



City of Puyallup

Planning Division

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

www.cityofpuyallup.org

PRELIMINARY*

DETERMINATION OF NON-SIGNIFICANCE (DNS)

**This determination will become final if no formal appeals are filed and/or reconsideration requests are duly received*

for

Draft City of Puyallup Commute Trip Reduction (CTR) Four-Year Plan: 2025-2029, and Associated Amendments to PMC Chapter 21.16

SEPA Standalone, SEPA Checklist

Project # PLSSP20250042

[Online Permit File](#)

Date of Issuance:	June 04, 2025
Description of Proposal:	Proposal to adopt the "City of Puyallup Commute Trip Reduction Four-Year Plan Update: 2025-2029" and amend the Puyallup Municipal Code (PMC) Chapter 21.16 - Commute Trip Reduction (CTR) Program. The CTR plan outlines policies and strategies to reduce single-occupant trips through employer-based transportation programs that incentivize alternative transportation. The CTR plan and associated code were developed to meet the requirements of the Washington State Commute Trip Reduction Act (RCW 70A.15.4000-4080). The CTR program is a policy guiding document that outlines the strategies for the City of Puyallup to implement and assist employers in meeting the goals of the plan.
Location of Proposal:	This is a non-project SEPA determination (not site-specific). The proposed updates to the Puyallup Municipal Code and CTR Plan will apply to the City of Puyallup and other CTR-affected employers within City of Puyallup limits, consistent with Section 70A.15.4020 of the Revised Code of Washington (RCW).
Proponent:	City of Puyallup Development & Permitting Services Department 333 South Meridian Puyallup, WA 98371
Lead Agency Responsible Official:	Katie Baker, AICP Planning Manager City of Puyallup Planning Division 333 S. Meridian Puyallup, WA 98371 (253) 435-3604 www.cityofpuyallup.org
Approval(s) Required:	City of Puyallup City Council, Puget Sound Regional Council, Washington State Commute Trip Reduction Technical Committee

PROJECT SPECIFIC MATERIALS (INCORPORATION BY REFERENCE – WAC 197-11-635):

- I. The subject Threshold Determination herein and associated environmental findings are based upon review of the following documents submitted by the applicant and official responses from the city in regard to the underlying permit(s). These documents are incorporated by reference, in accordance with WAC 197-11-635, and are available for public review on [the City's online permit portal](#).
 - i. SEPA Checklist/Non-Project Action Checklist, completed by the Planning Division. Dated May 15, 2025.
 - ii. Final Draft City of Puyallup Commute Trip Reduction Four-Year Plan Update: 2025-2029.
 - iii. Draft Puyallup Municipal Code Chapter 21.16 amendments.
2. The City submitted the Draft CTR Plan for review by the Washington State Commute Trip Reduction Technical Committee on February 19, 2025. The technical committee approved the City's plan on April 3, 2025.
3. The City submitted the Draft CTR Plan for review by the Puget Sound Regional Council on February 19, 2025. PSRC confirmed the Plan's consistency with the Regional Transportation Plan (2022-2050) on May 30, 2025.
4. Puyallup City Council is anticipated to consider first reading of an ordinance for the adoption of the updated CTR Plan and proposed amendments to Chapter PMC 21.16 at a public meeting on June 17, 2025.
5. A summary of the amendments proposed, including key environmental issues addressed and associated findings made during the threshold determination process, is as follows:
 - i. Draft City of Puyallup Commute Trip Reduction Four-Year Plan Update: 2025-2029. The Draft CTR Plan covers the benefits of CTR programming, connections to the City's Land Use and Transportation policy objectives, alignment with transit plans, performance targets for the City and employers who must comply under Washington State's CTR law, services and strategies for meeting the targets, community engagement, and planned funding for services and strategies.
 - ii. Draft PMC Chapter 21.16 – Commute Trip Reduction Program. The proposed code changes will incorporate the updated CTR Plan and provide code consistency with current Washington State CTR requirements. Updates are proposed to all sections of the Chapter 21.16 PMC and the updates include, but are not limited to: elimination of outdated information or practices; the addition of a new purpose and intent section; updates to administrative practices, definitions, affected employer CTR program and reporting requirements, references to teleworking and telecommuting; and updating Revised Code of Washington (RCW) references to reflect the recodification of RCW 70.94.521 through RCW 70A.94.551 as sections in Chapter 70A.15 RCW.
 - iii. The proposed plan and code amendments apply citywide and aim to reduce congestion and impact on the transportation system through the implementation of CTR strategies. The plan also aligns with transit plans. The associated code amendments will aid in the implementation of the CTR program.

DETERMINATION OF NON-SIGNIFICANCE (DNS)

Upon review of applicable documentation, the responsible official of the lead agency hereby finds that this proposal would not result in a probable significant adverse impact on the environment. The lead agency has determined that the requirements for environmental analysis, protection, and mitigation measures have been adequately addressed in the development regulations and comprehensive plan adopted under chapter 36.70A RCW, and in other applicable local, state, or federal laws or rules, as provided by RCW 43.21C.240 and WAC 197-11-158. Our agency will not require any additional mitigation measures under SEPA.

An Environmental Impact Statement (EIS) is not required, under RCW 43.21C.030 (2) (c). This finding is made pursuant to RCW 43.21C, PMC 21.04.120 and WAC 197-11 after reviewing a completed environmental checklist and other information on file with the lead agency. The responsible official finds this information reasonably sufficient to evaluate the environmental impact of this proposal. This information is available to the public upon request.

COMMENTS

Comments on this preliminary DNS must be submitted within 14 days or by **3:00 p.m. on June 18, 2025** (14 days from issuance date) to the Responsible Official at City of Puyallup Development Services Center. Comments will be accepted by mail, or (preferably) by email.

- Please mail to: Development Services Department, Attn: Michelle Ochs, 333 S Meridian, Puyallup, WA 98371.
- To submit comments electronically, please send via E-mail to: Planning@PuyallupWA.gov ; or contact the case planner below.
- Kendall Wals, Senior Planner at (253) 841-5462 or KWals@PuyallupWA.gov

APPEALS

Consistent with WAC 197-11-545 regarding commenting parties and agencies, an appeal the subject DNS may be filed via a written request with the SEPA Responsible Official by applicable parties and agencies within 10 days of expiration of the comment period, or by **3:00 pm on June 30, 2025**.

Appeals will only be accepted via the City's online permits portal. Please call the case planner listed above prior to submission of an appeal to make arrangements for submittal of the appeal documents.

Prior to submittal and payment of the \$650.00 appeal fee, consult PMC 21.04.205 regarding SEPA Appeals or contact the SEPA Responsible Official at Planning@PuyallupWA.gov or (253) 864-4165 to ask about the appeal procedures. Be prepared to make specific factual reasons, rationale, and/or the basis for the appeal. This determination will become final if no formal appeals are filed and/or reconsideration requests are made by the expiration date listed above.

Publication Date: June 11, 2025

Notice Published in: Tacoma Weekly



Kendall Wals
Senior Planner

June 04, 2025
Date



Katie Baker, AICP
City of Puyallup SEPA Responsible Official

June 04, 2025
Date

Attachments:

- A. Environmental Checklist