



City of Puyallup
Planning Division
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October 31, 2025

Jacob Miller
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FINAL DEVELOPMENT REVIEW TEAM (DRT) LETTER	
PERMIT #	PLPMP20240053
PROJECT NAME	Normandy Heights
PERMIT TYPE	Preliminary Major Plat; Conditional Use Permit for Planned Residential Development
PROJECT DESCRIPTION	Subdivision of 25 single-family residential lots on approximately 7.3 acres with associated stormwater facilities, newly dedicated public roads, street trees, and landscaping. Onsite wetland, stream, and potential landslide hazard areas and associated buffers to be preserved in separate conservation tracts.
SITE ADDRESS	2007 SHAW RD, PUYALLUP, WA 98372;
PARCEL #	0420354039;
ASSOCIATED LAND USE PERMIT(S)	P-14-0094 P-21-0135 P-20-0034 PLPMP20220090 PRAMR20251377 PRAMR20251378
APPLICATION DATE	May 4, 2024
APPLICATION COMPLETE DATE	June 11, 2024
PROJECT STATUS	<u>Final Development Review Team (DRT) letter - Application preliminary review complete.</u> The latest revised copy of submitted materials has fulfilled the city's requirements related to the land use permit in accordance with the following conditions and notes. The project is now proceeding into final SEPA review and issuance, followed by the scheduling of a public hearing on the project.
APPROVAL EXPIRATION	N/A - Project to be schedule for public hearing
CONDITIONS	<u>See notes and conditions below.</u> The project shall conform to all conditions outlined herein and shall comply with all applicable provisions of the Municipal Code and any SEPA conditions (if SEPA environmental review was performed).

HOW TO USE THIS LETTER

The “**Conditions**” are items that will govern the final permit submittal(s) for the project. Please be aware that these conditions will become conditions of the final permits and/or recommendations to the Hearing Examiner, if applicable.

If you have questions regarding the action items or conditions outlined in this letter, please contact the appropriate staff member directly using the phone number and/or email provided.

CONDITIONS

The following are conditions of approval. All future civil and/or building permit submittals shall comply with the following conditions, if any. The ‘Condition Status’ column notes whether a specific condition has been ‘resolved’ meaning no further action is required or is ‘open’ meaning further action is required during subsequent permit submissions. Each condition has been added by a specific City of Puyallup Department, please contact the specific reviewer associated with that condition for any specific questions regarding that condition:

Department	Reviewer	Phone	Email
Planning	Rachael N. Brown	2537703363	RNBrown@PuyallupWA.gov
Engineering	Jamie Carter	2534353616	JCarter@puyallupwa.gov
Traffic	Bryan Roberts	2538415542	broberts@PuyallupWA.gov
Building	Ray Cockerham	2538415585	RayC@PuyallupWA.gov
Fire	David Drake	2538644171	DDrake@PuyallupWA.gov

Condition Category	Condition	Department	Condition Status
Public Noticing	Public notice sign must be posted on site in a publicly visible location.	Planning Division	Resolved
Public Noticing	Signed Affidavit must be provided.	Planning Division	Resolved
Standard Conditions	<p>Draft sight distance easements must be submitted with civil submittal. Please include existing City easement documentation along the Crystal Ridge Dr SE frontage (adjacent parcel) that can be used to maintain entering sight lines for the Road A/Crystal Ridge Dr SE intersection (outbound vehicles looking east).</p> <p>During Civil review, it may be necessary to modify the preliminary ROW alignment along Shaw Rd. Final horizontal alignment and elevations are not known at this time. North of 23rd, the future roadway section will have spiral transitions with superelevation. The preliminary KPG alignment did not include this level of design.</p>	Traffic Division	Open

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	<p>At time of civil, wall height must be coordinated with City CIP project with top of wall a minimum of 1-ft above proposed Shaw Road finished grade.</p> <p>At time of civil, Provide channelization design for Crystal Ridge Dr. Main access off Crystal Ridge Dr must be channelized to allow for a WBL turn pocket (at signal) + TWLTL across proposed access</p> <p>During civil review, the City may required "end of road" and "end of sidewalk" treatments per City standards</p> <p>At the time of civil permit review provide a separate street lighting plan and pavement striping plan (channelization) sheet for the City to review.</p> <p>Streetlight design shall provide the following: Provide details on how streetlights will be powered Location of conduit runs Wiring Schedule -Conduit size and type for each raceway -Conductors details Pole schedule -STA & offset for each luminaire Show location of junction boxes</p> <p>At time of civil, designer will evaluate the need for guardrail along Shaw Rd frontage</p> <p>At time of civil, designer will evaluate locations where handrail is necessary along frontage.</p> <p>Traffic Impact fees (TIF) will be assessed in accordance with fees adopted by ordinance, per PMC 21.10. Impact fees are subject to change and are adopted by ordinance. The applicant shall pay the proportionate impact fees adopted at the time of building permit application. Shaw Rd frontage improvements and ROW dedication will qualify for traffic impact fee reimbursement per the City's "Rate Study for Impact Fees for Roads". Coordinate with the City's Engineering</p>		

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	<p>Dept regarding the extent and scope of reimbursement.</p> <p>Park impact fees shall be charged per new dwelling unit based on its size. Fees are assessed in accordance with fees adopted by ordinance, per PMC 21.10</p> <p>School impact fees shall be paid directly to the school district in accordance with adopted fee at the time of collection by the district.</p> <p>Type III barricade for future extended roadways (01.01.21) will be required</p> <p>Ensure the existing signal cabinet has at least 3ft of paved pad round the base to provide adequate room for maintenance staff.</p> <p>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. Any existing improvements which are damaged now or during construction, or which do not meet current City Standards, shall be replaced.</p> <p>-All internal streets shall consist of a 28' street face of curb to face of curb with curb, gutter, 5ft sidewalks, 5.5ft planter strip and streetlights. The maximum grade for City streets is 10%. On-street parking shall be restricted to one side of the street.</p> <p>-Crystal Ridge Dr SE is classified as a minor collector and shall consist of a 34' street face of curb to face of curb with curb, gutter, 5ft sidewalk, 7.5ft planter strip and streetlights. City will require streetlights along Crystal Ridge frontage.</p> <p>Shaw Road -Required improvements & ROW dedication per Hans Hunger's 12/15/21 email: "The city is in agreement that obligations for Normandy's frontage improvements along Shaw Road will be met with ROW dedication, rough grading of shoulder area from existing pavement to the proposed retaining walls, and the</p>		

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	construction of the retaining walls based on a wall design agreeable to the city. It will be Normandy's responsibility to design, permit, and construct the walls as well as implementing any mitigation if any is identified during the permitting process (I'm thinking if the wall design encroached on a wetland). With the fulfillment of these obligations, no further payment of fee in lieu will be necessary."		
Standard Conditions	Utility extensions shall be completed prior to building permit issuance.	Development & Permitting Services	Open
Submit With Building Permit Application	Separate building permits are required for construction. Soils and geotechnical reports will be needed for the building pads.	Development & Permitting Services	Open
Standard Conditions	As it exceeds 1 acre and is likely to produce run off, this project will require an NPDES Construction General Permit from the Washington State Department of Ecology.	Development & Permitting Services	Open
Submit With Civil Permit Application	The PRV shall be removed from its current location and relocated to the approximate area shown on the Preliminary Site Plan and connected properly into the new water main loop. Once the PRV is online the CLA-Valves in the existing configuration can be removed and replaced with straight pipe. The vault shall be abandoned by removal of the lid and the filling of the vault with rock. Once purities and pressure testing of the new 8 inch main loop are completed satisfactorily then the existing remaining water main on Shaw shall be abandoned to city standards.	Development & Permitting Services	Open
Standard Conditions	GENERAL NOTES. For the most part these are, "at the time of civil submittal" and only require acknowledgement. Some of these requirements are incorporated already and some are not: a. This project triggers frontage improvements. There is an agreement between the city and developer to provide dedication, grading, and city approved retaining walls in the place of installing or paying fee-in-lieu on Shaw Rd. For Crystal Ridge Dr., improvements already exist, but the applicant shall replace any substandard or damaged curbs, gutters, sidewalks, storm drainage, and half-street	Development & Permitting Services	Open

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	<p>paving. Street lights will be required in accordance with the City's standards and specifications. See also traffic comments - UPDATED APPROVAL CONDITIONS.</p> <p>b. Any wells or septic drain fields on the site must be decommissioned in accordance with Washington State requirements. Documentation of the decommissioning must be provided with civil engineering drawings.</p> <p>c. The minimum distance between water lines and sewer lines shall be 10-feet horizontally and 18-inches vertically. If this criterion cannot be met, the applicant shall isolate the sewer and water lines by encasement, shielding, or other approved methods.</p> <p>d. The applicant shall provide and install the water meters required to service the site.</p> <p>e. Utility extensions shall be completed prior to building permit issuance.</p> <p>f. A new 8-inch sanitary sewer mainline shall be extended into and through the development per city standards. 6-inch side sewers shall be extended 15 feet into the proposed lots.</p> <p>g. 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.</p> <p>h. At the time of Final Plat Application, the following dedication language shall be provided on the plat document: FURTHER, THE UNDERSIGNED OWNERS OF THE LAND HEREBY SUBDIVIDED, WAIVE FOR THEMSELVES, THEIR HEIRS AND ASSIGNS, AND ANY PERSON OR ENTITY DERIVING TITLE FROM THE UNDERSIGNED, ANY AND ALL CLAIMS FOR DAMAGES AGAINST THE CITY OF PUYALLUP, ITS SUCCESSORS AND ASSIGNS, WHICH MAY BE OCCASIONED TO ADJACENT LAND BY THE CONSTRUCTION, DRAINAGE OR MAINTENANCE OF DEDICATED ROADS</p>		

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	<p>WITHIN THIS SUBDIVISION, OTHER THAN CLAIMS RESULTING FROM INADEQUATE MAINTENANCE BY THE CITY OF PUYALLUP.</p> <p>FURTHER, THE UNDERSIGNED OWNERS OF THE LAND HEREBY SUBDIVIDED, AGREE FOR THEMSELVES, THEIR HEIRS AND ASSIGNS, TO INDEMNIFY AND HOLD THE CITY OF PUYALLUP, ITS SUCCESSORS AND ASSIGNS, HARMLESS FROM ANY LOSSES, INCLUDING ANY REASONABLE COSTS OF DEFENSE, SUFFERED BY THE CITY OF PUYALLUP, ITS SUCCESSORS AND ASSIGNS, RESULTING FROM CLAIMS FOR DAMAGES BY PERSONS WITHIN OR WITHOUT THIS SUBDIVISION FINALLY ADJUDICATED TO HAVE BEEN CAUSED BY THE NEGLIGENCE OR WRONGFUL ACTS OR OMISSIONS OF THE UNDERSIGNED OWNERS, THEIR EMPLOYEES, AGENTS OR CONTRACTORS, IN ALTERING THE GROUND SURFACE, DRAINAGE OR SURFACE OR SUB-SURFACE WATER FLOWS WITHIN THIS SUBDIVISION, OR IN ESTABLISHING OR CONSTRUCTING THE ROADS WITHIN THIS SUBDIVISION.</p> <p>PROVIDED, THIS WAIVER AND INDEMNIFICATION SHALL NOT APPLY TO THE EXTENT THAT ANY LIABILITY OR DAMAGES RESULT IN WHOLE OR IN PART FROM THE NEGLIGENCE OR WRONGFUL ACTS OR OMISSIONS OF THE CITY OF PUYALLUP, OR ITS EMPLOYEES, AGENTS, CONTRACTORS, SUCCESSORS OR ASSIGNS.</p> <p>SUBJECT TO THE TERMS AND CONDITIONS CONTAINED HEREIN, THIS SUBDIVISION, DEDICATION, WAIVER OF CLAIMS AND AGREEMENT TO HOLD HARMLESS IS MADE WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF SAID OWNERS.</p> <p>i. The asphalt within the subdivision shall be placed in two 2-inch lifts. The first lift shall be placed prior to final plat approval. The second</p>		

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	<p>lift shall be delayed until 90% of the homes are built or 18 months pass from time of final plat, which ever occurs first. The developer shall be required to post an assignment of funds to guarantee the second lift. [PMC 19.08.160]</p> <p>j. Existing private utilities (gas, telcom, cable, etc...) that are in conflict with City maintained facilities and utilities shall be relocated outside of the travelled road section, i.e., behind the curb under the sidewalk area or outside of the right-of-way limits.</p> <p>k. 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.</p> <p>l. Stormwater vaults require separate building permits for cast in place.</p> <p>m. The current storm design proposal meets the feasibility requirements for Preliminary Plat Approval. Details, sizing, and exact alignments shall be reviewed during the civil phase and are subject to correction or improvement as regulated by the PMC and the SWMMWW.</p> <p>n. Water connection fees and systems development charges will be assessed at the time of building permit issuance for the individual lots. [PMC 14.02.040, 14.10.030]</p> <p>o. For new plats, sewer connection fees and systems development charges will be assessed at the time of building permit issuance for the individual lots unless the developer/builder chooses to take advantage of the fee deferral option available by City Ordinance 2965. [PMC 14.10.010, 14.10.030]</p> <p>p. Prior to permit approval, the applicant shall provide documentation that the United States Post Office has been contacted to coordinate mail box locations for this project.</p>		
Submit With Civil Permit Application	Include model for water quality with first civil submittal and clearly show it is meeting enhanced treatment standard and which proprietary unit will be selected for use.	Development & Permitting Services	Open
SEPA Condition	SEPA Mitigation Condition: The applicant proposes constructing 25 single-family detached homes. Utilizing the Puyallup School District districtwide student generation rates published	Planning Division	Open

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	<p>in the district's current Capital Facilities Plan, the district estimates the development will generate:</p> <ul style="list-style-type: none"> • Ten K-6th grade elementary students • Four 7th-9th grade junior high students • Three 10th-12th grade high school students <p>The site is located within the Shaw Road Elementary, Kalles Junior High and Puyallup High School attendance areas. The district plans to provide school bus service for students attending all three schools. A school bus stop waiting area is requested, that shall include:</p> <ul style="list-style-type: none"> • 100 square feet of hardscape surface school bus waiting area located near the NE corner of Crystal Ridge Drive South and the proposed access road. The waiting area should be adjacent to, and separate from, the back of sidewalk fronting Crystal Ridge Drive South. • The waiting area shall include separation from private property (Lot 25), such as fencing, landscaping or other improvement approved by the district and the City of Puyallup. • Street and/or pedestrian level light shall be provided to illuminate the school bus stop waiting area. 		

Sincerely,

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