



City of Puyallup

Development and Permitting Services

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

www.cityofpuyallup.org

Pre-Application Meeting Notes

Pre-Application Meeting #PLPRE20240079

DATE: November 06, 2024

TO: Ian DiFalco

PROJECT NAME: Puyallup Battery System

PROJECT DESCRIPTION (as provided by applicant): Battery Energy storage system

SITE ADDRESS: 1601 INDUSTRIAL PARK WAY, PUYALLUP, WA 98371;

Thank you for meeting with 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 and is not intended to replace the final condition letter that will be provided to you when a formal application is submitted and reviewed. 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 [online permit portal page](#).

Meeting 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 or Gabriel Clark, Planning Technician at (253) 770-3330, GClark@PuyallupWA.gov. We look forward to working with you on the completion of this project.

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

- Proposed telecommunication facilities must meet PMC 20.59 and PMC 20.59A.
- The proposed battery system is considered to be outdoor storage, which is permitted in the ML - limited manufacturing zone.
- Outdoor storage requires screening and must meet the standards found in PMC 20.35.035 (3).

PMC 20.35.035 (3)(ii) states that outdoor storage areas shall be screened from adjoining properties and public rights-of-way by a wall, fence, landscaping and/or structure. The intent of the screening is to conceal and obscure the storage area from view. A fence will suffice, but chain link with screening slats or a similar fencing would be required.

PMC 20.35.035 (3)(iii) Maximum Fence Height. Fencing and walls surrounding outdoor storage areas which are not part of a building wall shall not exceed a maximum height of eight feet. Please note that fences greater than 7ft will require a separate building permit.

- Perimeter landscaping may be required along the rear property line (north) where the site is being disturbed will require 6' of landscaping. Where the distance between the fence and the property line narrows to the NW, the landscaping can taper as well.

PMC 20.58.005 (2) Perimeter Landscaping Required. 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; however, in no event shall a perimeter landscaping buffer be smaller than six feet. Roads and driveways that cut through perimeter landscape areas shall be no wider and no more numerous than necessary for safe access and turning movements, as determined by the development services director or a licensed traffic engineer. Remaining portions of a site (or of a phased portion of a site with an approved phasing plan) that are not covered by buildings or pavement shall be landscaped using appropriate shrubs, ground covers and trees. Landscaping shall be sufficient to achieve 75 percent coverage within a three-year period.

- PMC 20.35.035 (3)(c) requires that all outdoor storage areas and access to them shall be paved. All outdoor storage areas shall be graded and storm drainage facilities installed to collect and dispose of all surface runoff in accordance with city requirements and the most recently adopted version of the storm water manual;

Notes following virtual meeting on 11/05/2024:

PMC 20.35.035 (3)(ii) states that outdoor storage areas shall be screened from adjoining properties and public rights-of-way by a wall, fence, landscaping and/or structure. The intent of the screening is to conceal and obscure the storage area from view.

A fence will suffice, but chain link with screening slats or a similar fencing would be required.

However, if the height of the cabinets exceeds the height of the proposed fence, then landscaping along the northern property line where the site is being disturbed will be required to be landscaped with Type IIIa landscaping (outlined below) as the intent of screening for outdoor storage is to conceal and obscure the storage area from view.

Type IIIa A minimum of one row of trees, consisting generally of native deciduous trees but may include up to 50 percent native evergreen conifer trees that will create a grouped cluster of canopy coverage. Appropriate native flowering shrubs (see list above) shall provide 75 percent visual buffering from the ground to six feet above abutting area grade. One shrub shall be provided at 7.5' minimum on center spacing intervals – species shall be alternated and successive species of blooming native shrubs for early, mid/early, mid and late season shall be used. Additional shrubs and live NW native ground cover species shall cover at least 75 percent of planting area within three years. At least one tree shall be provided for each 40 lineal feet. Tree spacing may be adjusted to better suit the selected species and installation size while still achieving the intended result of clustered canopy grouping over the lower planting in a timely manner. Bio-swales or rain gardens may be placed within these landscaping areas as long as they are designed to meet the intent of this section.

- PMC 20.35.035 (3)(iii) Maximum Fence Height. Fencing and walls surrounding outdoor storage areas which are not part of a building wall shall not exceed a maximum height of eight feet.
- Please note that fences greater than 7ft will require a separate building permit.

Process

- Permitting path and timeline for this project under the outdoor storage classification
 - Civil application
 - First review: 45 days
 - Subsequent reviews: 30 days
 - Landscaping plan with utility overlay is a submittal requirement with the civil application. If a civil application is not required by engineering, please submit the landscaping plan with utility overlay with the building permit application.
 - If you are proposing more than 500 cubic yards of excavation or fill, then a Standalone SEPA will be required'
 - First review: 45 days
 - Subsequent reviews: 30 days
 - 10 day appeal period after SEPA Determination is issued

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 may 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). The applicant shall accurately report the square footage of new and replaced impervious surface for the entire project including pads and/or the units themselves for analysis of run off and stormwater engineering. Include any private utility trenching and excavation required for connection and construction and show all affected areas of the property on the civil plans.
 - *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:

- o Engineering plans submitted for review and approval shall be on 24 x 36-inch sheets.
- o Benchmark and monumentation to City of Puyallup datum (NAVD 88) will be required as a part of this project/plat.
- o 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.
- o 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.
- o 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.

- **STORMWATER**

*Design shall occur pursuant to the 2019 Stormwater Management Manual for Western Washington and current City Standards. Impervious surface totals of over 2,000 square feet require stormwater engineering. SWPPPs are required for all projects. Should permitting thresholds be exceeded the following requirements shall be observed:

*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. 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:

- o 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.

- o 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 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.

*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]

*A comprehensive erosion control plan will be required as part of the civil permit application. This can be included as a civil sheet in the planset.

*A permanent storm water management plan which meets the design requirements provided by PMC Section 21.10 shall be required. 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]

*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]

- o the quantity of the offsite runoff
- o the location(s) where the offsite runoff enters the project site
- o how the offsite runoff will be routed through the project site
- o the location of proposed retention/detention facilities
- o 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:

- o Pipe Reach Name
- o Structure Tributary Area
- o Pipe Diameter (in)
- o Pipe Length (ft)
- o Pipe Slope (%)
- o Manning's Coefficient (n)
- o HGL for each Pipe Reach
- o Design Flow (cfs)
- o Water Depth (in), Velocity (fps) and Percent Full (%) at Design Flow
- o Flow (cfs) and Velocity (fps) at Pipe-Full
- o Critical Depth (in)

*If the applicant proposes to use bioretention cells for water quality treatment, the following notes shall be added to the civil design plans:

- o "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."
- o "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.”

*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]

- FEES

*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.

*Redevelopment

- For existing Stormwater facility monthly storm utility billing, 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]

*New Development

- 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]
- Page 1 Project Description speaks of landscape improvements. Include these improvements on civil plans or dedicated landscape sheet for conflict analysis.
- What are the enclosures made of? Is there any risk of leeching of materials into run off? Coatings or otherwise?
- Page 5 Project Description, Section 3.1 - Show connection to local grid on plans.
- Page 6 Project Description, Section 3.4 - Show grading and paving details on plans. Include separate grading sheet if necessary.
- For civil submittal include all applicable City Standard Details.
<https://www.cityofpuyallup.org/1472/PART-2---STANDARD-DETAILS>
- Page 7 Project Description- Submit referenced Geotech Report with civil submittal.
- Page 7 Project Description - Provide details of walls (walls over 4 feet in height require separate building permits) and lighting or remove descriptions if not part of this project.
- Page 11, Section 4 Intro - Include 2019 Storm Water Management Manual for Western Washington.
- Civil submittal/plans shall show all excavations, private utility trenching, and any other disturbances to the ground and existing facilities including erosion and sediment control for all construction activities.
- Civil Permit – For this project, we need to define the scope and the placement of materials. If the area is impervious and over 2,000 square feet (of impervious) then Minimum Requirements 1-5 apply (Minimum Requirements 1-9 apply if the new plus replaced impervious is over 5,000

sq ft). In either instance, a civil permit would be required for the stormwater mitigation on a commercial site.

- For the purposes of Stormwater this project shall be considered Re-development (Figures I-3.1 and I-3.2, 2019 Stormwater Management Manual for Western Washington). My interpretation of the SWMMWW's definition of impervious surface would not include loose pea gravel used as a substrate in the battery storage area. Any paving or compacted angular gravel would qualify as impervious. If the area requires compaction for placement of structures, then it should be considered impervious. If it is mixed the plans shall clearly delineate and quantify the areas.

The information provided in these notes is known to be accurate as of the date of this letter; any subsequent amendments to the Puyallup Municipal Code or related codes/standards may change the standards noted herein.

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 permit 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.