Roberts	2538415542	broberts@PuyallupWA.gov
Building	Janelle Montgomery	2537703328	JMontgomery@PuyallupWA.gov
Fire	David Drake	2538644171	DDrake@PuyallupWA.gov

Condition Category	Condition	Department	Condition Status
Public Noticing	Public notice sign must be posted on site in a publicly 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	Planning Division	Open

Condition Category	Condition	Department	Condition Status
	be approved.		
Submit With Civil Permit Application	At time of civils provide the LID performance standard printout for the WWHM calculation. [Anthony Hulse @ 04/17/2024 11:17 AM]	Engineering Division	Open
Submit With Civil Permit Application	At time of civils, show the overflow connection from site to the storm main within the public right of way.	Engineering Division	Open
Submit With Civil Permit Application	The footprint of the infiltration facility is adequate. The final design of the stormwater mitigation best management practice for the proposed portables will be addressed at the time of civil application.	Engineering Division	Open
Public Noticing	The applicant shall hold a public meeting no less than 14 calendar days before the closure of the road to inform surrounding property owners and the parents and guardians of Puyallup High School Students of the street closures before they take effect. The school district shall coordinate the public noticing of the meeting with the City. Noticing shall be sent no less than 14 calendar days before the scheduled meeting date. City representatives shall be present at this meeting.	Planning Division	Open
Standard Conditions	The City of Puyallup acknowledges the current proposal (to install portable classroom space to accommodate the demolition of the existing Library Science Building), will not increase student capacity or cause a net increase in vehicle trips associated with the campus. The previously submitted traffic scoping document assumed the maximum program capacity (1862 students) to represent previously approved and constructed baseline capacity. The City believes the base student capacity should be assumed at 1650 students. However, since the current proposal will not result in additional vehicle trips, the City can resolve capacity discrepancies at a later date.	Traffic Division	Open

Condition Category	Condition	Department	Condition Status
	<p>If the City does not continue the temporary street closure at the end of the 1-year pilot period, the School District will be responsible to provide mitigation to address substandard pedestrian facilities within the proposed closure area. Mitigation must address safety and operational concerns caused by increased pedestrian/vehicle conflicts (as a result of the project). Design would be required to meet best engineering practice and comply with nationally accredited design guidelines (AASHTO, MUTCD, PROWAG, NACTO, etc). Any temporary infrastructure installed by the District shall be removed (including any restoration work).</p> <p>The applicant will be required to coordinate with the City of Puyallup to collect and analyze before/after closure traffic data during the temporary 1-year closure. It will be the responsibility of the applicant to mitigate any impacts identified during the 1-year pilot period. A comprehensive before/after traffic analysis (scope to be approved by the City of Puyallup) must be submitted to the City for review no later than 6 months from the start of the 1-year pilot period.</p> <p>If the temporary closure area becomes permanent (after the 1-year pilot period) the school district will be fully responsible to design and construct infrastructure to adequately facilitate a permanent closure condition. Separate Civil permit required for this work. Permanent infrastructure must be in-place to continue the closure condition. Additionally, the district would be required to purchase vacated ROW from the City if approved by council. It should be noted that the ROW vacation process (if approved by Council) can take 6-months to complete.</p>		

Condition Category	Condition	Department	Condition Status
	<p>School Districted will be required to submit a detailed temporary roadway closure plan to be reviewed/approved by the City prior to executing the 1-year pilot temporary roadway closure. The roadway closure will include the following items but are not limited to:</p> <ul style="list-style-type: none"> -Clearly identify the extent of the proposed roadway closure including any channelization devices and MUTCD compliant signage. Roadway closure plan must be reviewed/approved by the City prior to implementing temporary roadway closure. -Coordinate with emergency services for gate placement. AutoTurn analysis may be required. -Temporary closure shall utilize MUTCD compliant gates. Gates shall be fully retroreflectorized on both sides with vertical stripes alternately red and white at 16-inch intervals measured horizontally. This guidance comes directly from the MUTCD (Section 2B.68). Recommend installing end of roadway object markers (OM4-1) similar to the City's Type III Barricade standard (01.01.21). The bottom of the retroreflectorized area shall be located 3.5 to 4.5 feet above the roadway surface. -Gates are required to have KNOX locks for emergency access. -Temporary/permanent design considerations to allow bicycle movements on 7th St NW as described in the Active Transportation Plan. -In accordance with MUTCD, signage for extended duration traffic control are required to be post mounted.. -Verify SSD, sign legibility distance for vehicles approaching the temporary closure. -District will need to provide a detailed notification plan for residents that will be impacted by the temporary closure. -School district will be required to obtain a City 		

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	<p>ROW permit for the duration of the temporary closure. This permit will include required insurance/bonding and will expire at the end of the 1-year pilot period.</p> <p>-Other than for Emergency access & City maintenance vehicles, the closure area will fully restricted to motorized vehicular traffic for the duration of 1-year pilot program.</p>		
Submit With Civil Permit Application	<p>As a temporary solution to a fire truck turn-around the following can be implemented for a one year period. At the one year mark construction of a permanent fire truck turn-around or the removal of the gates will need to be in place.</p> <ol style="list-style-type: none"> 1. Subject to conditions and review of a ROW permit and all conditions of SEPA and the CUP need to be detailed in the plans submitted for review. 2. Remove both speed bumps on the North and South parking lots to avoid potential ladder truck high centering or bumper drag. 3. Remove gates on both parking lots, This will now be a 24hr, 7 day a week fire truck turn around that will not be allowed to be closed going forward. 4. The removal of 4 parking spots on 2nd AVE NW will be required. Two spots on the North side and two spots on the South side. 5. Entrance parking at both areas on street will be required to be painted and stenciled Fire Lane No Parking with Signs per the PMC. 6. No Parking -signs will also be required on the North side of the building that butts up against the South side of the turn-around. 7. All gates closing streets will be required to have a KNOX lock daisy chained with the owners lock. Gates are required to only swing 	Fire Prevention	Open

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	<p>into the property and shall be pinned to not open into on coming traffic.</p> <p>8. A permanent plan will be required by the school district to be put in place prior to expiration this temporary ROW permit scenario.</p> <p>9. In the event of noncompliance after one year the following will be required for Fire. Remove the gate on 2nd AVE NW, and the North side of 7th St NW. We would allow for a gate to be installed on the South side of the intersection of 7TH, and 2nd if desired, subject to CUP conditions of approval.</p> <p>The City may require a compliant cul-de-sac (while maintaining emergency access) on the eastern terminus of 2nd Ave NW as part of the required permanent infrastructure improvements.</p>		

Sincerely,

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