City of Puyallup
Development and Permitting Services
333 S. Meridian, Puyallup, WA 98371
(253) 864-4165
www.cityofpuyallup.org

Pre-Application Notes Only

Pre-Application Notes #PLPRE20240061

DATE: July 08, 2024

TO: Boleslaw Zenczak

PROJECT NAME: Meeker's Landing Expansion

PROJECT DESCRIPTION (as provided by applicant): Tier 1 review of a proposal to expand the commercial building at Meeker's Landing, 629 E. Pioneer Avenue. The proposal is looking at 2 options. Option 1 - an addition to the existing building. Option 2 - a new building.

SITE ADDRESS: 629 E PIONEER, PUYALLUP, WA 98372;

Thank you for submitting your proposal to the City's Development & Permitting Services staff to discuss your proposed project. The following letter outlines next steps in the permitting process for your proposal and highlights any issues identified by staff reviewers that may need to be addressed for you to secure permit approvals. Please note that the information provided is a list of general guidelines is not intended to replace the final condition letter that will be provided to you when a formal application is submitted and reviewed. 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 staff member listed directly above the notes with any specific questions. We hope that you find this information helpful and informative as you proceed through the permitting process.

You can find more information and review comments on the ~~[permits portal]~~. Below please find the pre-application notes from your review team and re-submittal instructions.

Re-submittal Instructions – Pre-Application Meeting Request

You have 90 days from the date of this letter to request a virtual meeting with staff to discuss your project and the notes provided below. To submit a request for a meeting you must submit a request for pre-application meeting form via the portal page for this pre-application. 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.

1. Login to your permits portal and navigate to the status page for this permit under the "My Items" tab by selecting the "Upload Submittals" button under the permit number.

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. Click 'Upload Documents' at bottom of the page.

3. Pre-Application fee of $500.00 will need to be paid at the time of submittal. Your resubmittal will not be processed until the fee has been paid.

Staff Notes

If you have any questions or concerns regarding these notes, please do not hesitate to contact the appropriate staff member listed with each note section. We look forward to working with you on the completion of this project. The information provided in these notes is known to be accurate at the date of this letter; any subsequent amendments to the Puyallup Municipal Code or related codes/standards may change the standards noted herein.

Planning Review - Nabila Comstock; (253) 770-3361; NComstock@PuyallupWA.gov

GENERAL SITE PLAN COMMENTS SUMMARY

- CBD – Central Business District zone
  - See PMC 20.30.010 for permitted and conditionally permitted uses
- Downtown Design Guidelines will apply to this project
  - The project is subject to the Downtown Design Guidelines (DDG) applicability area. Your project will be reviewed by the Design Review Board. The Board will review and approve, approve with conditions or deny your application.
  - You can schedule a pre-application meeting with the Board to receive early feedback before proceeding into the formal design review process. Contact me for further details.
  - A written narrative from the project architect outlining in point-by-point detailed compliance with all applicable design standards that apply to the project scope is required as part of the design review application. if certain standards do not apply to the scope of work, you can address them by noting "N/A". Page 9 of the DDGs provide general guidance on chapters required based on the project type. Each chapter includes an applicability and minimum requirements section at the beginning of the chapter.

- Chapters: 1, 3, 4, & 5 will apply
- This site is within the Downtown Planned Action Area
  - See PMC 20.30 and PMC 20.55 for downtown planned action site development standards and parking standards
- Lot size: 75,794
- Existing building: 38,280
- How will the existing building that sits on parcels 0420273157 & 0420273041 obtain access with the proposed landscaping abutting the exisitng building?

Site A

- Lot combination for parcels 0420273388, 0420273051, 0420273047
- See PMC 20.30.031 for maximum front yard setbacks in CBD zone
- See PMC 20.30.033 for plaza standards in the downtown planned action area
- See PMC 20.30.036 for parking lot standards in the CBD zone
  - (2)(c) outlines screening requirements for parking lots which abut a street

Site B

- Lot combination for parcels 0420273388, 0420273051, 0420273047
- See PMC 20.30.031 for maximum front yard setbacks in CBD zone
- See PMC 20.30.033 for plaza standards in the downtown planned action area
- See PMC 20.30.036 for parking lot standards in the CBD zone
  - (2)(c) outlines screening requirements for parking lots which abut a street

LAND USE PERMIT REQUIREMENTS

The following land use permits are required for your proposal:

- Preliminary site plan application:
  https://www.cityofpuyallup.org/DocumentCenter/View/10804
- SEPA environmental checklist:
  https://www.cityofpuyallup.org/DocumentCenter/View/9788/SEPA-Checklist-FILLABLE
- Downtown 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:

- Permit submittals will be accepted by via the permit Portal only (https://permits.puyallupwa.gov/Portal).
- Complete application form and supporting documents, as outlined on the application form checklist.
- Contact a permit technician for permit submittal instructions or if you have questions about the minimum submittal checklist requirements (PermitsCenter@puyallupwa.gov).
- SEPA checklist with an 8.5″X11″ or 11″X17″ PDF copy of the site plan
- Written cover letter with project description (recommended)
- Proposed building elevations, along with any applicable design review application checklist.
- 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/or 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.

LAND USE ANALYSIS

- The site is in the CBD – Central Business District zone district and the CBD – Central Business District Comprehensive Plan designated area. Consult PMC 20.30 for zone specific standards.

PROPERTY DEVELOPMENT STANDARDS

See PMC 20.30.030 for property development standards for the CBD zone.

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
	10-year wellhead protection area
	5-year wellhead protection area
	1-year wellhead protection area
X	Geologic hazard area – Volcanic hazard area
	Geologic hazard area – Landslide hazard area
	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
	Contaminated Site

- 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.

- Volcanic hazard areas:
  - The site is within a volcanic hazard area. In the event of an eruption of Mt. Rainier, the site is expected to be inundated by pyroclastic flows, lava flows, debris avalanche, inundation by debris flows, lahars, mudflows, or related flooding resulting from volcanic activities. Uses and activities on this site shall comply with the city's critical area ordinance (Puyallup Municipal Code 21.06, Article XII, section 21.06.1260, or succeeding section, regarding volcanic hazard areas.
- 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.
- PMC 21.06.1260 Performance standards – Volcanic hazard areas

- Critical area report(s) may be reviewed by the city's third-party critical area review consultant. Please be aware that applicants are responsible for the cost of review by the city's third-party consultant; there's an initial fee of $160, followed by the consultant's review fee which is dependent on the amount of time spent on review (varies on the project).

OFF-STREET PARKING ANALYSIS

- CBD zones:
  - PMC 20.55.065 Off-street parking in CBD and CBD-Core zone:
    - Nonresidential new development, or expansion or changes in use to existing development in the CBD and CBD-Core zone which exceeds 5,000 net new structural square feet shall be subject to the off-street parking standards of PMC 20.55.010. (non-residential uses at or below 5,000 sq ft are exempt from all off-street parking requirements)
  - PMC 20.55.011 Number of parking spaces required – Downtown planned action area:

  (2) Office or retail uses:

  (a) Within 0.25 miles of the Puyallup Sounder Station, measured from parcel boundaries, and where a parcel area is at least 50 percent contained in the radius: one parking space per 650 square feet of gross floor area;

  (b) Greater than 0.25 miles of the Puyallup Sounder Station, measured from parcel boundaries, and where a parcel area is less than 50 percent contained in the radius of subsection (2)(a) of this section: one parking space per 400 square feet of gross floor area;

  (c) Exception from parking standards: Parking is not required for the first 5,000 square feet of gross floor area in the CBD and CBD-Core zones. If the gross floor area exceeds 5,000 square feet, but is less than 5,650 square feet in the location described in subsection (2)(a) of this section or less than 5,400 square feet in the location described in subsection (2)(b) of this section, the number of stalls shall be rounded up to one parking stall.

- 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.
- PMC 20.56 Electrical vehicle infrastructure- requirement
- PMC 20.55.045 Use of common parking facilities
- PMC 20.55.050 Joint use of parking facilities

OPTIONS TO REDUCE PARKING REQUIREMENTS

20.55.018 Reduced parking requirements for low impact development.

A reduction in parking requirements from what is required may be requested for a specific development or redevelopment project as part of a comprehensive project approach to incorporating low impact development principles, consistent with PMC 20.05.070 and Chapter 20.10 PMC.

- A 10 percent maximum reduction in parking requirements may be approved for parking areas composed of pervious pavement or where the reduced parking area is used for a low impact development storm water facility.
- A 20 percent maximum reduction in parking requirements may be approved for clustered site design where the reduced parking area is used for tree retention or native landscaping. Native landscaping and tree retention must be voluntary landscaping above and beyond the basic landscaping requirements from PMC 20.58 and the implementing VMS design manual.
- Reduced parking requirements are subject to approval from the planning director or the director's designee upon review of potential adverse impacts

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:

- 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
- 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.

- In no event shall a perimeter landscaping buffer be smaller than six (6) feet. In zone districts where the underlying building setback allows less than 6′, a building footprint may project into a landscape yard. However, in no case shall paving areas project into landscape yards.

- Site Specific analysis:

Yard	Width	Landscape type
Front	0′	Type II
Rear	6′	Type II
Side	6′	Type III
Street side	6′	Type II

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 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 street trees 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:

- 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.
  - All internal landscape islands (landscape islands entirely surrounded by paving) shall be a minimum of 15′ in width with a minimum area of 500 sq ft.
  - 'Head-to-head' parking stalls and internal landscape islands shall be separated by a 'connector landscaping strip' a minimum of 6' in width

- All internal landscape islands and connector strips shall include a single row of structural soil cells (EX. Silva cells, or equivalent) along the perimeter of all internal parking lot landscape islands where parking spaces are proposed (under the pavement directly abutting the outer edge of the landscape island, except in drive lanes)
- All 'head-to-head' parking stalls internal to a parking lot shall have internal island 'end caps' to separate the parking stalls from abutting drive aisles. These 'end cap' islands shall follow the requirements for internal islands (size, dimensions, required landscaping, etc.).

- We strongly suggest reviewing these requirements as early as possible to assess and determine costs, parking field layout and configuration of civil utilities as to minimize impacts for consistency with the Type IV standards. The Type IV standards may reduce the overall off-street parking stall count.

Other landscaping standards

- Storm water facilities shall be landscaped in accordance with SLD-02, contained in the VMS.
- 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.

Building Review - Brian Snowden; (253) 435-3618; BSnowden@puyallupwa.gov

- -- Project specific notes:

  1. Building plans will need to be complete with all building, mechanical, plumbing, energy code items and accessibility requirements that apply to project. Current codes are the 2021 Washington State codes with Puyallup amendments. In general, local amendments other than administrative processes are limited to Fire Code elements for Fire Alarm, Fire Flow, Fire Sprinklers and Fire Access. Please see the Puyallup Municipal Code chapter 16 and 17.

  2. Structures greater than 4,000sq.ft. that contain more than four dwelling units are required to be designed by, or have the design directly supervised by a Washington State registered Architect per RCW Chapter 18.08, section RCW 18.08.410. All drawing sheets must be stamped and signed by the architect and design professional(s).

  3. Please clarify whether the building will be classified as non-separated or separated occupancies. The building must be designed according to section 508.3 of the 2021

Washington State Building Code for non-separated occupancies or section 508.4 of the 2021 Washington State Building Code for separated occupancies. For buildings classified as having separated occupancies, each occupancy must be individually classified and separated by fire barriers or horizontal assemblies. These barriers must meet the specified fire-resistance ratings to ensure complete separation between different occupancy types. For non-separated occupancies; the allowable building area, height and number of stories of the building or portion thereof shall be based on the most restrictive allowances for the occupancy groups under consideration for the type of construction of the building.
4. Please show the location of all exits. For doors serving a path of egress; please note the direction of the door swing per Section 1010.1.2.1 of the 2021 Washington State Building Code. Verify the number of exits required per Table 1006.2.1 of the 2021 Washington State Building Code.
5. Accessible parking spaces shall be located on the shortest accessible route of travel from adjacent parking to an accessible building entrance.
6. Parking spaces shall be 96 inches (minimum) wide. Accessible van parking spaces for vans shall be 132 inches wide. Van parking spaces may be 96 inches (minimum) wide if the adjacent access aisle is 96 inches (minimum) wide.
7. Vehicle charging stations will be required with new parking under the 2021 Washington Building Codes (WAC 51-50-0429). Per the WAC 51-50-0429 for A, B, E, and M occupancies; 10% of total parking spaces shall have EV charging stations, 10% of total parking spaces shall be EV ready, and 10% of total parking spaces shall be EV capable. Note: the number of EV spaces shown in the "New Building" option Site Plan does not meet the minimum requirements.
8. A demolition permit is required to remove the existing building. The Puget Sound Clean Air Agency requires advanced notification on any structure with a roof area greater than 120 square feet. https://pscleanair.gov/185/Asbestos

-- Building General Notes:
a. All electrical is permitted by the Washington State Department L & I.
b. Truss Plans for TJI or BCI's and Truss Specifications may be deferred at submittal. Plan review will establish if submittals are 1) required for review 2) required as a deferred submittal or 3) provided in the field for review by the inspector. For deferred submittals: Truss specifications shall be reviewed by the engineer of record.
c. For all accessible requirements, the City adopted the 2021 IBC / WAC 51-50 and the ICC A117.1-2017 standard.
d. A Geotechnical Report for the building site area is required at the time of submittal.

If you have any other Building related questions for this project, please reach out to me at bsnowden@puyallupwa.gov. No other Building comments at this time.

Fire Review - David Drake; (253) 864-4171; DDrake@PuyallupWA.gov

- • Based on City of Puyallup Municipal Codes fire sprinkler and fire alarm systems shall be required.
  • The fire sprinkler system shall be designed and install per NFPA 13, 2019 Edition.
  • The City of Puyallup Municipal Code requires the fire alarm system to be designed and installed to "Total Coverage" per NFPA 72, 2019 Edition. PMC 17.16.070 (4) and requires U.L. Certification per PMC 17.16.020.
  • A Water Availability/ Fire flow Letter shall be required.
  • Structures requiring more than 2500 GPM require the fire mains to be looped.
  • Provide F.D.C, and P.I.V locations if the new building is placed on top of them.

  • Fire Hydrants are required to reach the building within 400′.
  • Auto-turn or equivalent program required to demonstrate code compliance.
  • The fire access road (lane) shall be a minimum of 20′, 26′ in front of hydrants and 26′ if the building is over 30′ in height.
  • Building or facilities exceeding 30′ or 3 stories in height shall have at least 2 means of fire apparatus for each structure. Per IFC 2021 Edition, Section D105
  • An aerial fire apparatus access road may be required.
  • Fire lane striping and No Parking signs will be addressed at Civils.
  • Comply with 2021 IFC section 510 Emergency Responder Radio Coverage.

Engineering Review - Jamie Carter; (253) 435-3616; JCarter@puyallupwa.gov

- CIVIL PERMIT APPLICATION
  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 2019 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 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 City Standards Sections 1.0 and 2.0 and the following:
  - 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.

- FRONTAGE

  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 Within City Service Area:

  - The proposed water system shall be designed and constructed to current City standards. [PMC 14.02.120]
  - Any wells on the site must be decommissioned in accordance with Washington State requirements. Documentation of the decommissioning must be provided along

with submittal of engineering drawings. If an existing well is to remain, the well protection zone shall be clearly delineated, and appropriate backflow protection (Reduced Pressure Backflow Assemblies) shall be installed at all points of connection to the public water system. [PMC 14.02.220(3)(b)]

- A new water main line shall be extended to, and through, the site sufficient to provide the necessary flows for both the domestic system and fire system. The minimum water pipe size shall be 8-inch diameter. (Exception: A 4-inch water main may be installed if either, 1) the proposed main is a dead-end line with no possibility of being expanded in the future, or 2) that portion of the proposed main beyond the last fire hydrant for the project.) [PMC 14.02.190 & CS 301.1(1)]
- The applicant shall provide and install the water meters required to service the site. Domestic service water meters shall be located within the public ROW, or in the case of a private road adjacent to the road section, in accordance with City Standards. [PMC 14.02.120(2)(f) 14.02.220(2) & CS 301.3]
- The applicant shall be responsible for the operation and maintenance of the proposed water main located on private property.
- Any existing services that are to be abandoned at this site shall be disconnected at the main, the corp. stop removed, and the service plugged to city standards. [PMC 14.02.120(f)]
- The minimum distance between water lines and sewer lines shall be 10-feet horizontally and 18-inches vertically. If this criterion cannot be met, the design shall isolate the sewer and water lines by encasement, shielding or other approved methods.
- A 2-inch blow-off assembly is required on dead-end water mains except where fire hydrants are installed at the dead-end. [PMC 14.02.120(f) & CS 301.1(7)]
- Water pipe and service connections shall be a minimum of 10-feet away from building foundations and/or roof lines.
- The applicant is required to provide backflow protection on the domestic line(s) in accordance with City Standards. The minimum level of protection would be a double check valve assembly (DCVA). However, the city requires a reduced pressure backflow assembly (RPBA) for any use considered to be a high hazard as outlined in WAC 246-290-490 Table 9. PMC 14.02.220(3) & CS 302.2]
- If an RPBA is not appropriate then 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]

Backflow Protection

- A reduced pressure backflow assembly (RPBA) may be required on the domestic

line at each location where the proposed water main connects to the public system. If an irrigation system is proposed, a DCVA is required on that line. [PMC 14.02.220(3) & CS 302]

- The following list shows examples of uses and industries where an RPBA is probably required:
- Agricultural (farms and dairies)
- Beverage bottling plants
- Car washes
- Chemical Plants
- Commercial laundries and dry cleaners
- Premises where both reclaimed and potable water are provided
- Film processing facilities
- Food processing plants
- Hospitals, medical and dental centers, nursing homes and veterinary
- Blood and plasma centers
- Premises with separate irrigation systems using the purveyor's water with chemical addition
- Laboratories
- Metal plating industries
- Mortuaries
- Petroleum processing or storage plants
- Piers and docks
- Radioactive material processing plants or nuclear reactors
- Wastewater lift stations and treatment plants
- Premises with an unapproved auxiliary water supply interconnected with potable supply

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

1. Fire flow requirements are dependent on the construction type and size. Buildings >10K SF requires sprinklers. Note if fire partition walls are used this reduces this 10k SF to that area protected by the fire walls.
2. Hydraulic analysis is generally required by Fire. The reviewer needs to coordinate the system and pipe size based on this analysis. The volume capacity for dead end lines are limited by Velocity. Q=VA where V is limited by 10FPS per city standards.
3. Engineering is focused on some water quality benefits, we don't want domestic water to come off a dead-end hydrant line as this water is commonly stagnant and tastes funny. Fire is generally not worried about this. If a hydrant is shown in the middle of a private site, the project likely needs fire sprinklers.
4. A wet pipe fire sprinkler system constantly has water in the pipes. This type of sprinkler system requires a DCVA backflow device, which requires a plumbing permit to install the backflow.

5. A dry pipe sprinkler system uses pressurized air in the pipe which is released when the water is released, this system does not require a backflow device.

- 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]
- Maximum hydrant run is 20-feet. Hydrant runs that exceed this distance shall be served by a mainline with the hydrant feed line set at right angles to the supply main.
- 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]
- Available fire flow for the project site must be determined by hydraulic modeling conducted by the City's consultant. The cost of this analysis is $600 and shall be paid by the applicant.
- Utility extensions shall be approved and permitted prior to any building permit issuance. [PMC 14.02.130]
- Prior to completion of any future watermain extension, the engineer-of-record shall complete the State Department of Health's "Construction Completion Report for Distribution Main Projects", professional engineering seal, and provide a copy to the City. [WAC 246-290-120]

- SEWER
  - The proposed sewer system shall be designed and constructed to current City standards. [PMC 14.08.070, 17.42 and CS 400]
  - The sanitary sewer mains shall be 8 inch minimum and located 5-feet east or north of roadway centerlines. In accordance with PMC 14.20.020, sewer main extensions shall be carried across the full width of the property being served except in

those cases where, in the opinion of the city engineer, the utility involved can never, under any circumstances, be extended beyond the property being served. [PMC 14.20 and 17.42]

- If any buildings on site are connected to septic tanks, the applicant shall abandon the existing septic systems per Pierce County Health Department regulations. A Septic/Pump Tank Decommissioning Certification form must be completed and submitted to the Source Protection Program Department at (253) 798-6470. Verification of certification must be provided PRIOR to final city approvals. [PMC 14.08.070]
- Side sewers shall have a cleanout at the property line (to distinguish ownership/maintenance responsibility), at the building, and every 100 feet between the two points. [PMC 14.08.120 & CS 401(6)]
- If the proposed side sewer is greater than 6-inches, a sanitary sewer manhole shall be provided at the property line.
- Sewer main pipe and service connections shall be a minimum of 10-feet away from building foundations and/or roof lines.
- The City Sewer Department must conduct a visual inspection of a previously used side sewer to determine if that side sewer can be used again. Existing laterals must meet current standard to be used again. It is the responsibility of the property owner to expose the line as necessary for that inspection. The City reserves the right to request video inspection of the side sewer to assist in its determination. Redevelopment projects shall utilize the existing trench where possible. [CS 401(15) & CS 401(16)]
- Grease Interceptors are required for all commercial facilities involved in food preparation. The applicant shall install an external grease interceptor in accordance with the current edition of the Uniform Plumbing Code adopted by the City of Puyallup, Puyallup Municipal Code, and City standard details. [PMC 14.06.031(3) & CS 401(5), 402.3]
- 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 the underground parking (if proposed) 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]
- 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]

- STORM
  - Design shall occur pursuant to the 2019 Stormwater Management Manual for Western Washington and current City Standards. [PMC 21.10]

ANSWERS TO SPECIFIC QUESTIONS: the construction of a new building or expansion of the existing building of approximately 15,000 square feet will require the design of a storm system that encompasses all of the Minimum Requirements from the refenced Ecology manual. Expanding the current system to incorporate the new construction will require the compliance of the entire system to 2019 standards. The distinction of attached or not attached to the current building does not matter in the context of storm and new hard surfaces. You could potentially design and build a stand alone system for the new hard surfaces (roofs, parking and walkways). Adding the required capacity to the other metered utilities will be the responsibility of your designer/engineer. If the buildings are connected and all of the connections are made inside that will be reviewed by BUILDING. If the new building is separated and new pipes need to be installed outside of the building, that will be shown on the civil drawings.

- Preliminary feasibility/infeasibility testing for infiltration facilities shall be in accordance with the site analysis requirements of the Ecology Manual, Volume III, Chapter 3.2, specifically:
  - Groundwater evaluation, either instantaneous (MR1-5) or continuous monitoring well (MR1-9) during the wet weather months (December 1 through April 1). If you are not sure about whether or not your project is required to perform this wet weather long term monitoring, then check with the review engineer from the city. For this project it will almost definitely be required. It is imperative that this monitoring is performed early in the design process so that the results can be utilized for storm design. Without it, the project could be delayed by a full year.
  - 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 1 through April 1) is required for properties under 1 acre. Properties that are over 1 acre that have predicted low infiltration rates should perform Large Scale PIT Tests for better accuracy.
    - 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 V

Section 5.2.7.

- 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.
- Upon submission of the geotechnical infiltration testing, appropriate long-term correction factors shall be noted for any areas utilizing infiltration into the underlying native soils in accordance with the Ecology Manual. Provide the long-term infiltration rate calculation in the stormwater report.
- The applicant is responsible for submitting a preliminary stormwater management site plan which meets the design requirements provided by PMC 21.10 and Ecology Manual Volume I, Section 3.4.1. The preliminary stormwater site plan (PSSP) shall be submitted prior to Preliminary Site Plan approval to ensure that adequate stormwater facilities are anticipated prior to development of the individual lot(s). The preliminary stormwater site plan shall reasonably estimate the quantity of roof and driveway stormwater runoff and the application of On-site Stormwater Management BMPs for the proposed development.
- The applicant shall include a completed stormwater flowchart, Figure I-3.1 for New Development or Figure I-3.2 for Redevelopment in the Stormwater/Drainage Report.
- 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]
- Development and redevelopment projects are required to employ, wherever feasible, Low Impact Development (LID) Best Management Practices (BMPs) to meet the design criteria set forth in PMC 21.10.190, the Ecology Manual Volume I, Minimum Requirement 5; Volume III, Chapter 3; and Volume V, Chapter 5. [PMC 21.10.190 and MR#5 from the Ecology Manual]
- Erosion control measures for this site will be critical. A comprehensive erosion control plan will be required as part of the civil permit application.
- Overflow facilities shall be provided for any proposed Retention/Detention 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 from public right-of-way and adjacent property per the underlying zoning perimeter buffer requirements in the PMC.
- Stormwater Retention/Detention 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-1.2]

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]
- When using WWHM for analysis, provide the following WWHM project files with the civil permit application:
  - Binary Project File (WHM File Extension)
  - ASCII Project File (WH2 File Extension)
  - WDM File (WDM File Extension)
  - WWHM Report Text (WORD File)
- The permanent storm water management plan shall clearly delineate any offsite basins tributary to the project site and include 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
  - Structure Tributary Area
  - Pipe Diameter (in)
  - Pipe Length (ft)
  - Pipe Slope (%)
  - Manning's Coefficient (n)
  - HGL for each Pipe Reach
  - Design Flow (cfs)
  - Water Depth (in), Velocity (fps) and Percent Full (%) at Design Flow
  - Flow (cfs) and Velocity (fps) at Pipe-Full
  - Critical Depth (in)

- In the event that during civil design, there is insufficient room for proposed stormwater facilities in the area(s) shown on the plans, 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]

- If the use of an above-ground combined treatment-storage facility is proposed for flow control and water quality treatment, the geometric characteristics of the facility design shall be in accordance with the Ecology Manual, and the following criteria:
  - A licensed professional geotechnical engineer shall determine the maximum seasonal high groundwater elevation at the location of the combined facility.
  - The applicant shall clearly indicate the static water surface elevation for the top of the wetpool/bottom of the storage volume.
  - The maximum seasonal high groundwater elevation shall be below the static water surface elevation of the wetpool.
- If the applicant proposes to use bioretention cells for water quality treatment, the following notes shall be added to the civil design plans:
  - "At the completion of the bioretention cells construction, the engineer-of-record shall provide a written statement to the City of Puyallup that the bioretention cells were built per the approved design."
  - "The bioretention soil media (BSM) supplier shall certify in writing that the bioretention soil media meets the guidelines for Ecology-approved BSM including mineral aggregate gradation, compost guidelines, and mix standards as specified in the 2012 Low Impact Development Technical Guidance Manual for Puget Sound. And, if so verified, no laboratory infiltration testing, cation exchange, or organic content testing is required."
- Overflow facilities shall be provided at the low points of any proposed permeable pavement areas to allow safe discharge to the downstream public storm system.
- Trench dams shall be provided at the property line for utilities located below infiltrative facilities including, but not limited to, permeable pavements and bioretention facilities. [CS Detail 06.01.10]
- Construction of frontage improvements associated with this project may require installation/extension of the stormwater main to accommodate road runoff. Any new stormwater main shall be adequately sized to accommodate any upstream basins tributary to main.
- 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/
- If review of the minimum requirements indicate that MR#8 is required then an analysis from a wetland biologist and/or hydrogeologist shall be submitted in

accordance with Ecology manual Appendix I-C. This analysis will review your proposed discharge rate/duration/quality to the wetland and determine if there are any potential changes to the hydroperiod or impacts to the wetland ecosystem. The analysis will have to include a review of your offsite analysis and WWHM model as part of their determination. The stormwater report will need to be altered to include the analysis and any of the wetland Biologists/hydrogeologists recommendations to address any potential impact. This analysis will also have to be reviewed by planning to ensure that the analysis addresses their critical area code requirements.

- All private storm drainage facilities shall be covered by a Maintenance 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. [PMC 21.10.270]

- STREET
  - Existing public utilities that are in conflict with proposed frontage improvements shall be relocated as necessary to meet all applicable City, State, and Federal requirements.
  - Existing private utilities (gas, telcon, cable, etc.) that are in conflict with City maintained right-of-way and utilities shall be relocated outside of the travelled road section, i.e., behind the curb under the sidewalk area.
  - Road plans shall include a plan and profile view of the roadway indicating both the centerline and flow line elevations. [PMC 17.42 & CS 2.2]
  - A separate street lighting and channelization plan if relevant shall be provided in accordance with City Standards.
  - Commercial and Multi-family projects shall provide an auto turn analysis for the largest anticipated vehicle that would access the site. Curb radii and entrance dimensions shall be increased as necessary to allow vehicles to access the site without encroaching into adjacent lanes of traffic.
  - Root barriers in accordance with City Standard Detail 01.02.03 shall be installed for all street trees within ten (10) feet of the public ROW.
  - Wheelchair ramps, accessible routes, etc. shall be constructed in accordance with City Standards and current ADA regulations. If there is a conflict between the City Standards and ADA regulations, the ADA regulations shall take precedence over the City's requirements. [PMC 17.42]
  - Any surface area proposed for parking, drive aisle, or outdoor storage shall be paved with asphalt or concrete. [PMC 20.30.045(3), 20.35.035(3), 20.44.045(2)]
  - Any curb, gutter, sidewalk, or other existing improvements which currently do

not meet City Standards, or are damaged during construction, shall be replaced. [PMC 11.08.020]

- Upon review of the required, submitted traffic report, additional off-site improvements may be required as directed by the Traffic Engineering Department. [PMC 17.42]

- GRADING
  - A Grading Plan conforming to all requirements of PMC Section 21.14.120 will be required prior to infrastructure construction. The Plan shall be prepared by a Civil Engineer licensed in the State of Washington. [PMC 21.14.070]
  - Cross sections will be required at various points along the property lines extending 30-feet onto adjacent properties to assure no impact from storm water damming or runoff. [PMC 17.42 & CS 502.1]
  - The following notes shall be added to the first sheet of the TESCP:

"If at any time during construction it is determined by the City that mud and debris are being tracked onto public streets with insufficient cleanup, all work shall cease on the project until this condition is corrected. The contractor and/or the owner shall immediately take all steps necessary to prevent future tracking of mud and debris into the public ROW, which may include the installation of a wheel wash facility on-site."
"Contractor shall designate a Washington Department of Ecology Certified Erosion and Sediment Control Lead person and shall comply with the Stormwater Pollution Prevention Plan (SWPPP) prepared for this project."
"Sediment-laden runoff shall not be allowed to discharge beyond the construction limits."
"The permanent BMPs shall not be utilized for TESC runoff. Connect BMPs to road system only after construction is complete and site is stabilized and paved."

  - A geotechnical report conforming to all requirements in PMC Sections 21.14.150 and 21.14.160 will be required prior to civil/grading/stormwater review. The Report shall be prepared by a Civil Engineer or Engineering Geologist licensed in the State of Washington.

- 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.
  - To obtain credit towards water and sewer System Development Fees for existing facilities, the applicant shall provide the City evidence of the existing plumbing fixtures prior to demolition or removal. A written breakdown of the removed fixture types,

quantities, and associated fixture units shall accompany the building permit application and be subject to review and approval by the City. [PMC 14.02.040, 14.10.030]

- For existing Stormwater facilities, the City will assess the amount of existing Equivalent Service Units (1 ESU = 2800 square feet of 'hard' surface) already 'connected' and credit that number against the proposed increase in hard surface. [PMC 14.26.070]
- A water system development charge (SDC) will be assessed based on the number of plumbing fixture units as defined in the Uniform Plumbing Code. Current SDC's as of this writing are $5,311.92 for the first 15 fixture units and an additional charge of $355.90 for each fixture unit in excess of the base 15 plumbing fixture units. [PMC 14.02.040]
- A sanitary sewer system development charge (SDC) will be assessed based on the number of plumbing fixture units as defined in the Uniform Plumbing Code. Current SDC's as of this writing are $6,458.19 for the first 15 plumbing fixture units and an additional charge of $425.05 for each fixture unit in excess of the base 15 plumbing fixture units. [PMC 14.10.010, 14.10.030]
- 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 $4,085.23 per ESU. [PMC 14.26.070]

Engineering Traffic Review - Mieco Hutchens; (253) 993-0179; mhutchens@puyallupwa.gov

- Traffic scoping worksheet will be required for this project. The City policy requires the project trips to be estimated using the Institute of Transportation Engineers' (ITE) Trip Generation, 11th 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 Impact Study (TIS).

  The city has adopted a City-Wide Traffic Impact Fee of $4,500 per PM peak hour trip. Final fees will be calculated and assessed by the City at the time of 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.

- E Pioneer is classified as a Major Arterial and shall consist of curb, gutter, 8′ sidewalks, 10ft planter strip, and streetlights. The improvements shall be from street centerline. Assuming a symmetrical cross section, additional right-of-way (ROW) may need to be dedicated to the city.

This commercial development shall provide an AutoTurn analysis for the largest anticipated vehicle that would access the site. Curb radii and entrance dimensions shall be increased as necessary to allow vehicles to access the site without encroaching into adjacent lanes of traffic. This analysis will be required during civil permit review.

At the time of civil permit review provide a separate street lighting plan and pavement striping plan (channelization) sheet for the city to review.

Sight distance analysis required

E Pioneer along the site is designated as a major arterial. City standards (Section 101.10.1) require minimum driveway/intersection spacing of 300 feet for arterials, measured between closest edges of each access.

- Access - The existing driveway location on E Pioneer (option B) would be required. Given the characteristics of this road segment (speed, volume, geometry, channelization, etc), the E Pioneer driveway would be restricted to a right-in/right-out.

Initial Trip Generation Comments - Given the existing land use on the adjacent site (fast food, medical, fitness, retail, etc.) the proposed LU assumptions would likely underrepresent future trip generation. LU 822 would be more appropriate. The size assumptions for the existing two buildings (to be demolished) are smaller than documented in scoping memo (5,935 & 1,740 sqft).

Permit Submittal Instructions (Planning, Engineering or Building Permits)

Once all staff's comments are addressed and you are ready to submit permits for your project, please follow these instructions. Permit application submittals will be accepted via the City's permit portal only. You can find a list of permit application forms on the City's master document list. The following minimum documents must be submitted with all applications, or they will not be processed:

- Complete application form, signed and dated
- Supporting documents, as outlined on the application form checklist

- At time of building permit, building plans will need to be complete with all building, mechanical, plumbing, energy code items and accessibility requirements that may apply on plans

Consult with a permit technician if you have questions about the minimum submittal checklist requirements, permit fees, or permit timelines (PermitCenter@puyallupwa.gov).

1. Login to your permits portal.

2. Select "Apply for Planning Permit" or "Apply for an Engineering Permit" or "Apply for a Building Permit", depending on which permity type you need based on the notes provided in this letter.

3. Select the correct permit type from drop down list. Fill out all sections of the online form, upload all required documents, and pay all fees.

   ***Notes**: Failure to upload all the required documents or pay required fees will delay the processing of your application. Pre-Application fees can be credited towards subsequent city permit applications for this proposed project if applied for within 6 months.*