



City of Puyallup

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**Development and Permitting Services**

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

[www.cityofpuyallup.org](http://www.cityofpuyallup.org)

# Pre-Application Meeting Notes

## Pre-Application Meeting #PLPRE20250019

**DATE:** April 04, 2025

**TO:** Perkins & Will

**PROJECT NAME:** MultiCare Good Samaritan Hospital - Nutrition Department Expansion

**PROJECT DESCRIPTION (as provided by applicant):** VIRTUAL PRE-APPLICATION MEETING: This Tenant Improvement on Level 1 of the Good Samaritan Hospital Campus will expand the existing Kitchen and Food Storage areas in order to support the future Patient Care Tower expansion (WA DOH Certificate of Need 1980). Project will go through full DOH CRS Review. Due to hospital requirements for continuous operation, this project is planned for construction in two phases.

**SITE ADDRESS:** 401 15TH AVE SE, PUYALLUP, WA 98372;

Thank you for meeting with the City's Development & Permitting Services staff to discuss your proposed project. The following letter outlines the 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. We look forward to working with you on the completion of this project.

### Planning Review - Chris Beale; (253) 841-5418; [CBeale@PuyallupWA.gov](mailto:CBeale@PuyallupWA.gov)

- Planning has no specific comments on this proposal as it is an internal only TI remodel and is not dependent upon a Master Plan approval.

### Building Review - Ray Cockerham; (253) 841-5585; [RayC@PuyallupWA.gov](mailto:RayC@PuyallupWA.gov)

- 1) Phasing: We reviewed the phases of construction. The design team reviewed concepts for managing construction while remaining open and largely dependent on contractor

management during construction. The preliminary plan appears to address key exit, access, and separation requirements. Phase "0" will likely require permits, based on discussion and understanding of scope.

- Existing Infrastructure Grease Interceptor Replacement. Subject to engineering services review and approval to proceed. With permit application please thoroughly address the use of materials in the Type 1A construction required for the building.
- 3) Existing infrastructure - Applicant spoke about the use of existing shafts. The City provided cautionary advice that previous projects were challenged during construction due to the condition of shafts that required substantial revision to comply with minimum code standards.
- 4) WA DOH CRS review - Typical building division policy requires Construction Approval confirmation. With consideration of the project timeline AND continued applicant coordination: the City will proceed with review and permit issuance subject to WA DOH CRS review coordination.
- 5) Permit Review Timelines; address by the permit center and recognition of the MOU

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

- Provide an FPE report stating the type of polyethylene can be used inside the hospital. This report will need to detail the requirements for fire sprinkler, fire alarm, building type of construction and so on. The concern is this type of commodity can be allowed per the 2021 IFC for this type of occupancy.

#### **Engineering Review - Mark Higginson; (253) 841-5559; MHigginson@PuyallupWA.gov**

- GENERAL:
  - Based on the preliminary information provided for this "enabling project", it does not appear that utility system improvements are necessary outside of the building footprint (civil-sitework improvements). If such civil improvements subsequently do become necessary, e.g. main extensions, main upsizing, new service lines, etc., these improvements shall comply with city regulations, engineering standards, and permitting requirements. [PMC 17.42.030]
  - Any person or entity who constructs or causes to be constructed any nonresidential tenant improvement on an existing structure which is not an expansion of the building footprint shall construct frontage improvements when the remodel valuation exceeds \$500,000 and the proposed project meets the definition of "substantial improvement," as defined in PMC 11.08.120, based on the value of the commercial unit being remodeled. Nonresidential frontage improvements shall consist of curb, gutter, 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.  
NOTE: The City and MGSB have been conducting discussions regarding the timing and magnitude of various frontage improvements for the MGSB campus that will be memorialized in a separate mutually agreed agreement.
- WATER:
  - Refer to City Standards, Section 300 for Exterior Water System Requirements. [PMC 14.02.120]
  - 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 \$361.23 for each increase in fixture units above the existing plumbing fixture units within the facility. [PMC 14.02.040]

- Water connection fees and systems development charges are due at the time of building permit issuance and do not vest until time of permit issuance. [PMC 14.02.040, 14.10.030]
- To obtain credit towards System Development Fees for any existing fixture units, 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]
- **SANITARY SEWER:**
  - Refer to City Standards, Section 400 for Exterior Sewer System Requirements. [PMC 17.42]
  - Gravity Grease Interceptors (GGI) are required for all commercial facilities involved in food preparation or other grease generating operations. Puyallup Municipal Code and City Standards requires an external gravity grease interceptor, with a minimum 750-gallon capacity. The City is aware of MGS's desire to convert the existing internal gravity grease interceptor to a hydromechanical grease interceptor, but City code, engineering standards, and Public Works maintenance experience has determined that a gravity grease interceptor is necessary for the hospital food producing facilities. The City is open to further discussions on the actual location and installation constraints of the gravity grease interceptor.
  - 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 \$439.18 for each increase in fixture units above the existing plumbing fixture units within the facility. [PMC 14.10.010, 14.10.030]
  - Sewer connection fees and systems development charges are due at the time of building permit issuance and do not vest until the time of permit issuance. [PMC 14.10.010, 14.10.030]
  - To obtain credit towards System Development Fees for any existing fixture units, the applicant shall provide the City with 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 14.10.010]

### **Engineering Traffic Review - Bryan Roberts; (253) 841-5542; broberts@PuyallupWA.gov**

- Traffic scoping worksheet will be required. 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 R<sup>2</sup> value is 0.70 or greater. The project trips shall be rounded to the nearest tenth. Trip credits would be allowed for any existing development.

The city has adopted a City-Wide Traffic Impact Fee. The project's proportionate share to this fee program would be determined when the traffic scoping worksheet has been submitted. The \$4,500 traffic impact fee per PM peak hour trip shall be paid prior to 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. The extent of paving would be determined based on current condition. Any existing improvements which are damaged now or during

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](mailto: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.