



Conditional Use Application

City of Puyallup
Development Services
333 S. Meridian
Puyallup, WA 98371
Phone: 253-864-4165
www.cityofpuyallup.org

Submittal Checklist

Electronic Submission to
SHAREPOINT ADDRESS (Flash
drives and CDs not accepted)

8 Copies of completed application
form (application is signed and
dated)

8 Copies of a vicinity map no larger
than 8 1/2" x 11"

8 Copies of full size detailed site
plan **Folded individually to
approx. 8 1/2" x 11" & one 8 1/2"
x 11" reduction**

2 Copies Preliminary Storm
Drainage Calculations

Additional Documents If Applicable:

8 Copies of SEPA checklist
2 Copies of Critical Area Report(s)
2 Copies of Traffic Analysis
2 Copies of Tree Risk Assessment

Environmental Checklist (if
required): Flood Habitat
Assessment, Fish and Wildlife
Assessment, Mitigation Plans,
Wetlands

Application Fees:

Small: \$880.00

≤10,000 s.f. of new structure or
≤20,000 s.f. of affected site area

Medium: \$1440.00

10,001-19,999 s.f. of new structure
or 20,000 - 39,999 of affected site
area

Large: \$2080.00

20,000+ s.f. of new structure or
40,000+ s.f. of affected site area

Additional Fees if applicable:

SEPA Review Fee: \$250

**Critical Area Review: \$160.00
+ Consultant Fee**

Please see pages 6 & 7 for detail
information of submittal
requirements.

A Conditional Use Permit authorizes a property to be used for a specific purpose with the condition that the use be compatible with the zone. Each zone permits some uses outright and some uses conditionally. Uses that are permitted conditionally, must be reviewed by the City's Hearing Examiner at a public hearing. The Hearing Examiner will then approve, approve, with conditions, or deny the Conditional Use Permit.

When preparing this application, please print or type the reply to each question. If you have any questions, please contact the Development Services Center at (253) 864-4165. The following plans, specifications and other documents pertaining to the application shall be submitted at the time of filing. Please note that incomplete application packets cannot be accepted.

To help you understand City standards and the Conditional Use Permit process, a pre-application meeting is strongly encouraged. This pre-application meeting can be scheduled within a short period of time (e.g. 1 week) and is free of charge. This meeting could consist of staff representatives from planning, engineering and building divisions, if warranted.

APPLICATION INFORMATION

Site Information

Parcel Number 0420284126

Street Address 601 7th Avenue SW

Applicant Information

Name Puyallup School District

Street Address 323 12th Street NW

City Puyallup

State WA

Zip 98371

Phone (253) 435-6673

E-mail GerstLF@puyallupsd.org

Owner Information

Name Puyallup School District

Street Address 323 12th Street NW

City Puyallup

State WA

Zip 98371

Phone (253) 435-6673

E-mail GerstLF@puyallupsd.org

Nature of Request (please be specific)

The existing Sparks Stadium facility has a total of 158 onsite parking stalls located south of the stadium (154 standard, 4 ADA and 0 compact) with exterior lighting. The District proposes to develop a small parcel of land located west of the existing south parking lot that provides 64 new parking stalls (5 standard, 3 ADA and 56 compact), exterior parking lot lighting that matches the existing lighting layout, and landscaping improvements that meet current City of Puyallup code requirements. The new parking complies with electric vehicle (EV), electric vehicle ready (EVR) and ADA requirements. Between the new and existing onsite parking lots, the project proposes to provide a total of 209 total parking stalls (145 standard, 8 ADA and 56 compact) with exterior lighting. The project proposes to widen an existing driveway curb cut to allow for bus access and egress, and provide existing alley improvements that will serve as a new west parking lot access/egress.

The project proposes to provide stormwater controls through permeable pavement BMP's.

The project has completed the City pre-application process (PLPRE20220004), incorporated the City pre-application comments, and provides this CUP application per City request.

SITE INFORMATION

Parcel Size	entire parcel = 447,361sft.
Proposed Site Coverage (include all impervious surfaces and <u>required</u> landscape areas)	399,526 sft
Non-buildable Areas (required buffers, critical areas etc.)	31,782 sft
Comprehensive Plan Designation	Public Facilities (PF)
Zoning Designation (visit www.cityofpuyallup.org/1520/Interactive-Web-Maps to look up the zone)	Public Facilities (PF)
Type of Construction per Building Code	existing
Type of Occupancy per Building Code	A-5 stadium
Existing Structures (please indicate size (sf), type, approximate location, and whether they will remain or be removed)	
<p>There are two existing grandstand seating structures (concrete and steel construction) for stadium viewing. One (approx. 18,600 sf) is located south of the football field and one (approx. 6,400 sf) is located north of the field facility. There are also two ticketing buildings, both approximately 490 sf are of CMU and wood construction. One is located in the southeast corner and the other is located in the northeast corner of the site. There is a storage-restroom building located on the northern side of the site located between the north ticketing building and the grandstand. The storage-restroom building is approximately 240 sf and is of CMU and wood construction. The proposed project work pertains to site work and proposes no building work. All buildings will remain as is.</p>	

PROPERTY DEVELOPMENT INFORMATION

	Proposed/Existing	Required by Zoning
Setbacks (measured from the property line to the closest vertical wall)		
Front Yard	Not Applicable/CUP 86-61-007	20 feet (20.44.020 (4)) minimum
Rear Yard	Not Applicable/CUP 86-61-007	20 feet (20.44.020 (5)) minimum
Side Yard (interior)	Not Applicable/CUP 86-61-007	20 feet (20.44.020 (6)) minimum
Side Yard (interior)	Not Applicable/CUP 86-61-007	20 feet (20.44.020 (6)) minimum
Side Yard (street)	Not Applicable/CUP 86-61-007	20 feet (20.44.020 (6)) minimum
Side Yard (arterial street)	Not Applicable/CUP 86-61-007	20 feet (20.44.020 (6)) minimum
From Adjacent Residential Use	Not Applicable/CUP 86-61-007	15 feet (20.44.020 (7)) minimum
Building Height	Not Applicable/CUP 86-61-007	CUP 86-61-007 maximum
Lot Coverage	Not Applicable	CUP 86-61-007 maximum
Lot Width	Not Applicable	None (20.44.020 (2)) minimum
Lot Length	Not Applicable	None (20.44.020 (3)) minimum
Lot Size (Square Feet)	Not Applicable	None (20.44.020 (1)) minimum
Floor Area Ratio	Not Applicable	maximum

Number of Parking Stalls: 209 proposed (145 Standard, 8 ADA, 56 Compact). Conforms with CUP 86-61-007.

Use	Square Footage	Ratio(s) Applied	No. of Spaces
Existing Stalls			158 (154 standard, 4 ADA, 0 compact)
Stall Removal/ Conversion			11 (9 standard, 2 ADA)/ 5 standard converted to 3 ADA
NEW			64 (5 standard, 3 ADA, 56 compact)
<i>Total Spaces</i>			209 (145 standard, 8 ADA, 56 compact)

Proposed Floor Area	
Type	Sq. Ft.
Retail	Not applicable
Office	Not applicable
Industrial	Not applicable
Residential	Not applicable
Other _____	
Other _____	

Note: Include auxiliary space attributable to each dominant category:
e.g.: corridors, restrooms, support office etc.

LANDSCAPING

Most projects will be required to meet the landscaping standards of **PMC 20.58 Landscaping Requirements** and the **Vegetation Management Standards (VMS)** Manual as well as other landscaping requirements based on the use and development pattern of the proposal. The VMS can be found at www.cityofpuyallup.org/DocumentCenter/View/1133/Vegetation-Management-Standards and its appendix can be found at www.cityofpuyallup.org/DocumentCenter/View/6054/VMS-Appendices-Complete-Document.

Existing vegetation 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 with this application.

Landscaping Information			
Landscaping Area	VMS Type	Total Square Footage	% of Area Landscaped
Parking Area Landscaping	Per approved Landscape Plan.	9769	100
Front Yard Landscaping	Per approved Landscape Plan.	2512	26
Interior Side Yard Landscaping	Per approved Landscape Plan.	1242	13
Interior Side Yard Landscaping	Per approved Landscape Plan.	4202	43
Street Side Yard Landscaping (for corner lots only)	Per approved Landscape Plan.	0	0
Rear Yard Landscaping	Per approved Landscape Plan.	1813	19
The attached CUP drawing includes City of Puyallup pre-application meeting comments (PLPRE20220004) regarding Landscaping.			

CRITICAL AREA IDENTIFICATION

The purpose of this section is to determine if a critical area report is required due to the development site being on or near any critical areas. All critical areas identified and their associated buffers, must be shown on the title and map.

Based on the applicant's knowledge and research of the project site, please select any of the critical areas listed below that are located on or within 300 feet of the property boundaries.		
<input type="checkbox"/> Wetlands	<input checked="" type="checkbox"/> Wellhead Protection Area	<input checked="" type="checkbox"/> Aquifer Recharge Area
<input type="checkbox"/> Lakes/Ponds	<input type="checkbox"/> Habitat Corridor	<input type="checkbox"/> Flood Zone
<input type="checkbox"/> Streams/Creeks	<input type="checkbox"/> Habitat Conservation Area	Flood Classification:
<input type="checkbox"/> Puyallup River Shoreline	<input type="checkbox"/> Clarks Creek Shoreline	<input type="checkbox"/> Geologic Hazard Areas
Shoreline Classification:	Shoreline Classification:	<input checked="" type="checkbox"/> Volcanic Hazard Areas
<input type="checkbox"/> Conservancy	<input type="checkbox"/> Conservancy	<input type="checkbox"/> Slopes 0% - 15%
<input type="checkbox"/> Rural	<input type="checkbox"/> Rural	<input type="checkbox"/> Slopes 16% - 39%
<input type="checkbox"/> Urban	<input type="checkbox"/> Urban	<input type="checkbox"/> Slopes 40% or Greater

Please describe the critical areas checked above and their location in relation to the proposed development. Please show their location on any plans to be submitted.

The project is located within an aquifer recharge are, as is the entire Puyallup Valley per City of Puyallup Critical Area Mapping (see attached excerpt map).
 The project is located within the outermost area of a wellhead protection area, a groundwater well identified as "96th Street Well #27 ACA521' per City of Puyallup Critical Area Mapping (see attached excerpt map).
 The project proposes to provide acceptable stormwater BMP's that are approved by both Washington State DOE and the City of Puyallup Stormwater Manuals.

Do you know of any present or past critical area studies that have been conducted for critical areas on-site or adjacent to the site? Please describe below; including their date, scope, conclusions, and parcels they included.

No.

Do you know if any critical areas have been placed inside a tract or a protection easement that is recorded on the title or plat for this site or any adjacent site? Please describe below, including name of tract or easement, location, and Puyallup permit number or recording number.

No.

CRITERIA

All of the following criteria must be met in order for the Hearing Examiner to approve your conditional use request.

Please respond FULLY as to how your request meets these criteria. 'Yes' or 'No' answers are not acceptable:

That the use for which the conditional use permit is applied for is specified by this title as being conditionally permitted within and is consistent with the description and purpose of the zone district in which the property is located (PMC 20.80.010 (1))

This CUP request is consistent with purpose and intent of PF zoning and prior CUP permitting approvals.

That the granting of such conditional use permit will not be detrimental to the public health, safety, comfort, convenience, and general welfare, will not adversely affect the established character of the surrounding neighborhood, and will not be injurious to the property or improvements in such vicinity and/or zone in which the property is located (PMC 20.80.010 (2))

This CUP request will not be detrimental to public health, safety, and welfare, nor will the request adversely affect the neighborhood character or be injurious the properties in the area. This project proposal provides additional onsite parking consistent with previous CUP approvals and removes approximately 51 vehicles from the neighborhood streets system. Proposed lighting will be mitigated by keeping light on the site for safety purposes.

That the proposed use is properly located in relation to the other land uses and to transportation and service facilities in the vicinity; and further, that the use can be adequately served by such public facilities and street capacities without placing an undue burden on such facilities and streets (PMC 20.80.010 (3))

The proposed parking lot expansion in this CUP is properly located on the site. This is consistent with prior CUP approvals. The existing public street system has capacity to handle the increased onsite parking. (Note: the 51 vehicles that formerly used the street parking system will be relocated to an onsite parking lot. This is not an increase in traffic counts to the street system.)

The site is of sufficient size to accommodate the proposed use and al yards, open spaces, walls and fences, parking, loading, landscaping, and other such features as are required by this title or as are needed in the opinion of the Hearing Examiner or City Council on appeal, are properly provided to be compatible and harmonious with adjacent and nearby uses (PMC 20.80.010 (4))

The site is sufficiently sized to accommodate the parking lot 51 stall increase, provide required code ADA and EV stalls and required Landscaping. The proposal requires removal of 3 significant trees (one 24" maple, one 24" fir and one cedar clump that has a 9", a 16" and 24" trunk). Potential mitigation efforts may be agreed upon in an approved Landscape Plan prepared by a licensed Landscape Architect.

That the use for which the conditional use permit is applied for is specified by this title as being conditionally permitted within and is consistent with the description and purpose of the zone district in which the property is located (PMC 20.80.010 (1))

This CUP request is consistent with purpose and intent of PF zoning and prior CUP permitting approvals.

That the granting of such conditional use permit will not be contrary to the adopted comprehensive plan, or to the objectives of any code, ordinance, regulation, specifications, or plan in effect to implement said comprehensive plan (PMC 20.80.010 (5))

This CUP request is consistent with city comprehensive plans, zoning plans and previous CUP approvals.

REQUIREMENTS FOR SUBMITTAL OF A CONDITIONAL USE PERMIT

The purpose of the Conditional Use Permit plan review is for the Development Center to check for code compliance prior to the applicant making significant investments in detailed architectural, engineering, legal or other professional services. State Environmental Policy Act (SEPA) review, if applicable, is typically performed during this process.

The following requirements are the minimum necessary to process the review of your preliminary site plan. The plan should be neatly drawn to scale and presented in a manner that clearly portrays the extent of the proposed development;

- 1) Vicinity Map:** An area map showing the proposed site and its geographic relationship to major natural and built features (streets, water bodies, etc) within one (1) mile in all directions from the site.
- 2) Site Plan:** The site plan shall show the property's lot dimensions, boundaries, tax assessor's parcel numbers and square footage.
- 3) North Arrow and Graphic Scale:** The site plan shall be drawn on a 24" x 36" sheet using conventional cartographic techniques such as providing a north arrow (top or left reading on the sheet) and graphic scale. The following scales are suggested (unless a scale of similar format (e.g. 1" = 40') is accepted by the city):
 - 1" = 20' (sites under 4 acres)
 - 1" = 50' (sites 4 acres or larger)
- 4) Existing Elements:** The plan shall: Locate and identify structures and conditions (natural and built) that exist on-site prior to development including such items as buildings, roads, paved areas, water courses, significant vegetation, underground tanks, points of connection to utility systems, and fences. The plan should also depict existing adjacent structures and conditions such as public or private roads; parking areas, railroad tracks, water courses, etc, and shall show the adjacent existing land uses (residential, commercial, etc), and zoning designations.
- 5) Critical Areas Data:** In addition to the Critical Area ID Form, the plan shall show and delineate the boundaries of all on-site or adjacent (within 100') critical areas including streams, ponds, wetlands, steep slopes, etc. as defined pursuant to PMC 21.06.
- 6) Existing Easements:** The plan shall locate and show the dimensions of all easements on the site; indicate the easement holder and purpose.
- 7) Proposed Structures Data:** The plan shall clearly identify and locate all proposed structures including height and dimensions of all buildings, decks and fences; the plan should also show dimensions from the proposed structures to property lines, distances between buildings, and main door locations; the plan shall indicate the proposed location of fences, walls, underground tanks, refuse collection areas, etc; the plan shall also show areas reserved for future building, if known.

8) Proposed Traffic Access, Circulation and Paved Areas: The plan shall locate and identify proposed parking areas, driveways, public streets (to be dedicated); also show dimensions of parking stalls, aisles, driveways, and sidewalks; show type of pavement; show wheel stops and curbs; show provisions for handicapped parking and access ramps.

9) Draft Landscape Plan: The plan shall identify possible types of plantings and location proposed for landscaping and open space and indicate the coverage of landscaping and a percentage of the overall site size. It is not necessary to indicate exact size and specific species of plants for 'preliminary' site plan review, although, if available, this information is encouraged. For all projects involving new structures of 10,000 square feet or greater or 20,000 square feet or greater of affected site area; a landscape plan shall be prepared by a professional landscape architect licensed in this state, unless this requirement is expressly waived by the Community Development Director. For smaller projects with unique site or development characteristics, the Community Development Director shall have the authority to require that a landscape plan be prepared by a professional landscape architect licensed in this state.

10) Proposed Lighting: The plan shall indicate the location and type of proposed lighting fixtures for developments adjacent to residential areas; plans shall also show shielded light fixture locations.

11) Existing Contours and Finished Grade: The plan shall show existing contours at an interval appropriate to depict the underlying land structure (usually 2'); the plan shall also show finished grades depicted either by contour or contour/spot elevation. A separate grading plan may be necessary for projects with major grading/topographic features.

12) Building Data: The plan shall show the following information about the proposed buildings:

- a) Building occupancy division by use (office, shop, etc)
- b) Total building area
- c) Gross floor area by use/occupancy class
- d) Type of construction per International Building Code
- e) Any hazardous materials proposed for storage or use in the building
- f) Building elevations may be required to determine compliance with residential or commercial design standards

13) Site Data:

- a) Number of dwelling units (residential developments only)
- b) Number of parking spaces provided and required by city code (by type: standard, compact, handicapped, etc)
- c) Total impervious surface (square footage)
- d) Indicate dimensions and square footage of all landscaped areas
- e) Indicate assessable path from right of way to building
- f) Indicate areas for refuse and recycling collection

14) Major Issues Discussed During Pre-Application Meeting:

Issues discussed during the pre-application meeting (PLPRE20220004) are summarized in meeting notes and a copy is attached.

15) Environmental Checklist (if required) – eight (8) copies, and application fee: \$250.00

- a) [Flood Habitat Assessment](#)
- b) [Fish and Wildlife Assessment](#)
- c) [Mitigation Plans](#)
- d) [Wetlands](#)

The processing of this application may require additional supporting evidence, data or statements; e.g.: critical area assessments, traffic assessments, noise assessments etc.

UTILITY INFORMATION

At this stage, the applicant should contact the following utilities to insure availability.


Telephone	Sewer	Water	Electricity & Gas	Cable
Qwest	City of Puyallup	City of Puyallup	Puget Sound Energy	Comcast
800-526-3557	(253)-864-4165	(253)-864-4165	888-321-7779	877-824-2288
AT&T Residential		-or-	425-452-1234	
800-222-0330		Fruitland Mutual Water		
AT&T Business		(253) 848-5519		
800-222-0400				

CERTIFICATION

I hereby state that I am the applicant listed above, and certify that all information contained above and in exhibits attached hereto is true and correct to the best of my knowledge and belief and is submitted for consideration by the City of Puyallup, pursuant to the provision of the Puyallup Municipal Code. It is understood that the processing of this application may require additional supporting evidence, data or statements.

RIGHT OF ENTRY: By signing this application the applicant grants unto the City and its agents the right to enter upon the premises for purpose of conducting all necessary inspection to determine compliance with applicable laws, codes and regulations. This right of entry shall continue until a certificate of occupancy is issued for the property.

Signature of Applicant: _____ Date: _____

Signature of Owner:  _____ Date: 8/22/2024
(or authorized agent)