



City of Puyallup

Planning Division

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

www.cityofpuyallup.org

November 25, 2025

Nathan L Miller
1645 NW Hoyt
Portland, OR 97209

DEVELOPMENT REVIEW TEAM (DRT) LETTER	
DRT #	I
PERMIT #	PLPSP20250080
PROJECT NAME	UPMU-AOB
PERMIT TYPE	Preliminary Site Plan
PROJECT DESCRIPTION	PROPOSED CONSTRUCTION OF A 5 STORY MULTI-FAMILY BUILDING WITH 140 RESIDENTIAL UNITS. 99 PARKING SPACES IN A GROUND FLOOR PARKING GARAGE AND 2,300 SF OF LEASABLE RETAIL SPACE AND A FITNESS GYM FOR RESIDENT USE ON THE GROUND FLOOR. ROOFTOP AMENITY DECK AND DOG RUN. THE STRUCTURE PROPOSED IS APPROXIMATELY 163,000 SF AND 63' TALL.DESIGN ELEMENTS TO MEET THE REQUIREMENTS OF THE DOWNTOWN DESIGN GUIDELINES HAVE BEEN INCLUDED. - AOB
SITE ADDRESS	330 3RD ST SW, Puyallup WA 98371
PARCEL #	5745001371;
ASSOCIATED LAND USE PERMIT(S)	PLPRE20250057 PLDDG20250081
APPLICATION DATE	October 17, 2025
APPLICATION COMPLETE DATE	October 22, 2025
PROJECT STATUS	Active Development Review Team (DRT) review case – resubmittal required. Please address review comments below and resubmit revised permit materials and by responding in writing to the remaining items that need to be addressed.
APPROVAL EXPIRATION	N/A – Active permit application, not approved

CONDITIONS	<p>Active permit application, not approved;</p> <p>Pursuant to PMC 20.11.022 regarding inactive applications, any and all pending land use applications or plat applications shall be deemed null and void unless a timely re-submittal is made to the City within 1 year of issuance of this Development Review Team (DRT) comment letter.</p> <p>DRT review letters typically identify requested corrections, studies or other additional required pieces of information necessary to demonstrate conformance with the City's adopted development standards and codes.</p> <p>Subsequent applicant re-submittals shall make a good faith effort to respond to each request from this letter in order for the application to remain active. The failure to provide timely responses or lack of providing the requested material(s) within the 1-year window following DRT comment letter issuance shall be grounds for expiration, thus deeming the pending application null and void with or without a full or partial refund of application fees.</p>
-------------------	---

The City has completed the review of the above-mentioned permit submittal. All of your review comments, conditions, and redlined plans can be found on the [City's permit portal](#). Redlined plans can be found on the City's Permit Portal in the "Reviews" section under "Documents Returned for Corrections". Below please find the permit submittal review comments from your review team and re-submittal instructions. Should you have any questions regarding the review comments, please contact the plan reviewer associated with the comment listed below.

Re-submittal Instructions

To resubmit, you must respond to all comments in a written response letter and submit a letter of transmittal. Letter of transmittal and response letter must be submitted to the 'Correction Response Letter' item listed in the submittal items list. Avoid using "upload additional docs" unless there is NO submittal item available for your document. Please Note: If you do not resubmit as instructed your re-submittal will be rejected. If you have any questions about how to resubmit, please contact the permit center at permitcenter@puyallupwa.gov.

- 1 Log in to your permits portal and navigate to the [status page](#) for this permit. Under the 'Upload Documents' section, select 'click here to upload document'.
- 2 For each submittal item listed re-submit a new version of the submittal item by clicking the "New Version" button next to the file name of the original file submitted. DO NOT click the 'browse' button unless the document you are submitting for that submittal item is not a new version of the originally submitted document.
- 3 Click 'Upload Documents' at bottom of the page.

How to use this letter

This review letter includes two sections: **“Corrections”** and **“Conditions”**.

The **“Corrections”** section includes all items that the applicant must address to comply with the Puyallup Municipal Code (PMC) and city standards. Items listed in under **Action Items** require a resubmittal under this permit for further review by the Development Review Team (DRT); your application is not approved. Please make those updates to the proposed plans and resubmit for review. Please include a response letter outlining how you have revised your proposal to meet these items for ease of plan check by DRT members.

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.

Corrections

Building Review	Brian Snowden	(253)435-3618	BSnowden@puyallupwa.gov
<ul style="list-style-type: none">- Please provide the Type of Construction for each floor. Verify maximum allowable area, stories, and building height per Chapter 5 of the Washington State Building Code. [Comment Correction; ; pg. N/A]- The Site Plan only shows nine (9) EV Capable parking spots rather than the ten (10) required. [Comment Correction; ; pg. N/A]- Please note the minimum parking spot dimensions (standard, compact, and accessible van) on the site plan. [Comment Correction; ; pg. N/A]- Please ensure the text and notations on the final Site Plan do not obscure the accessible routes, parking spaces, and parking space notes. [Comment Correction; ; pg. N/A]- Please show the accessible routes and loading zones for the parking garage on the site plan. [Comment Correction; ; pg. N/A]			
Fire Review	Ray Cockerham	(253)841-5585	RayC@PuyallupWA.gov
<ul style="list-style-type: none">- Please provide a comprehensive plan and section view that demonstrate aerial fire apparatus access. [Comment Correction; ; pg. N/A]			
Engineering Review	Jamie Carter	(253)435-3616	JCarter@puyallupwa.gov
- SEWER - SEE UTILITY MAP IN DOCUMENTS AND IMAGES IN THE PERMITTING SOFTWARE			

-Storm report says that O/W Separator will drain to sewer. Plans show connection to storm. Underground parking garage shall drain to sewer after flowing through the O/W Separator. See City Design Standards 402.2 for other design elements and procedures concerning the installation of O/W Separators.

-Grease interceptors are required for retail establishments that prepare and cook food. See City Design Standard 402.3 and City Standard Details 04.06.01 and 04.06.02.

-Sewer capacity analysis should be performed for sizing of lateral(s) and to determine if the sewer main in between 3rd St SW and 4th St SW on Pioneer has the capacity and is in good enough condition to convey the proposed flows. The city shall initiate and manage the analysis with their 3rd party consultant and bill the project appropriately.

-Existing sewer is shown incorrectly in the survey. There is no connecting pipe between the clean out in the middle of the street directly east of the existing driveway and Manhole S5-03212 which is located slightly northeast of the alley access (no pipe exists at proposed connection for 34 LF 6" service). In addition, the dead-end section of pipe south of MH #S5-02386 is a 6-inch vitrified clay pipe and may not be suitable for connection without replacement. See the sewer utility map provided in the Documents and Images section of the permitting software.

-Cut and cap existing and proposed to be unused clean out and lateral at the southeast corner of the property.

[Comment Correction; ; pg. N/A]

- STORM

-The Washington State Department of Ecology requires a Construction Stormwater General Permit for all projects exceeding 1 acre. 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/>

-This project has a possible direct connection through manmade conveyance to the flow control exempt waterbody, the Puyallup River. In other words it should qualify for the Flow Control Exemption - see TDA Exemption in Vol I-3.4.7 MR& - Flow Control. Currently there are some capacity issues along that route, however the city has some available buy in options and is willing to work with the applicant to address these issues. Resolution of those issues would enable the direct discharge exemption and eliminate the need for costly and large retention/detention facilities for project generated runoff. Currently the city is discussing different options for developers that would satisfy the Storm Water Management Manual for Western Washington requirements while enabling responsible development in the downtown area to meet density goals. [Comment Correction; ; pg. N/A]

- STREET

-Proposed utility trench patches not to standards. Refer to City Standard Detail 01.01.20, #6, option B. [Comment Correction; ; pg. N/A]

- WATER

-Plan shows new 8 inch fire line and associated road patching in Pioneer. This 8 inch stub already exists into the private property. See again the Utility Map in the Documents and Images section of the permitting software. [Comment Correction; ; pg. N/A]

**Engineering Traffic
Review**

Bryan Roberts

**(253)841-
5542**

broberts@PuyallupWA.gov

<p>- Per Exhibit B of the approved development agreement, on the south side of the project (3rd St SW & 4th Ave SW intersection), the applicant will need to modify the STOP sign location so it is visible for southbound approaching traffic. To protect the sign from being hit, they would need to protect with raised curb (preferably with a bulb-out). The scope of this design will be determined during Civil permit review.</p> <p>Site Plan C1 [SITE PLAN; 2025\2025-10-17 Puyallup AOB Civil Site Plan.pdf; pg. 1]</p> <p>- The City will require the proposed 30ft x 8ft loading zone (as required per the approved DA) to be shifted farther west to improve sight distance for northbound vehicles looking west. This modification will also help maintain eastbound visibility of the rapid flashing beacons (at 3rd St SW & W Pioneer). The existing on-street parking restriction will remain along the W Pioneer frontage.</p> <p>Site Plan C1 [SITE PLAN; 2025\2025-10-17 Puyallup AOB Civil Site Plan.pdf; pg. 1]</p> <p>- On-street parking modifications on the south side of W Pioneer (east of 3rd St SW) may be necessary to accommodate improved sight lines for northbound vehicles entering W Pioneer. Additionally, this parking modification will allow the relocation of the existing Pierce Transit Bus Stop (#3419) farther east. The scope of this on-street parking modification (W Pioneer, east of 3rd St SW) will be determined during Civil permit review.</p> <p>Site Plan C1 [SITE PLAN; 2025\2025-10-17 Puyallup AOB Civil Site Plan.pdf; pg. 1]</p> <p>- The City may require directional ADA ramp design (east/west) at this location. Pedestrians crossing W Pioneer should be directed to use the marked crosswalk w/RRFBs on the east leg of the intersection. May be necessary to include signage the restricts north/south pedestrian movements on the west leg of the intersection. The scope of this modification will be determined during Civil permit review.</p> <p>Site Plan C1 [SITE PLAN; 2025\2025-10-17 Puyallup AOB Civil Site Plan.pdf; pg. 1]</p> <p>- City would prefer this access is larger to safely accommodate simultaneous ingress/egress. The scope of this modification can be determined during Civil permit review.</p> <p>Site Plan C1 [SITE PLAN; 2025\2025-10-17 Puyallup AOB Civil Site Plan.pdf; pg. 1]</p> <p>- During Civil review, provide an AutoTurn analysis showing largest anticipated design vehicle (garbage truck?)</p> <p>Site Plan C1 [SITE PLAN; 2025\2025-10-17 Puyallup AOB Civil Site Plan.pdf; pg. 1]</p> <p>- A traffic impact analysis is required for this project. The City has been coordinating with the applicant's traffic engineer on the scoping elements and required analytical components of the study. The City understands that the traffic engineer is actively preparing this analysis. Traffic Engineering will continue to collaborate with the design team throughout development of this deliverable. [Comment Correction; ; pg. N/A]</p> <p>- Clearance modifications may be necessary within planter strips to accommodate increased vehicle overhang from angled parking. Currently, the planter strip contains signage, street trees, streetlights, etc. The scope of any modification can be determined during Civil permit review.</p> <p>Site Plan C1 [SITE PLAN; 2025\2025-10-17 Puyallup AOB Civil Site Plan.pdf; pg. 1]</p>			

Conditions

Condition Category	Condition	Department	Condition Status
Public Noticing	Public notice sign must be posted on site in a publically visible location.	Planning Division	Resolved
Public Noticing	Signed Affidavit must be provided.	Planning Division	Resolved
	Provide a parking management plan prior to building permit, per the conditions of the Development Agreement.	Planning Division	Open
	The buffer area on the SW area of the site (abutting the alleyway) is required to be a Type I landscape buffer, consistent with PMC 20.26.500. The DA did not address or modify the landscape (plant) composition requirement.	Planning Division	Open
	<p>TRAFFIC ENGINEERING CONDITIONS:</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.</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. Based on the current 140-unit proposal, the City estimates the Park Impact fee will be \$293,755</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>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>The bus stop improvements, as specified by Pierce Transit NOA comments, will be installed concurrent with the civil improvements associated with the West Pioneer and 3rd Street frontage improvements and shall be shown on the future civil plans</p> <p>During civil review, City staff shall review street tree</p>	Traffic Division	Open

Condition Category	Condition	Department	Condition Status
	<p>placement, monument signage, fences, etc. to ensure required sight distance requirements are met.</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. 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>		

Sincerely,
Chris Beale
Senior Planner
(253) 841-5418
CBeale@PuyallupWA.gov