



# CITY OF PUYALLUP

## Development Services Center

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6/23/2021

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DEVELOPMENT REVIEW TEAM (DRT) LETTER	
PERMIT #	P-19-0096
PROJECT NAME	BCC BINDING SITE PLAN
PERMIT TYPE	BINDING SITE PLAN
PROJECT DESCRIPTION	CREATE (9) BINDING SITE PLAN LOTS FROM (3) EXISTING PARCELS WITH EXISTING IMPROVEMENTS TO REMAIN. NO NEW STRUCTURES ARE PROPOSED.
SITE ADDRESS AND PARCEL #	1015 39 <sup>TH</sup> AVE SE 0419034037
ASSOCIATED LAND USE PERMIT(S)	
APPLICATION DATE	9.17.2019
APPLICATION COMPLETE DATE	5.18.2021
PROJECT STATUS	<b>Active Development Review Team (DRT) review case.</b> 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 EXPIRES	N/A – Active permit application, not approved
CONDITIONS	N/A – Active permit application, not approved

*Staff has reviewed the above referenced application. The following revisions shall be made in order for the proposed application to comply with the Puyallup Municipal Code.*

**NOTE:** Items referenced by a checkmark (✓) indicate previous review comments that have been fulfilled by the most recent submittal **or** items that will be addressed during subsequent review stages (e.g. Civil and/or building permit review). Items referenced by a bullet point (●) are outstanding items that shall be addressed by the applicant. When resubmitting permit materials please be sure to format a written response to all pending comments as denoted by a bullet point (●). If you have questions regarding the requests or conditions, please contact the appropriate staff member directly using the phone number and/or email provided.

### Standard DRT LETTER Condition (PMC 20.11.022 inactive applications):

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. Said DRT letter typically identifies requested corrections, studies or other additional required pieces of information necessary to demonstrate conformance with the City's adopted development standards and codes. 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.

**PLANNING – Rachael Brown 253.770.3363 rnbrown@puyallupwa.gov**

#### **GENERAL COMMENTS SUMMARY**

- Concomitant Agreement: The concomitant agreement should be dissolved and the relevant sections of the agreement need to be incorporated into the BSP. Dissolution of the concomitant agreement would require approval by City Council and signatures of all parties to the agreement (including Kaiser Permanente). However, it may be possible to eliminate the agreements affect as it pertains to only the properties addressed in the BSP, without the signature of representatives of Kaiser Permanente. Please provide a draft dissolution document for review. The City would like to coordinate a meeting with representatives from the applicants team, including the owner, once the applicant's team has determined how they would like to address the issue of the concomitant agreement.
  - Relevant sections to incorporate into BSP:
  - Landscape Buffer: The concomitant agreement currently requires a 75' landscape buffer around the entire perimeter of the original property (pg. 19 of concomitant agreement)
  - Noise generating uses: Noise generating plant equipment will be located at least 400' from the boundary lines of the original property. (pg. 19 of concomitant agreement)
  - Stormwater lines: Reciprocal easements for stormwater shall be recorded on all lots for conveyance and detention. (pg. 3-4 of concomitant agreement)
  - Truck deliveries: Truck deliveries to the site will be limited to the hours between 7:00 am and 7 pm seven days a week
- SEPA: SEPA for parking lot expansion (P- will be required to be combined with SEPA for binding site plan. See notes marked in each SEPA checklist for corrections required before combining them into one checklist. Submit combined checklist as one checklist under permit #P-19-0096.
- Access to internal landlocked parcels proposed to be created under a Binding Site Plan must meet the 'private roadway' intent of PMC Sec. 19.04.370 and must be found to provide the functional equivalent of a corresponding public access road relative to vehicular and emergency vehicle access. Appropriate access easements shall be submitted for City review prior to Binding Site Plan recordation documenting perpetual public access to the internal lot(s), as well as adequate provision for any related utilities.
- The proposed storm ponds on the east side of proposed Lot 2 and south side of proposed Lot 9 appear to be located within a stand of mature significant trees very close to the property line. The concomitant agreement for this property requires that a 75' landscape buffer remains along the perimeter of the original parcel. These storm ponds must be relocated outside of the required buffer areas.

- Pedestrian access: A pedestrian access point needs to be provided for the East side of the development in order to facilitate access to the Pierce college campus. (PMC 19.12.050 (2)(e))

**LAND USE ANALYSIS**

- ✓ The site is in the Business Park (MP) zone district and the B/IP Comprehensive Plan designated area.

**CITY DEPARTMENT SIGNATURE BOXES**

- Please ensure the following signature boxes are correctly shown on the face of the plat, using the city’s template layout design:

Department	Signatory
“Office of the City Engineer”	“City Engineer”
“Development Services Department”	“Development Services Director”
“Fire Prevention Division”	“Fire Code Official”

- **The proposed sidewalk and walkway layout shall conform to the following:**
  - Pedestrian easements shall be required through the center of blocks more than 600 feet in length to provide circulation and access to schools, parks, open space, shopping or other community facilities;
  - Off-site sidewalk and/or walkway connections shall be required as a condition of approval if said off-site sidewalk/walkway furthers implementation of the city’s nonmotorized plan and if such off-site sidewalk connections are proportional to the size/scale of the development and would further the goals of the nonmotorized plan, as determined by the city engineer or designee. Special consideration will be made to sidewalk connections that would promote safe and dedicated public walking routes to schools.

**CRITICAL AREAS ANALYSIS**

- The following critical areas are known or suspected on the land proposed for subdivision or within 300’:

	CRITICAL AREA	CRITICAL AREA REPORT REQUIRED FOR PROJECT?
X	Critical aquifer recharge area	No
	Geologic hazard area – Volcanic hazard area	N/A
	Geologic hazard area – Landslide hazard area	N/A
	Geologic hazard area – Erosion hazard area	N/A
X	Geologic hazard area – Seismic hazard areas	N/A
X	Wetland and/or wetland buffer	Yes
	Fish and Wildlife Conservation Area - Stream and/or stream buffer	N/A
X	Fish and Wildlife Conservation Area – General habitat area	Yes
	Flood prone area – 100-year floodplain	N/A
	Shoreline of the State	N/A

- **Critical area tracts required:**
  - **Wetlands A & B and their associated buffers must be placed into critical area tracts**
  - Critical area tracts shall be used in development proposals for binding site plans to delineate and protect the following contiguous critical areas and buffers comprising 5,000 square feet or more of area:
    - All landslide and erosion hazard areas and buffers;
    - All wetlands and buffers;
    - All fish and wildlife habitat areas and buffers; and
    - All other lands to be protected from alterations as conditioned by project approval.
  - Critical area tracts shall be designated as native growth protection areas and shall be recorded on all documents of title of record for all affected lots.
  - Critical area tracts shall be designated on the face of the plat or recorded drawing in a format approved by the city attorney. The designation shall include the following restrictions:
    - An assurance that native vegetation within the growth protection area will be preserved;
    - The right of the city to enforce the terms of the restriction; and
    - The city may require that any required critical area tract be dedicated to the city, held in an undivided interest by each owner of a building lot within the development with the ownership interest passing with the ownership of the lot, or held by an incorporated homeowner’s association or other legal entity (such as a land trust), which assures the ownership, maintenance, and protection of the tract in accordance with PMC 19.12.070(4).
- **The following critical area report requirements are triggered by known or suspected critical areas:**
  - **Wetland and/or wetland buffer areas:**
    - Wetland report and delineation is being reviewed by third party consultant. Review comments will be forthcoming under separate comment letter.
  - **General habitat areas:**
    - General habitat area assessment was included in wetland report. Review of this report is being conducted by third party consultant. Review comments will be forthcoming under separate comment letter.
- **The following critical area notes need to be included on the face of the plat document:**
  - “Critical Area” notes section to denote the presence of a “Critical aquifer recharge area” “volcanic hazard area (Lahar)” “Geologic Hazard Area” “Wetlands” “Fish and Wildlife Habitat Conservation Areas”.
    - **Lots XX and XX** contain critical aquifer recharge areas. A critical aquifer recharge area note for each affected lot shall indicate: *“The site is within a high susceptibility/critical aquifer recharge area. Uses and activities on this site shall comply with the city’s critical area ordinance (Puyallup Municipal Code 21.06, Article XI). Activities that do not cause degradation of ground water quality and will not adversely affect the recharging of the aquifer may be permitted in a critical aquifer recharge area and do not require preparation of a critical area report; provided, that they comply with the city storm water*

*management regulations and other applicable local, state and federal regulations.”*

- **Lots XX and XX** contain wetland areas and protective wetland buffers. A note shall be included on the face of the plat for each affected lot indicating: *“This lot contains a wetland and/or wetland buffer that is protected by federal, state and local regulations. A wetland is a permanently, semi-permanently, or seasonally flooded area of land with a distinct ecosystem based on hydrology, hydric soils, and vegetation adapted for life in water saturated soils. Wetlands provide numerous benefits to the natural environment including water quality, flood control, wildlife habitat, shoreline stability, and aesthetic values. Since the 1780s, Washington has lost 31 percent of its wetland areas, from 1.35 million acres to 938,000 acres, contributing to loss of flood storage and habitat areas. Wetlands are critical to the overall health of watersheds and property owners are key for protecting, restoring, and managing our state's remaining wetland resources. Modification of land or vegetation and/or encroachment/conversion of these areas is strictly prohibited without prior government approval.”*
- **Lots XX and XX** contain a fish and wildlife conservation area. A note shall be included on the face of the plat for each affected lot indicating: *“This lot contains a fish and wildlife habitat area that is protected by federal, state and local regulations. These areas serve a critical role in sustaining needed habitats and species for the functional integrity of the ecosystem, and which, if altered, may reduce the likelihood that the species will persist over the long term. Property owners are key for protecting, restoring, and managing our state's remaining habitat areas. Modification of land or vegetation and/or encroachment/conversion of these areas is strictly prohibited without prior government approval.”*

#### **STREET TREES**

- **Street Trees.** In order to further implementation of the city’s street tree program, street trees are required to be installed in all plats in accordance with Chapter 11.28 PMC, Street Trees. Proposed subdivisions shall dedicate suitable area for street trees in accordance with city standards for the applicable roadway.
- Street trees shall be provided along the frontage of any public street abutting a new development project. For purpose of this section, a new development project includes any new commercial/industrial/institutional facility or significant upgrades to said facility and/or any new residential project greater than one dwelling unit. Residential projects between two and five dwelling units will be encouraged but not required to install street trees unless determined by the director or director’s designee any one of the following apply:
  - (1) The development is located on a street listed on the arterial street tree plan; or
  - (2) There is an established street tree planting adjacent to the project; or
  - (3) As part of a mitigation plan.

Significant upgrade of facilities shall be defined as in administrative procedures. Street trees shall be located in the public right-of-way or assigned easements and adhere to the design intent, objectives, spacing, location and requirements as detailed herein and the

Vegetation Management Standards Manual. Species selection shall be from the official street tree species list or if applicable, the arterial street tree plan.

- Please provide a landscape plan indicating street trees consistent with the city's requirements as outlined in the Municipal Code (PMC 20.58) and the Vegetation Management Standards (VMS) manual; the VMS contains many of the specific design requirements for permitting and design. The VMS and appendices may be found here: <https://www.cityofpuyallup.org/429/Planning-Services>
- Storm water facilities shall be landscaped in accordance with SLD-02, contained in the VMS.
- All trash containers shall be screened from abutting properties and public rights-of-way by substantial sight-obscuring landscaping. Sight-obscuring fences and walls can be substituted for plant materials
- All portions of a lot not devoted to building, future building, parking, access drives, walks, storage or accessory uses shall be landscaped.

#### **CONDITIONS**

- ✓ Tree risk assessment will be required at time of civil to determine which trees could be save in or around parking area.
- ✓ Additional stormwater analysis will be required at time of building permit or civil permit submission

#### **ON-SITE IDENTIFICATION POSTING**

- ✓ Identification Marker Posting. The subdivider shall, for identification purposes only, cause markers of a type approved by the city to be placed upon each of the road frontage corners of the subject land and maintain them thereon during the period extending from the time of application to the time of final action for the purpose of permitting field checks of the proposed binding site plan.
- ✓ Posting of Other Data and Markers. Where other data or where identification markers are found necessary by any relevant agency to assist it in making its determination, such data and markers shall be placed upon the land and maintained thereon during the period extending from the time of application to the time of final action for the purpose of permitting field checks by the applicable agencies.
- ✓ Consent to Access. The subdivider shall permit free access to the land being subdivided to all agencies considering the binding site plan for the period of time extending from the time of application to the time of final action.

**ENGINEERING – MARK HIGGINSON, 253-841-5559 [MHigginson@ci.puyallup.wa.us](mailto:MHigginson@ci.puyallup.wa.us)**

**APPLICATION ACTION ITEMS – please address the following items, revise the proposal and resubmit application materials:**

#### **Environmental Checklist**

- Page 6, Item 3(a) - the critical area report indicates a total of 6 wetlands on site (vs. the 5 indicated).
- Page 7, Item 2 - Provide additional clarification...the submitted utility exhibit indicates future stormwater facilities will discharge to a regulated wetland and there is a future stormwater facility that eliminates two Category 4 wetlands.

- Page 9, Item c(2) and Item d - More information is needed...discuss anticipated stormwater runoff for any created lots that are currently undeveloped areas. Ref. PMC 19.10.040(4); PMC 19.02.030(10); PMC 19.02.100(2)n, o; 19.12.030(1); 19.12.040(1a). Also, see review comments associated with the Conceptual Stormwater Plan Exhibit and future stormwater discharge(s) to Wetland A discussed below.

### **Title Report**

- Schedule B, Special Exception 6 – FYI...please note that the clarification noted as AFN 8707210280 is associated with a different Concomitant Agreement for a nearby parcel. See Concomitant Agreement AFN 86092904435.

### **Binding Site Plan**

#### Sheet 1 of 15

- There are a number of existing and proposed easements that are shown crossing proposed lot lines. Provide reciprocal easement language on the face of the BSP benefitting each proposed lot as appropriate. Clearly identify ownership and maintenance responsibilities in the reciprocal easement language.
- Provide reciprocal ingress/egress/access rights on the face of the BSP.
- Callout that the Owners, Heirs, Successors, and Assigns (as appropriate) of the lots of the Binding Site Plan shall be bound by the Stormwater Facilities Maintenance Agreement per AFN 201001210587.
- Complete required Code Data
- New lot square footages do not add up to the original...revise accordingly.
- Callout the following for each lot:
  - Total Building Area
  - Height of each building.
  - For empty lots, callout proposed (or max.) building envelope

#### Sheet 2 of 15

- Provide copies of AFN 2487221, AFN 2433908, and AFN 2562573 referenced in the Title Report.

#### Sheet 3 of 15

- Callout Parcel 0419032111 and show associated property line.
- The bearing associated with the gas easement and Revised Lot 4 does not agree with the recorded gas easements and prior Records of Survey, but does appear on a prior BLR. Clarify how/when the bearing was changed and whether it is correct.

#### Sheet 4 of 15

- The bearing associated with the gas easement does not agree with the recorded gas easements and prior Records of Survey, but does appear on a prior BLR. Clarify how/when the bearing was changed and whether it is correct.
- Callout Wetland D.
- Remove the structure outline on Lot 8.
- Verify the south property line dimension for Lot 3.
- Verify the east property line dimension of Parcel 0419034035.

#### Sheet 5 of 15

- Show dedication described in AFN 8907240162.
- Add AFN 2433908 to the Pipeline Easement callout as noted.

#### Sheet 6 of 15

- Identify “W” and “FL” in Legend.
- Callout Wetland D.
- Provide dimensions between property lines and buildings as noted.

#### Sheet 8 of 15

- Provide dimensions between property lines and buildings as noted.

#### Sheet 10 of 15

- Provide dimension between property line and building as noted.

#### Sheet 14 of 15

- Provide dimension between property line and building as noted.

#### Conceptual Storm Drainage Plan

- The exhibit indicates future projects will discharge to a regulated wetland (Wetland A). Prior to BSP approval, the applicant shall provide a hydrologic analysis which ensures the wetland’s hydrologic conditions, hydrophytic vegetation, and substrate characteristics will be maintained in the future developed condition. (Ref. PMC 19.10.040(4); PMC 19.02.030(10); PMC 19.02.100(2)n, o; 19.12.030(1); 19.12.040(1a).

The project applicant shall provide an analysis of the existing wetland considering the following conditions:

- Document the tributary area to the wetland and provide an analysis of surface water elevations and volume using a continuous runoff model up to the 100-year recurrence interval for the pre-developed condition.
  - Determine the limiting size of any future project(s) for each proposed lot tributary to the wetland.
  - Provide a hydroperiod analysis, using the WWHM “High Groundwater/Wetland” Element for the wetland in accordance with the DOE Manual, MR8 and Appendix I-D assuming future buildout limitations/conditions.
  - The future project size limitation for each proposed lot tributary to the wetland shall be noted on the BSP.
  - Potential overflow routes from the wetland shall be analyzed, using the fully developed contributing basin and any potential downstream adverse impacts (onsite and offsite) shall be identified, and associated mitigation measures shall be proposed as appropriate.
- Callout Parcel 0419032111 and show associated property line.
  - Indicate Wetland D on the exhibit.



The following are conditions of approval. All future civil and/or building permit submittals shall comply with the following conditions.

**GENERAL:**

- Engineered plans must follow the latest regulations and standards set forth in the Puyallup Municipal Code (PMC), the City Standards for Public Works Engineering and Construction (design standards), and the current City adopted stormwater manual at the time of the development permit application [PMC 21.10.040].

The comments provided below are intended to assist the applicant with incorporating City requirements into future project design documents, but should not be considered an exhaustive list of all necessary provisions from the PMC, design standards, or the Ecology stormwater manual.

- Comments regarding design and construction of new utilities and road improvements are provided for the applicant's information and use. Unless specifically noted, construction of these infrastructure improvements is not a condition of Binding Site Plan approval. However, infrastructure improvements must be approved and permitted prior to issuance of the first building permit associated with the Binding Site Plan. [RCW 58.17.120 and 19.10.040]

**WATER:**

- The operation and maintenance of any existing or proposed water system located on private property shall be the responsibility of the Binding Site Plan ownership unless otherwise specifically agreed to by the City of Puyallup.
- The domestic service line and fire system service line shall have separate, independent connections to the supply main. [PMC 14.02 & CS 302.3(4)]
- The water system shall be upgraded as necessary to provide sufficient flows for any proposed fire system. The minimum water pipe size shall be 8-inch diameter for dead-end mains and 6-inch diameter for circulating mains. [PMC 16.08.040, 14.20.010 & CS 301.2]
- Any portion of a City maintained water system extension located outside City right-of-way must be centered in a minimum 40-foot wide easement granted to the City for maintenance purposes. [PMC 14.02.120(f) & CS 301.1(11)]
- Water pipe and service connections shall be a minimum of 10-feet away from building foundations and/or roof lines.
- A water system development charge (SDC) will be assessed based on the number of plumbing fixture units as defined in the Uniform Plumbing Code and the Puyallup Municipal Code (PMC). [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]

**SANITARY SEWER:**

- City maintained sanitary sewer mains shall be 8-inch minimum and located 5-feet east or north of roadway centerlines. In accordance with PMC 14.20.020, sewer main extensions shall be carried across the full width of the property being served except in those cases where, in the opinion of the city engineer, the utility involved can never, under any circumstances, be extended beyond the property being served. [PMC 14.20 and PMC 17.42]

- Any portion of a City maintained sewer system extension located outside City right-of-way must be centered in a 40-foot wide easement granted to the City for maintenance purposes. [PMC 17.42 & CS 401(14)]
- Side sewers shall have a cleanout at the property line, at the building, and every 100 feet between the two points. If the proposed side sewer is greater than 6-inches, a sanitary sewer manhole shall be provided at the property line. [PMC 14.08.120 & CS 401(7)]
- Sewer main pipe and service connections shall be a minimum of 10-feet away from building foundations and/or roof lines.
- Grease Interceptors are required for all commercial facilities involved in food preparation. If food preparation facilities are proposed in the future, 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 a trash enclosure will require the enclosure pad to be elevated to prevent stormwater run-on. If a sewer area drain is proposed for any trash enclosure, then the entire enclosure shall be covered to prevent stormwater run-on and inflow into the sewer system.
- 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 and the PMC.
- Sewer 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 14.10.010, 14.10.030]

#### **STORMWATER/ EROSION CONTROL:**

- Stormwater design shall be in accordance with the stormwater regulations adopted by the City and in effect at the time of any proposed development. Current regulations require the use of the 2012 Stormwater Management Manual for Western Washington as amended in the December, 2014 (The 2014 SWMMWW aka “Ecology Manual”).
- **Public right-of-way runoff** shall be detained and treated independently from proposed private stormwater facilities. This shall be accomplished by enlarging the private facilities to account for bypass runoff; providing separate publicly maintained storm facilities within a tract or dedicated right-of-way; or, other methods as approved by the City Engineer. [PMC 21.10.190(3)]
- 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.
- **Preliminary feasibility/infeasibility testing for infiltration facilities/BMPs** shall be in accordance with the site analysis requirements of the Ecology Manual, Volume I, Chapter 3, specifically:
  - **Groundwater evaluation**, either instantaneous (MR1-5), or continuous monitoring (MR1-9), during the wet weather months (**December 21 through April 1**).
  - **Hydraulic conductivity testing:**
    - i. If the development meets the threshold to require implementation of Minimum Requirement #7 (flow control); **or**, if the site soils are consolidated; **or**, if the property is encumbered by a critical area, then

Small Scale Pilot Infiltration Testing (PIT) during the wet weather months **(December 21 through April 1)** is required.

- ii. If the development does not meet the threshold to require implementation of Minimum Requirement #7; or, 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 III Section 3.3.8.

- If infiltration facilities/BMPs are anticipated, the number of infiltration tests shall be based on the area contributing to the proposed facility/BMP, e.g., one test for every 5,000 sq. ft of permeable pavement, or one test for each bioretention cell.
- The proposed project is part of a larger, common plan of development, and includes the use of existing stormwater facilities. The Technical Information Report (TIR) or Stormwater Site Plan (SSP), shall provide supporting documentation and engineering calculations which substantiate the affect of any proposed project on the original design assumptions of the existing stormwater facilities. [\[PMC 21.10.060\]](#)
- At the time of civil permit application, the applicant is responsible for submitting a **permanent** storm water management plan which meets the design requirements provided by PMC Section 21.10. [\[PMC 21.10.190, 21.10.060\]](#)
  - 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)
- 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, Volume III, Chapter 3.
- 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. [\[PMC 21.10 & DOE Manual, Vol. V, Pg 10-39 and Pg 10-9\]](#)
- If the proposed project discharges to an adjacent wetland, the applicant shall provide a hydrologic analysis which ensures the wetland’s hydrologic conditions, hydrophytic vegetation, and substrate characteristics are maintained. See Ecology Manual Volume I, Minimum Requirement 8.
- Water quality treatment of stormwater shall be in accordance with the Ecology Manual, Volume 1, Minimum Requirement 6; and Volume 5, Runoff Treatment.
- At the time of civil permit application, all pipe reaches shall be summarized in a Conveyance Table containing the following minimum information and included in the TIR:

Pipe Reach Name	Design Flow (cfs)
Structure Tributary Area	Pipe-Full Flow (cfs)
Pipe Diameter (in)	Water Depth at Design Flow (in)

Pipe Length (ft)  
Pipe Slope (%)  
Manning's Coefficient (n)

Critical Depth (in)  
Velocity at Design Flow (fps)  
Velocity at Pipe-Full Flow (fps)  
Percent full at Design Flow (%)  
HGL for each Pipe Reach (elev)

- All storm drains shall be signed as follows:
  - a) Publicly maintained stormwater catch basins shall be signed using glue-down markers supplied by the City and installed by the project proponent.
  - b) Privately maintained stormwater catch basins shall be signed with pre-cut 90ml torch down heavy-duty, intersection-grade preformed thermoplastic pavement marking material. It shall read either "Only Rain Down the Drain" or "No Dumping, Drains to Stream". Alternatively, the glue-down markers may be purchased from the City for a nominal fee.
- 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 notice, may perform necessary maintenance at the owner's expense.
- A Stormwater Systems Development fee will be assessed for each new equivalent service unit (ESU) in accordance with PMC Chapter 14.26. Each ESU is equal to 2,800 square feet of 'hard' surface.
- Stormwater Systems Development fees are due at the time of site development permit issuance or, in the case where no site development permit is required, at the time of building permit issuance for the individual lot(s); and the fees do not vest until the time of site development permit issuance, or at the time of building permit issuance in the case where a site development permit is not required.
- 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 link below may be used to obtain information to apply for this permit:

[Construction Stormwater General Permit](#)

**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, telcom, 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.
- Upon civil permit application, the following items shall be provided:
  - Road plans shall include a plan and profile view of the roadway indicating both the centerline and flow line elevations. [\[PMC 17.42 & CS 2.2\]](#)
  - A separate street lighting and channelization plan shall be provided in accordance with City Standards.

- Commercial and Multi-family projects shall provide an autoturn 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.
  - Wheel chair 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 geotechnical report conforming to all requirements PMC Sections 21.14.150 and 21.14.160 will be required prior to issuance of the first site development permit. The Report shall be prepared by a Civil Engineer or Engineering Geologist licensed in the State of Washington. Prior to final acceptance of this project, the author of the Report shall provide certification to the City of the following:
  - The project was constructed in accordance with the recommendations contained in the report.
  - Any building lot within the site is suitable for building up to a maximum safe bearing load expressed in pounds per square foot (psf).
- Cross sections will be required at various points along the property lines extending 30-feet beyond the project limits to assure no impact from storm water damming or runoff. [PMC 17.42 & CS 502.1]
- At the time of civil permit application, the following notes shall be added to the first sheet of the TESCP:
  - “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 leadperson, 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 in accordance with the Project’s NPDES General Stormwater Permit.”
  - “The permanent infiltration system shall not be utilized for TESC runoff. Connect infiltration trench to road system only after construction is complete and site is stabilized and paved.”

- **RCW 19.122 requires all owners of underground facilities to notify pipeline companies of scheduled excavations through the one-number locator service if proposed excavation is within 100 feet. Notification must occur in a window of not less than 2 business days but not more than 10 business days before beginning the excavation. If a transmission pipeline company is notified that excavation work will occur near a pipeline, a representative of the company must consult with the excavator on-site prior to excavation.**

**MISC:**

- 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 drawings will be required for any proposed project prior to issuance of the first building permit. **Included within the civil design package shall be a utility plan overlaid with the proposed landscaping design to ensure that potential conflicts between the two designs have been addressed.**
  - At the time of civil application, submit electronic files in PDF format, through the City's Permit Portal. Contact the Permit staff via email at [PermitCenter@ci.puyallup.wa.us](mailto:PermitCenter@ci.puyallup.wa.us) for the initial project submittal.
- Benchmark and monumentation to City of Puyallup datum (**NAVD 88**) will be required.
- Engineering plans submitted for review and approval shall comply with City Standards Section 1.0 and Section 2.0, particularly:
  - Engineering plans submitted for review and approval shall be based on 24 x 36-inch sheets.
  - 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.
  - 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.
- All applicable City Standard Notes and Standard Details shall be included on the construction plans for any proposed project. A copy of the City Standards can be found on the City's web site under City Engineering, Development Engineering.
- Prior to Acceptance/Occupancy, Record Drawings shall be provided for review and approval by the City. Record Drawings shall be provided as follows:
  - In accordance with City Standards Manual Section 2.3.
  - Electronic version of the record drawings in the following formats:
    1. AutoCAD Map 2007 or newer in State Plane South Projection
    2. PDF

**TRAFFIC – Bryan Roberts (253) 841-5542 [broberts@ci.puyallup.wa.us](mailto:broberts@ci.puyallup.wa.us)**

- Prior to building permit issuance, a 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, 10th 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. The project trips shall be rounded to the nearest tenth.

- 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 (TAIS). Any mitigation identified in the Traffic analysis must be completed prior to building occupancy.
- 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.
- Per Puyallup Municipal Code Section 11.08.130, 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,
- During the Civil review process, this commercial development shall provide an autoturn 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.
- 39<sup>th</sup> Ave SE along the site is designated as a major arterial. City standards (Section 101.10.1(4)) require minimum spacing of 300 feet between driveways measured between closest edges of the driveway (this standard also applies to driveways across the street).
- Eastern access location on the 39<sup>th</sup> Ave SE (STOP controlled) must be restricted to a right-in/right-out.
- Internal access road must meet minimum fire standards
- Add a 1ft no access easement along 39<sup>th</sup> Ave SE. All vehicles must access from existing driveway locations on 39<sup>th</sup> Ave SE.

**FIRE PREVENTION – David Drake (253) 841-4171 [ddrake@ci.puyallup.wa.us](mailto:ddrake@ci.puyallup.wa.us)**

- No Fire related comments

**BUILDING – Ray Cockerham (253)841-5585**

- **Not provided in resubmittal.** Provide site plan with building setbacks clearly noted along with building construction type and fire rating in accordance with building code provision.

Please fully respond in writing to the remaining items that need to be addressed, as outlined above. Please submit electronically to the City's electronic permit submittal webpage at: [https://copuyallup.sharepoint.com/:b:/s/epermits/EcJROM7tA5NGjT3S1ukuKgoBu7cLzHCg\\_Hc9U8hfqk6P-g?e=Clfb1u](https://copuyallup.sharepoint.com/:b:/s/epermits/EcJROM7tA5NGjT3S1ukuKgoBu7cLzHCg_Hc9U8hfqk6P-g?e=Clfb1u). This is a specific link to your project's electronic submittal folder. You will find additional redlined documents in your submittal folder that contain additional City comments for your review. If you have questions regarding the requests, comments or conditions outlined above, please contact the appropriate staff member directly using the phone number and/or email provided.

Sincerely,



Rachael Brown

Assistant Planner  
253.770.3363