

To: Bryan Roberts
City of Puyallup
333 S Meridian
Puyallup WA 98371

RE: Letter of understanding regarding functions and parking of new building

The proposed office/ medical building located at 1617 S Meridian has two main occupancies; a general office and a medical office. The Puyallup zoning code has two different classifications for parking for these uses. Medical office has a higher trip rate and requires more parking as a destination vs a workplace. The city has stated in comment review letters that they would like the general office space and the medical office space set and not change once the building is occupied. Parking is the primary concern of this stipulation. The concern being that if the owner increases the amount of medical office space there will not be enough parking and the surrounding properties parking will be used.

Another area of concern is the assembly area located on L3. The area is intended for after business hours or on weekends. The concern is that this area could be used during business hours and there would not be adequate parking for this use.

This letter of understanding is to state that the area classified as "Medical Office" will remain at 10482 square feet for the life of the building. Proposed locations are indicated in the drawings submitted. The Medical Spa is classified as Personal Service and is not included in the Medical Office space area shown on the plans.

The location of the general and medical office spaces in the building may shift with tenant build out but will not exceed the stated area. Proposed parking for the building is 118 spaces on three levels of parking. This parking covers the daily functions of the building.

The assembly space is intended to share parking when the other functions are closed. The owner will be responsible for setting building and leasing policies that limit the use of the space to after hours or weekends, and that other functions can not be open past the indicated times. Signs can be posted with operating hours for the assembly space. The area of the assembly space is limited to 2872 square feet, and will only require 82 parking spaces.

Sincerely,

Matthew McKee / IHB Architects
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