



City of Puyallup

**Planning Division**

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

www.cityofpuyallup.org

July 16, 2024

JMJ TEAM

905 MAIN STREET , SUITE 200

SUMNER, WA 98390

<b>DEVELOPMENT REVIEW TEAM (DRT) LETTER</b>	
DRT #	1
PERMIT #	PLPSP20240052
PROJECT NAME	Washington State Fair 125th Anniversary Improvements
PERMIT TYPE	Preliminary Site Plan
PROJECT DESCRIPTION	Preliminary Site Plan for redevelopment within the fairgrounds. Improvements include the demolition and replacement of the International Village Building and the demolition of existing Barn M and the Rodeo Barn.
SITE ADDRESS	110 9TH AVE SW
PARCEL #	0420331136; 0420331121
ASSOCIATED LAND USE PERMIT(S)	PLPRE20230120; PRCNC20241090
APPLICATION DATE	May 02, 2024
APPLICATION COMPLETE DATE	May 13, 2024
PROJECT STATUS	<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.
APPROVAL EXPIRATION	<b>N/A</b> – Active permit application, not approved

<b>CONDITIONS</b>	<p><b>Active permit application, not approved;</b></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](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** - Nabila Comstock; (253) 770-3361; NComstock@PuyallupWA.gov

- The Fair may be moving the Centennial Tent to where Barn M will have been after its demolition. Please resubmit plans with this relocation of the Centennial Tent and associated proposed improvements (e.g. connecting to utilities, proposed location of the tent, etc.).

Please submit an updated SEPA checklist that encapsulates the previous and new scope of work (e.g. the relocation of the Centennial Tent) in the project description as well as any other changes to the checklist that need to be made to reflect the larger scope of work.

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

- 1. Provide emergency egress / operational layout for the fair grounds including all exits.
- 2. Provide auto-turn to work areas. I would highly suggest to run all access points at this time.
- 3. Provide all fire hydrant, PIV, and FDC locations.
- 4. Dimensions of all fire lanes required. Minimum 20', 26' in front of fire hydrants. Refer to 2021 IFC Appendix D.

**Engineering Review** - Lance Hollingsworth; (253) 770-3337;

LHollingsworth@PuyallupWA.gov

- Complete blank information. [SSP, Pg3]
- Is 43,809 for the international village? Page 2 mentions a different number for the international village. Verify area counts. [SSP, Pg3]
- Per Preliminary Site Plan Checklist #7(c) and stormwater feasibility requirements, Provide tabulation of all surface areas required to determine stormwater project thresholds. The City will provide a template upon request to ensure this requirement is met. [Site Plan, G1-101]
- Provide grading cut/fill quantities. [Site Plan, G1-101]
- Civil Level details and information will not be verified during preliminary Site Plan Permit and will be subject to review at time of Civils. [Site Plan, G1-101]
- What are these squares? [Site Plan, C1-101]
- Show separation distances between utilities and reference City Separation criteria Section 204.4(10). [Site Plan, C1-301]
- Special consideration may be needed for Roof drain in proximity to other utilities and gondola support footing. Show approximate footing limits. [Site Plan, C1-301]
- Reroute power around infiltration gallery. [Site Plan, C1-301]
- Show separation distances between pipes and structures and reference City Separation criteria Section 204.4(9-13)  
This applies to all applicable items. [Site Plan, C1-301]
- 10 feet of straight pipe required prior to GI inlet. apply to both GIs. [Site Plan, C1-401]
- Show dimensions from other GI and building. set backs are typically 10 feet from buildings and other utilities. [Site Plan, C1-401]

- Show dimensions from other utilities and consider separation criteria mitigations as needed. [Site Plan, C1-401]
- Show sewer cleanout locations per city standards. Apply all sewer connections. [Site Plan, C1-401]
- show sewer sampling tee downstream of each GI. [Site Plan, C1-401]
- consider relocation MH#3 away from ex Power or reroute power around MH. [Site Plan, C1-401]
- Details not needed in Preliminary Site Plan Review. remove from preliminary Site Plan. Not reviewed. [Site Plan, C1-602]
- Is this a high spot or lowspot? [Site Plan, C1-701]
- Is this a high spot or lowspot? [Site Plan, C1-701]
- Show existing and proposed catch basin locations and direction of storm runoff. [Site Plan, C1-701]
- Separate demo permit is required for each building to be removed. [Site Plan, C2-201]
- show dimensions between storm and sewer and state required setbacks. [Site Plan, C2-301]
- Resolve Dimension scale style. It appears to have style have crashed in CAD. [Site Plan, C1-201]
- RPBA is not permitted inside buildings. Show RPBA outside building. [Site Plan, C1-501]
- show building exterior wall location and dimensions from proposed water and hydrant. [Site Plan, C1-501]
- Numbers within narrative do not appear to match what the table shows. Consider removing numbers from the narrative and refer to table. [SSP, Pg 4]
- Revise to the updated 13 elements. [SSP, Pg 8]
- Revise locations that mention "Kinsman Care" [SSP, Pg 10]
- Building interior not needed on preliminary site plan. It may be added separately as supplementary information [Site Plan, A1-100]
- Revise sewer that runs through building. [Site Plan, C1-301]
- If Barn M and Rodeo Barn are only subject to MR 2, address them in MR2 and remove them from the rest of the report. [SSP, Pg 7]
- Roof area is above 5,000 sf. and project disturbs more than 1/2 acre. Per Ecology Manual, Downspout BMPs do not apply to commercial projects larger than a typical residential project. City Design standards define what is equivalent to residential project in Section 210. [SSP, Pg 9]
- Show limits of pollution generating area per the requested Fair Roads exhibit requested. Low expectations of vehicle traffic is not an Ecology approved exemption. [SSP, Pg 12]

- MR7 is not waived. The project must demonstrate the project's TDAs do not meet any of the three thresholds that require the flow control standard. Application of certain LID and/or infiltration BMPs can result in reducing the effective impervious area and the converted vegetation areas such that the TDA Thresholds are not triggered, and a Flow Control BMP is not required. Additionally, this project is apart of a common plan of development [SSP, Pg 13]
- Revise Barn M and rodeo barn narratives [SSP, Pg 13]

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

- Traffic Scoping Worksheet

Please provide a copy of the documentation referenced as "WSF Site Specific Traffic Rate (2015)"

## Conditions

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	Include building height on elevations as part of future associated building permit application. Please note that the height may not exceed 50' in the FAIR zone per PMC 20.37.020 (3).	Planning Division	Open
Submit With Civil Permit Application	In response to the Notice of Application, the Puyallup Tribe of Indians has requested the following, which can be found under Documents & Images as well: "The proposed project should include an IDP please. This area has high potential for cultural resource impacts but we also recognize that there has been a high level of previous ground disturbance. Please let us know if there are any questions."  An IDP will be required to be submitted with your civil permit application.	Planning Division	Open
Submit With Building	Construction is subject to applicable State and local building codes at time of complete building permit application.	Development & Permitting Services	Open

Condition Category	Condition	Department	Condition Status
Permit Application	The State energy code applies to the construction of new buildings; please address key code impacts like energy sources and EV charging, as well as other applicable code provision with the building permit submittals.		

Sincerely,  
 Nabila Comstock  
 Associate Planner  
 (253) 770-3361  
 NComstock@PuyallupWA.gov