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 #PLPRE20250031

DATE: May 15, 2025

TO: Taryn Chisholm

PROJECT NAME: C1360 Raising Cane's

PROJECT DESCRIPTION (as provided by applicant): VIRTUAL PRE-APPLICATION MEETING: Construction of new drive-thru Raising Cane's restaurant with outdoor seating and associated parking, grading.

SITE ADDRESS: 4110 S MERIDIAN, PUYALLUP, WA 98373;

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 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 - Jillian Hulse-Lew; (253) 770-3330; JHulseLew@PuyallupWA.gov

- Site plan proposal does not comply with requirements of the UCX zone. Per PMC 20.31.027(2)(c), Site plan design principles:

(c) New buildings shall be built 12 feet from the abutting front yard and street side yard right-of-way to improve pedestrian orientation and overall building design. Buildings may deviate from this setback under the following conditions:
(i) Building may be set back to a maximum of 20 feet to accommodate an eight-foot plaza space as required by subsection (2)(a) of this section;
(ii) Optionally, the pedestrian plaza space may project into the required front or street side yard landscape buffer (as required under PMC 20.58.005(2)) by a maximum of four feet; corner plaza spaces or outdoor cafes may project into the required landscape buffer by a maximum of six feet; and

- Proposed site plan is not displaying the required plaza. Per 20.31.027(2)(a) Site plan design principles:

  (2) Street Orientation for New Buildings and Site Development. All site developments shall utilize the following standards in preparing site plan layouts:
  (a) A pedestrian-orientated plaza space in front of the building at least eight feet deep running the full width of the building. This area shall be covered by awnings covering at least six feet of the plaza space. This plaza shall include the following amenities:
  (i) Covered bike parking, as required by Chapter 20.55 PMC;
  (ii) Bench seating (one bench for every 50 feet of site frontage, to be evenly distributed);
  (iii) Decorative planters;
  (iv) Decorative pedestrian-scaled light fixtures, both freestanding and wall-mounted; or
  (v) Optional features, if any, that are pedestrian-scaled in nature;

  Per PMC 20.31.027(2)(c)(ii):
  (ii) Optionally, the pedestrian plaza space may project into the required front or street side yard landscape buffer (as required under PMC 20.58.005(2)) by a maximum of four feet; corner plaza spaces or outdoor cafes may project into the required landscape buffer by a maximum of six feet; and

- Additional Submittal Item Required: Project scope is subject to SEPA review. Provide SEPA checklist with land-use permit. SEPA checklist can be downloaded from City website at www.cityofpuyallup.org/DocumentCenter/View/9788/SEPA-Checklist-FILLABLE

  This must be completed prior to applying for a civil, demolition, and building permit.
- Additional Submittal Item Required: Preliminary site plan application required for this scope of work. Application form can be downloaded from the City's website at https://www.cityofpuyallup.org/DocumentCenter/View/10804

  This must be completed prior to applying for a civil, demolition, and building permit.
- Additional Submittal Item Required: The project is located in the Mixed Use Design Review Overlay Area. Reference PMC 20.52 for MX-DRO Design Review requirements applicable to this project.

  The project is therefore subject to design review by the Design Review and Historic Preservation Board (DRHPB) because the scope of work is a new structures over 4,000 square feet. Any exterior additions, exterior expansions or exterior remodeling related to the enclosed regional shopping center structure shall be exempt. This design review is a separate permit

application. The application form can be downloaded from the City website here: www.cityofpuyallup.org/DocumentCenter/View/15381/MX-DRO-Design-Review-Application.

Please submit this application form through the City's online permit portal by applying for the Planning permit called "Mixed Use Design Review". The design standards for the Mixed Use Design Review Overlay Area can be found in PMC 20.52 which can be viewed on the City's online code book.

Your project will be reviewed by the Board who will approve, approve with conditions or deny your application. You can schedule a pre-application meeting with the Board to receive early feedback before proceeding into the formal design review process.

Contact the case planner for further details. Your design review meeting with the Board cannot be scheduled until your land-use permit, if one is required for your project, has been issued its first Design Review Team Comment (DRT) comment letter. Therefore, your design review permit will not be accepted until your land-use permit has been submitted (again if one is required for your project).

This must be completed prior to applying for a civil, demolition, and building permit.

- Relevant parking code sections to consult: PMC 20.55.010(22) Number of parking spaces required, PMC 20.55.016 Motorcycle/bicycle parking requirements, PMC 20.55.018 Reduced parking requirements for low impact development, PMC 20.55.025 Compact parking spaces, PMC 20.55.035 Aisle and driveway dimensions, PMC 20.55.040 Conflict with use of street or alley, PMC 20.55.042 Parallel parking maneuverability in off-street parking lots, and PMC 20.55.055 Improvement and maintenance of parking areas.

  See PMC 20.31.030 (1, 2, and 4) for specific parking requirements for the UCX zone, and PMC 20.52.015(4)(a-e) Parking Facilities for design principles in the MX-DRO Mixed-Use Design Review Overlay zone.
- This project proposal does not comply with the development standards for the drive-through lanes in the UCX zone. Reference 20.31.040(13)(b), provided below:

  (13) Drive-Through Lanes. The following rules are defined in order to mitigate the potential negative impacts drive-through lanes may create on site design and to improve street corner building orientation for commercial development. All drive-through lanes shall be designed to mitigate negative visual/auditory effects and to improve site design principles, which should be to reduce the prominence of automobiles in general while still providing safe and convenient access to drive-through commercial establishments (where allowed). The following performance standards shall apply:

  (b) Drive-through lanes shall be located internal to a development site and designed in the following manner (see Figure 1):

  (i) To eliminate the prominence of the drive-through or incidence of headlights shining directly toward an abutting or adjacent street right-of-way;

  (ii) If oriented perpendicular to a public right-of-way, shall include landscape screening to

shield headlights from shining directly into an abutting or adjacent street right-of-way;

(iii) Shall include appropriate signage encouraging motorists to turn headlights off while stacking in the drive-through lane;

(iv) Window lanes and facilities shall be oriented away from residential zones, and shall be screened from residential zones and public streets to obscure vehicle headlights from shining directly into public streets or residential zones; and

(v) Required screening shall be a minimum height of three feet above the grade of the drive, and shall be sufficiently dense to obscure at least 80 percent of vehicle headlights prior to occupancy and use, and 100 percent of vehicle headlights within one year of occupancy and use. Acceptable screening materials shall include the use of building walls, berms, landscaping and/or solid fencing;

Reference PMC 20.55.013 for stacking space requirements for drive-up windows.

- Reference PMC 20.58.005(2) for Perimeter Landscaping Requirements:

(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.

For applicable landscape buffer types, reference the city's Vegetation Management Standards (VMS) Manual.

Per PMC 20.52.015(4)(e), Parking Facilities, internal parking lot landscape islands are required.

For this proposal, Planning will accept:
- 12 ft landscape buffer on east property line
- 6 ft perimeter landscape butter on west and south property lines
- Landscaping outside northern property line must be preserved and maintained (with permission from owner)
- Meet the landscaping requirements within the perimeter

- Max Lot coverage is 65% in the UCX zone. See PMC 20.31.026.
- Max building height is 68 ft; up to 90 ft with height bonuses. See PMC 20.31.028.
- Front Yard Setback is 12ft - 20 ft BTA. See PMC 20.31.026.
- Interior Side Yard Setback is 6 ft. See PMC 20.31.026.
- Rear Yard Setback is 10 ft. See PMC 20.31.026.

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Engineering Review - Jamie Carter; (253) 435-3616; JCarter@puyallupwa.gov

- CIVIL PERMIT APPLICATION

  • Civil engineering drawings will 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). Included within the civil design package will be a utility plan overlaid with the landscape architects landscaping design to ensure that potential conflicts between the two designs have been addressed.
  • 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.

- FRONTAGE CODE

  New Commercial/Industrial Buildings or Expansion of Existing buildings:
  • Any person or entity who constructs or causes to be constructed any new commercial/industrial building or expansion of an existing commercial/industrial building either of which have a structure improvement value exceeding $200,000 in valuation shall construct curb, gutters, 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. The frontage improvements shall be required along all street frontage adjoining the property upon which such building will be placed. Frontage improvements shall also be required where any reasonable access to the property connects to the public right-of-way, although the primary access is located on another parcel. There is no cap on frontage improvements for new buildings or expansion of existing buildings.

- WATER/FIRE
  Water Outside City Service Area:

- Water to this site is to be provided by Fruitland Mutual Water Company. Applicant shall design and construct watermain to meet Fruitland Mutual Water standards. Applicant is responsible for verifying the required level of backflow protection with the water authority. Water connection fees and systems development charges shall be in accordance with Fruitland Mutual Water Company. The applicant shall provide a water availability letter prior to building permit issuance for the site. [RCW 19.27.097 & PMC 14.02.130]
- Fire hydrants and other appurtenances such as Double Detector Check Valve Assembly (DDCVA) and Post Indicator Valve (PIV) shall be placed as directed by the Puyallup Fire Code Official.

Fire Requirements (applies to both City Water and Water Purveyors):

1. Fire flow requirements are dependent on the construction type and size. Buildings >10K SF requires sprinklers. Note if fire partition walls are used this reduces this 10k SF to that area protected by the fire walls.
2. Hydraulic analysis is generally required by Fire. The reviewer needs to coordinate the system and pipe size based on this analysis. The volume capacity for dead end lines are limited by Velocity. Q=VA where V is limited by 10FPS per city standards.
3. Engineering is focused on some water quality benefits, we don't want domestic water to come off a dead-end hydrant line as this water is commonly stagnant and tastes funny. Fire is generally not worried about this. If a hydrant is shown in the middle of a private site, the project likely needs fire sprinklers.
4. A wet pipe fire sprinkler system constantly has water in the pipes. This type of sprinkler system requires a DCVA backflow device, which requires a plumbing permit to install the backflow.
5. A dry pipe sprinkler system uses pressurized air in the pipe which is released when the water is released, this system does not require a backflow device.

- The domestic service line and fire system service line shall have a separate, independent connection to the supply main. A Double Check Valve Assembly (DCVA) will be required near the property line at the point of connection to the public main. The fire sprinkler Double Detector Check Valve Assembly (DDCVA) may be located either inside, or outside, of the building.
- The sprinkler supply line shall be designed, and shown on the plan, into the building to the point of connection to the interior building riser. Provide plan and elevation detail(s) where the riser enters the building with dimensions, clearances, and joint restraint in accordance with NFPA 24. A post indicator valve (PIV) shall be provided for the fire sprinkler system in advance of the DDCVA. [PMC 14.02, CS 302.3, & CS 303]
- Fire hydrants shall be placed so that there is a minimum of 50-feet and a maximum 150-feet of separation from hydrants to any building walls. [PMC 16.08.080 & CS 301.2, 302.3]
- Maximum hydrant run is 20-feet. Hydrant runs that exceed this distance shall be served by a mainline with the hydrant feed line set at right angles to the supply main.
- The Fire Department Connection (FDC) shall be located no closer than 10-feet and no further than 15-feet from a fire hydrant. [CS 302.3]
- Available fire flow for the project site must be determined by hydraulic modeling

conducted by the City's consultant. The cost of this analysis is $600 and shall be paid by the applicant.

- Utility extensions shall be approved and permitted prior to any building permit issuance. [PMC 14.02.130]

- SEWER
  - The proposed sewer system shall be designed and constructed to current City standards. [PMC 14.08.070, 17.42 and CS 400]
  - The applicant shall connect into the existing public system located within the internal drive west of the project site. A clean out is shown here in our GIS and there should already be a connection. See other notes about reusing an existing connection and grease interceptor installation. If a proposed connection is to occur elsewhere, the applicant shall confirm that the system is located within a 40-foot easement dedicated to the City for maintenance purposes. [PMC 14.08.070, PMC17.42 & CS 401(14)]
  - Side sewers shall have a cleanout at the property line (to distinguish ownership/maintenance responsibility), at the building, and every 100 feet between the two points. [PMC 14.08.120 & CS 401(6)]
  - If the proposed side sewer is greater than 6-inches, a sanitary sewer manhole shall be provided at the property line.
  - Sewer main pipe and service connections shall be a minimum of 10-feet away from building foundations and/or roof lines.
  - The City Sewer Department must conduct a visual inspection of a previously used side sewer to determine if that side sewer can be used again. Existing laterals must meet current standard to be used again. It is the responsibility of the property owner to expose the line as necessary for that inspection. The City reserves the right to request video inspection of the side sewer to assist in its determination. Redevelopment projects shall utilize the existing trench where possible. [CS 401(15) & CS 401(16)]
  - Grease Interceptors are required for all commercial facilities involved in food preparation. The applicant shall install an external grease interceptor in accordance with the current edition of the Uniform Plumbing Code adopted by the City of Puyallup, Puyallup Municipal Code, and City standard details. [PMC 14.06.031(3) & CS 401(5), 402.3]
  - The construction of an area drain for the trash enclosure, if proposed, will require the enclosure to prevent stormwater infiltration into the sewer system.
  - All private oil-water facilities shall be maintained in accordance with PMC 14.06.031. Under this Title, records and certification of maintenance shall be made readily available to the City for review and inspection and must be maintained for a minimum of three years. If the owner fails to properly maintain the facility, the city, after giving the owner notice, may perform necessary maintenance at the owner's expense. [PMC 14.06.031 & CS 402.2]
  - Utility extensions shall be approved and permitted prior to any building permit issuance. [PMC 14.20.030]

  CONFIRMED - The pipe in the parking lot is a gravity sewer pipe. Our GIS had some issues and may have shown the wrong symbol, but it is not a FM.

- STORMWATER
  - Design shall occur pursuant to the 2019 Stormwater Management Manual for Western Washington and current City Standards. [PMC 21.10]

• 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. For this project it will almost definitely be required. 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 is responsible for submitting a preliminary stormwater management site plan which meets the design requirements provided by PMC 21.10 and Ecology Manual Volume I, Section 3.4.1. The preliminary stormwater site plan (PSSP) shall be submitted prior to Preliminary Site Plan approval to ensure that adequate stormwater facilities are anticipated prior to development of the individual lot(s). The preliminary stormwater site plan shall reasonably estimate the quantity of roof and driveway stormwater runoff and the application of On-site Stormwater Management BMPs for the proposed development.

• 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.

• Public right-of-way runoff shall be detained and treated independently from proposed private stormwater facilities. This shall be accomplished by providing separate publicly maintained storm facilities within a tract or dedicated right-of-way; enlarging the private facilities to account for bypass runoff; or other methods as approved by the City Engineer. [PMC 21.10.190]

• 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]

- Erosion control measures for this site will be critical. A comprehensive erosion control plan will be required as part of the civil permit application.

Stormwater Retention/Detention (R/D) Facilities:

- Overflow facilities shall be provided for any proposed R/D facilities in accordance with City standards. This may include a downstream analysis of up to a quarter mile.
- Any above-ground stormwater facility shall be screened from public right-of-way and adjacent property per the underlying zoning perimeter buffer requirements in the PMC.
- Stormwater R/D facilities shall be a minimum of 20-feet from any public right-of-way, tract, vegetative buffer, and/or property line measured from the toe of the exterior slope/embankment of the facility. [PMC 21.10 & DOE Manual, Vol. V-1.2]

The following items shall be included at the time of Civil permit submittal:

- A permanent storm water management plan which meets the design requirements provided by PMC Section 21.10. 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]
- When using WWHM for analysis, provide the following WWHM project files with the civil permit application:
  - Binary Project File (WHM File Extension)
  - ASCII Project File (WH2 File Extension)
  - WDM File (WDM File Extension)
  - WWHM Report Text (WORD File)
- 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]
  - the quantity of the offsite runoff
  - the location(s) where the offsite runoff enters the project site
  - how the offsite runoff will be routed through the project site
  - the location of proposed retention/detention facilities
  - 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:
  - Pipe Reach Name
  - Structure Tributary Area
  - Pipe Diameter (in)
  - Pipe Length (ft)
  - Pipe Slope (%)
  - Manning's Coefficient (n)
  - HGL for each Pipe Reach

- Design Flow (cfs)
- Water Depth (in), Velocity (fps) and Percent Full (%) at Design Flow
- Flow (cfs) and Velocity (fps) at Pipe-Full
- Critical Depth (in)

- In the event that during civil design, there is insufficient room for proposed stormwater facilities in the area(s) shown on the plans, the stormwater area(s) shall be increased as necessary so the final design will be in compliance with current City Standards. This may result in the number of lots being reduced, or a reduction in other site amenities. [PMC 21.10.060(4), 21.10.150]
- If the use of an above-ground combined treatment-storage facility is proposed for flow control and water quality treatment, the geometric characteristics of the facility design shall be in accordance with the Ecology Manual, and the following criteria:
  - A licensed professional geotechnical engineer shall determine the maximum seasonal high groundwater elevation at the location of the combined facility.
  - The applicant shall clearly indicate the static water surface elevation for the top of the wetpool/bottom of the storage volume.
  - The maximum seasonal high groundwater elevation shall be below the static water surface elevation of the wetpool.
- If the applicant proposes to use bioretention cells for water quality treatment, the following notes shall be added to the civil design plans:
  - "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."
  - "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."
- Overflow facilities shall be provided at the low points of any proposed permeable pavement areas to allow safe discharge to the downstream public storm system.
- Trench dams shall be provided at the property line for utilities located below infiltrative facilities including, but not limited to, permeable pavements and bioretention facilities. [CS Detail 06.01.10]

- A Construction Stormwater General Permit shall be obtained from the Department of Ecology if any land disturbing activities such as clearing, grading, excavating and/or demolition will disturb one or more acres of land, or are part of larger common plan of development or sale that will ultimately disturb one or more acres of land. The application must be made 60 days prior to the discharge of any stormwater from the site. The link below may be used to obtain information to apply for this permit:
  http://www.ecy.wa.gov/programs/wq/stormwater/construction/
- 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]

- Find guidance on creating a Storm Water Agreement for your project here: https://www.cityofpuyallup.org/2157/Operations-and-Maintenance

- STREET
  - Existing public utilities that are in conflict with proposed frontage improvements shall be relocated as necessary to meet all applicable City, State, and Federal requirements.
  - Existing private utilities (gas, telcon, cable, etc.) that are in conflict with City maintained right-of-way and utilities shall be relocated outside of the travelled road section, i.e., behind the curb under the sidewalk area.
  - A separate street lighting and channelization plan if relevant shall be provided in accordance with City Standards.
  - Commercial and Multi-family projects shall provide an auto turn analysis for the largest anticipated vehicle that would access the site. Curb radii and entrance dimensions shall be increased as necessary to allow vehicles to access the site without encroaching into adjacent lanes of traffic.
  - Root barriers in accordance with City Standard Detail 01.02.03 shall be installed for all street trees within ten (10) feet of the public ROW.
  - Wheelchair ramps, accessible routes, etc. shall be constructed in accordance with City Standards and current ADA regulations. If there is a conflict between the City Standards and ADA regulations, the ADA regulations shall take precedence over the City's requirements. [PMC 17.42]
  - Any surface area proposed for parking, drive aisle, or outdoor storage shall be paved with asphalt or concrete. [PMC 20.30.045(3), 20.35.035(3), 20.44.045(2)]
  - Any curb, gutter, sidewalk, or other existing improvements which currently do not meet City Standards, or are damaged during construction, shall be replaced. [PMC 11.08.020]
  - Upon review of the required, submitted traffic report, additional off-site improvements may be required as directed by the Traffic Engineering Department. [PMC 17.42]

- GRADING
  - A Grading Plan conforming to all requirements of PMC Section 21.14.120 will be required prior to infrastructure construction. The Plan shall be prepared by a Civil Engineer licensed in the State of Washington. [PMC 21.14.070]
  - Cross sections will be required at various points along the property lines extending 30-feet onto adjacent properties to assure no impact from storm water damming or runoff. [PMC 17.42 & CS 502.1]
  - The following notes shall be added to the first sheet of the TESCP:

"If at any time during construction it is determined by the City that mud and debris are being tracked onto public streets with insufficient cleanup, all work shall cease on the project until this condition is corrected. The contractor and/or the owner shall immediately take all steps necessary to prevent future tracking of mud and debris into the public ROW, which may include the installation of a wheel wash facility on-site."

"Contractor shall designate a Washington Department of Ecology Certified Erosion and Sediment Control Lead person and shall comply with the Stormwater Pollution Prevention Plan (SWPPP) prepared for this project."

"Sediment-laden runoff shall not be allowed to discharge beyond the construction limits."
"The permanent BMPs shall not be utilized for TESC runoff. Connect BMPs to road system only after construction is complete and site is stabilized and paved."

- A geotechnical report conforming to all requirements in PMC Sections 21.14.150 and 21.14.160 will be required prior to civil/grading/stormwater review. The Report shall be prepared by a Civil Engineer or Engineering Geologist licensed in the State of Washington.

- FEES
  - Water and sewer connection fees and system development charges are due at the time of building permit issuance and do not vest until time of permit issuance. Fees are increased annually on February 1st.
  - 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 FEES
  - To obtain credit towards water and sewer System Development Fees for existing facilities, 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, 14.10.030]
  - 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]

- DISCUSSION OF DETAILED QUESTIONS AND PARTICULAR ISSUES

  1. Timelines and fees are available on the city's website on the Development and Permitting Services page. Length of time prior to permit issuance is highly dependent on quality and timeliness of submittals. We do not have control over Fruitland Water or Tacoma-PC reviews. Engage with them early. 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.
  5. Frontage Improvements thresholds are met by this project. Although the frontage is existing there will be an inspection to ensure that it meets current standards for safety and quality. There are potential non-conforming ADA ramps within the frontage and other components may need upgrades. Frontage Improvements in Puyallup can encompass curb, gutter, sidewalk, landscape, storm drainage, ADA, striping and street lighting.
  6. Engage with Fruitland Mutual Water directly. They will be able to give guidance.
  7. See SEWER section of these notes and Section 400, Puyallup City Design Standards.
  8. There may be a Drainage Report from the last time this property was redeveloped, but it would not be very useful as the Storm Water Management Manual for Western Washington has been updated several times since then and drainage techniques and requirements have evolved. See Stormwater Section of these notes and the 2019 Storm Water Management Manual for specific requirements.

18. Yes. See City of Puyallup Design Standards Section 208. These regulations and collaboration with the local provider is what is expected.

a. The provider is Murrey's Disposal.

b. The dumpster size shall be based on need.

c. Our code does specify size and number of recycling bins.

d. I dont have experience with H/C water in trash enclosures, provide more info with submittal.

e. Trash enclosures shall drain to the sewer while not allowing storm run on.

f. Yes a GI is required for this type of business.

g. See City Standard Detail 04.06.01. It does not specify a man door, but it could depend on the size. Our detail shows a locking frame and cover. More details may be required to answer this completely.

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

- A traffic scoping worksheet will be required for this project. 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 R2 value is 0.70 or greater. For single-family units and offices smaller than 30,000 SF, use ITE's Trip Generation, average rate.

  Once the traffic scoping worksheet is reviewed, a written response would be sent to the applicant's traffic engineer outlining the scope of the project's Traffic Access and Impact Study

  The city has adopted a City-Wide Traffic Impact Fee of $4,500 per PM peak hour trip. Final fees will be calculated and assessed by the City at the time of building permit issuance

  Note: As part of the City's Comprehensive Plan update, a traffic impact fee rate study is in progress. The information provided does not vest the project to current TIF rate calculations. The actual impact fee rate will be determined upon building permit submittal.
- Meridian Access:

  Pavement marking/striping meeting City standards will be required on north and south access

  Signage
  Provide Do Not Enter and Right Turn Only signs at split enter/exit access to the south.

  ADA Ramp Improvements
  Access points north and south of the site will be required to meet current ADA/City standards

  Maintain pedestrian path from shared south parking area to building access

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 the time of the building permit, building plans will need to be complete with all building, mechanical, plumbing, energy code items, and accessibility requirements that may apply on the 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. Log in 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 the 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 the 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.*