



CITY OF PUYALLUP

Development & Permitting Services

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April 12, 2021

Abbey Road Group
ATTN: Gil Hulsmann

Sent Via Email: Gil.Hulsmann@AbbeyRoadGroup.com

DEVELOPMENT REVIEW TEAM (DRT) LETTER	
PERMIT #	P-21-0025
PROJECT NAME	East Town Crossing Short Plat
PERMIT TYPE	SHORT PLAT APPLICATION
PROJECT DESCRIPTION	Three (3) lot short plat proposal for the subject site
SITE ADDRESS AND PARCEL #	2902 E PIONEER
ASSOCIATED LAND USE PERMIT(S)	
APPLICATION DATE	March 17, 2021
APPLICATION COMPLETE DATE	
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. To resubmit, please contact your case planner and/or PermitCenter@puyallupWA.gov.
APPROVAL EXPIRATION	N/A – Active permit application, not approved
CONDITIONS	Active permit application, not approved; 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. 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. 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.

HOW TO USE THIS LETTER

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

The **“Action Items”** 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.

ACTION ITEMS

PLANNING - Chris Beale (253) 841-5418 cbeale@puyallupWA.gov

Action items - please address the following items, revise the proposal and resubmit permit materials.

1. Change signature block to Planning Division; with signatory being Planning Manager.
2. Add P-21-0025 as the short plat #
3. We do not have a critical area report submitted with this application. It is anticipated that a critical area report will accompany the site plan + SEPA review, but off-site stream / wetland buffers to the east / south will need to be shown on the plat document. The plat cannot be approved until critical area review is complete. The project may need to include critical area tracts and/or protective easement areas for buffers and critical areas.
4. The project is in floodplain and will need FEMA Habitat assessment review and approval, concurrent with the site plan review.
5. SEPA review for the short plat will be combined with the overall site plan for the site.
6. Correctly identify sheet 5 as 'existing conditions and lot lines'
7. Correct sheet 6; the application is not a Binding Site Plan.
8. Sheet 6 - the feature identified as a "drainage swale" is anticipated, based on a previous site visit with the applicant and applicant biologist, to be a regulated stream body.
9. Sheet 7 and 8. How do the proposed lot lines coincide with the zoning for the site? Please show the zoning on this sheet.

ENGINEERING - Mark Higginson (253) 841-5559 mhigginson@puyallupWA.gov

Action items - please address the following items, revise the proposal and resubmit permit materials.

1. Comments regarding design and construction of new utilities and road improvements are provided for the applicant's information and use. Unless specifically noted, design and construction of these infrastructure improvements is not a condition of Short Plat approval. However, infrastructure improvements must be approved and permitted prior to issuance of the first building permit within the Short Plat. [[RCW 58.17.120 and 19.07.080](#)]
2. At the time of Short Plat application, the site is located within a Special Flood Hazard Area Unnumbered A-Zone as determined by the National Flood Insurance Program Community Panel Number 53053C0342E, dated March 7, 2017. However, the applicant has recently submitted a Letter of Map Revision (LOMR) to FEMA requesting approval of a revised floodplain delineation. Please be aware that landuse approval cannot be granted until the flood study is approved by FEMA, or prior to executing a separate written agreement between the applicant and City.

3. If any portion of the project site remains in a regulated floodplain after FEMA’s LOMR determination, development of the property shall adhere to the regulations contained in PMC Chapter 21.07. Specifically:
 - The applicant shall submit a habitat assessment prepared by a qualified professional evaluating the effects and/or indirect effects of the proposed development (during both construction and post-construction) on floodplain functions and documenting that the proposed development will not result in “take” of any species listed as threatened or endangered under the Endangered Species Act (ESA).
 - If it is determined that the proposed project will impact any listed species or their habitat, the applicant shall provide a mitigation plan to achieve equivalent or greater biologic functions as those lost prior to development of the site.
 - Provide compensatory storage, if necessary, in accordance with PMC 21.07.060(1)f.
 - The lowest floor of the structure, including any basement, shall be elevated 1-foot above the BFE and/or floodproofed to 1-foot above the BFE. Please be aware that providing additional freeboard above the BFE can reduce insurance premiums.
 - No occupancy permit shall be issued until such time as a Federal Emergency Management Agency Elevation Certificate is completed based on “Finished Construction” and submitted to the Engineering Services Manager.
 - Plats shall indicate the regulated floodplain boundary, the BFE, and the minimum finished floor elevation(s) on the face of the plat document(s).
4. In accordance with recent revisions to RCW 19.27 and RCW 19.122, any project within 100-ft of a major utility transmission line (hazardous liquid or gas) shall provide notice to the utility operator. Although not a condition of Short Plat approval, the City will require written acknowledgement from the operator/owner of the Northwest Pipeline LLC (Williams Gas Main) that the proposed development project is acceptable as designed.
5. In prior meetings, it was discussed that flows east of the project site and tributary to the south ditch of Pioneer Way were not fully evaluated to determine pipe capacity to convey flows through the future East Town Crossing frontage improvements. In addition, during a recent site visit it was indicated that a regulated stream runs along the east property line discharging to the Pioneer Way ditch. Any proposed conveyance design which conveys flow from a regulated stream must be reviewed and approved by the Washington State Department of Fish and Wildlife (WDFW).

TITLE REPORT

6. Order No. 40249900; TPN 0420264021 - it appears there is an incorrect reference in the legal description to the “southwest corner of Lot 3”. Verify that the legal description should read “southeast”.
7. Order No. 40249906; TPN 0420351026 – There is an incorrect reference to King County in Schedule A, Exception 3. Notify Title Company accordingly.

PRELIMINARY STORMWATER REPORT and EXHIBITS

8. The proposed engineered fill below the permeable pavement section must comply with the Soil Suitability Criteria for treatment...otherwise, permeable pavement is infeasible. Prior to short plat approval, provide acknowledgment from a licensed geotechnical engineer that the proposed import fill can/will meet the treatment criteria as well as the assumed infiltration rate.
9. At time of civil application, the geotechnical engineer shall provide specifications for the engineered fill considering structural stability and hydraulic conductivity with an emphasis on long-term performance.
10. At time of civil application, the geotechnical engineer shall address concerns associated with potential lateral flow leaving the site due to the shallow depth to native soils and associated restrictive layers.
11. At time of construction, engineered fill shall be field tested using Small Scale PIT testing at a frequency specified by the Ecology Manual for both the permeable pavement and bioretention BMPs.

12. The preliminary storm report indicates the use of run-on onto permeable pavement areas. Please be aware that permeable pavement must be used for hard surface areas *where feasible*, unless the project complies with the LID Performance Standard. The preliminary stormwater report provided a number of individual sub-basin model runs, but the project should be modelled holistically to ensure compliance with the LID Performance Standard.
13. Run-on from landscape surfaces shall comply with the Ecology Manual requirements. At time of civil application, the applicant shall provide measures to minimize the potential for clogging and long-term performance concerns associated with run-on from landscape areas.

Section 1.0 Project Overview

14. Please provide additional commentary:
 - number of existing parcels
 - number of proposed parcels due to short plat
 - total site area
 - total area of proposed ROW improvements
 - breakout existing hard surface (pervious and impervious) areas including ROW subbasin
 - breakout existing vegetated surface areas including ROW subbasin
 - proposed hard surface areas including ROW subbasin
 - proposed landscape surface areas including ROW subbasin
15. Clarify paragraph 2 as noted.
16. Discuss existing floodplain and status of flood study. Also include a statement that landuse approval cannot be granted until the flood study is approved by FEMA, or prior to executing a separate written agreement between the applicant and City.
17. At time of civil application, additional commentary will be needed which clarifies tributary basin flows from east of the site being conveyed across the project frontage.
18. Please be aware that “other hard surfaces” must be permeable where feasible. In addition, run-on from landscape surfaces shall comply with the Ecology Manual requirements, and the applicant shall take measures to minimize clogging to ensure the long-term performance of the permeable pavement.
19. Please revise the term “raingardens” to “bioretention”. Raingardens are not allowed for projects triggering Minimum Requirements 1 thru 9.

Section 2.0 Conditions and Requirements Summary

20. Please include and complete the stormwater flowchart, Figure 3.1, contained in Ecology’s Phase II Municipal Stormwater Permit, Appendix I.
21. Section MR6:
 - The proposed imported fill below the permeable pavement section must comply with the Soil Suitability Criteria for treatment...otherwise, permeable pavement is infeasible. Provide documentation from a licensed geotechnical engineer that the proposed import fill can/will meet the treatment criteria as well as the assumed infiltration rate.
 - At time of civil application, additional clarification will be required for the proposed WQ requirements and mitigation of the ROW areas.
22. Section MR7:
 - Provide commentary regarding flow control facilities for the project site (bioretention and permeable pavement) as well as the ROW areas.
23. Section MR8:
 - Are there wetlands onsite? Downstream? If so, how is MR8 being met?

Section 3.0 Offsite Analysis

24. According to Planning, there is an existing perennial stream that flows along the east boundary of the site. How is this stream being managed with the proposed improvements? If it is a regulated stream, then WDFW will have to weigh-in on conveyance criteria within the ROW. Please clarify.
25. At time of civil application, additional commentary will be needed which clarifies tributary basin flows from east of the site being conveyed across the project frontage.

Section 4.0 Permanent Stormwater Control Plan

26. The City requires a preliminary storm design that justifies the proposed storm design is feasible. No geotechnical information has been provided that would indicate wet-season groundwater elevations, hydraulic conductivity of the engineered fill, or the potential for the engineered fill to provide water quality treatment.
 - Provide preliminary geotechnical information which justifies the proposed infiltration rates. For BMPs placed on fill, provide geotechnical engineer's recommendation for preliminary infiltration rate and justification of correction factors used (See Vol. III, Table 3.4.1 and Table 3.4.2). Consideration must be given to the fact that the fill may/will be saturated during the wet-season once the site is constructed.
 - Please note that the Ecology Manual recommends Small-scale PIT testing at each bioretention facility location and every 5,000sf of permeable pavement.
 - Hydraulic conductivity verification testing of the fill material will be necessary at time of construction.

Appendix A

27. Provide an exhibit which indicates the location and size of individual subbasin areas.
28. Provide an exhibit which indicate the location and area of proposed storm facilities in relation to the proposed site plan.

Appendix B

29. Provide a screen shot of the bioretention input screens to ensure the correct safety factor is being applied to the bioretention soil media infiltration rate.
30. There are a number of output error messages associated with the Building A Bioretention facility. Please address the error messages accordingly.
31. Building F exceeds 10,000sf of hard surface tributary area. A minimum of 3-ft of separation to the restrictive layer is required. Revise accordingly.
32. Building G/H exceeds 10,000sf of hard surface tributary area. A minimum of 3-ft of separation to the restrictive layer is required. Revise accordingly.
33. Provide justification for the permeable pavement void space of 0.5 used in the calculations. The Ecology Manual suggests a void space value of 16%-35% for porous concrete and 40% for Type 26 material.

SEWER:

34. During the preapplication process, the applicant agreed to provide a sewer stub and public easement for a future sewer connection serving the parcels east of the project site. Please indicate the proposed easement on the short plat document and note that the easement shall be dedicated to the City upon future connection of the adjacent parcels. Minimum easement width shall be 40-foot wide in accordance with City Standards. (See Sheet 4 of 8 comments below) [PMC 17.42 & CS 401(14)]

ITEMS SPECIFIC TO THE SHORT PLAT DOCUMENT:

Sheet 1 of 8

35. Use City Standard Short Plat Template.
36. Add Short Plat Application Number to the sheet, P-21-0025.
37. Revise notary language as noted.

38. Complete the phone number as indicated.

Sheet 2 of 8

39. Add Short Plat Application Number to the sheet, P-21-0025.
40. Revise Sheet Title as noted.
41. TPN 0420264021 - it appears there is an incorrect reference in the legal description...confirm.
42. TPN 0420264053:
 - Clarify-Provided survey references indicate the East Line of the West Half is 670.48 from Brassie. Shouldn't legal description be corrected to reflect the correct line?
 - There is a portion of the legal description missing.
43. TPN 0420264054 - Clarify-Provided survey references indicate the East Line of the West Half is 670.48 from Brassie. Shouldn't legal description be corrected to reflect the correct line?
44. TPN 0420351066 - Clarify-Provided survey references indicate the East Line of the West Half is 670.48 from Brassie. Shouldn't legal description be corrected to reflect the correct line?

Sheet 3 of 8

45. Add Short Plat Application Number to the sheet, P-21-0025.
46. Provide an appropriate Sheet Label as noted.
47. Clarify callout near Item 13, TPN 0420264053.
48. Correct readability issues as noted.
49. Correct reference to King County and notify Title Company accordingly.

Sheet 4 of 8

50. Add Short Plat Application Number to the sheet, P-21-0025.
51. Provide an appropriate Sheet Label as noted.
52. Please relocate City required notes to Sheet 1 or Sheet 2.
53. The following notes shall be added to the short plat document:
 - "No Building Permits will be issued for Lot 1 through Lot 3 until City approved utility and road improvements are approved and permitted to include curb, gutter, sidewalk, roadway base, pavement, water, sanitary sewer, storm infrastructure and street lighting."
 - "Certificate of Occupancy for Lot 1 through Lot 3 will not be approved until such time as the required utility and road improvements are constructed and accepted by the City."
 - "A preliminary Storm Drainage Plan is on file for this short plat. No Building Permits will be issued for any lots in this short plat until all necessary storm drainage improvements are approved and permitted by Development Services Engineering."
 - "NOTICE: This short plat contains a private storm drainage system. Private storm drainage systems are the sole responsibility of the owners, successors, and assignees for all lots being served by the private storm drainage system. Responsibility includes, but is not limited to, constructing, maintaining, and allowing City inspection of the private storm system in accordance with a separately recorded stormwater management facilities agreement recorded with Pierce County. Ref. AFN _____"
 - "No permanent structures(s) shall be erected within any easement area(s) granted to the City of Puyallup. Permanent structure(s) shall mean any concrete foundation, concrete slab, wall, rockery, pond, stream, building, deck, overhanging structure, fill material, tree, recreational sport court, carport, shed, private utility, fence, or other site improvement that restricts or unreasonably interferes with the need to access or construct utilities in said easements(s). Permanent structure(s) shall not mean improvements such as flowers, ground cover and shrubs less than 3-feet in height, lawn grass, asphalt paving, gravel, or other similar site improvements that do not prevent the access of men, material, and machinery across, along, and within the said easement area. Land restoration

within the said easement area due to construction, shall mean planting grass seed or grass sod, asphalt paving, or gravel unless otherwise determined by the City of Puyallup.”

- “Prior to occupancy approval of the 1st building associated with this short plat, a covenant between the property owner and City granting the future sewer easement right to the City must be executed and recorded with Pierce County.”

54. The following Floodplain notes shall be added to the short plat document:

- “This site is within a Special Flood Hazard Area Unnumbered A-Zone as determined by the National Flood Insurance Program Community Panel Number 53053C0342E, dated March 7, 2017. The applicant has recently submitted a LOMR application to FEMA requesting a floodplain map revision. Until such time that the LOMR application is processed and finalized by FEMA, the City cannot approve any construction permit application without prior written agreement between the applicant and City.”
- “Any structures built within the regulated floodplain shall comply with current City floodplain regulations at the time of construction.”
- “Prior to final building inspection and approval, a FEMA Elevation Certificate must be submitted to the City of Puyallup verifying that any structure built within the regulated floodplain has been constructed and elevated and/or floodproofed in accordance with the City’s Floodplain Management Regulations. The Elevation Certificate must be approved by the City prior to granting a Certificate of Occupancy.”

55. The survey information is also shown on Sheet 5. Please confirm whether this information is necessary on Sheet 4.

Sheet 5 of 8

- 56. Add Short Plat Application Number to the sheet, P-21-0025.
- 57. Provide an appropriate Sheet Label as noted.
- 58. Please verify bearings as noted...does not appear to agree with the deed.
- 59. Verify Section callout as noted.

Sheet 6 of 8

- 60. Add Short Plat Application Number to the sheet, P-21-0025.
- 61. Revise “Binding Site Plan” to an appropriate Sheet Label callout.
- 62. Identify contours in accordance with the application requirements, Item m.
- 63. Correct readability as noted.

Sheet 7 of 8

- 64. Add Short Plat Application Number to the sheet, P-21-0025.
- 65. Callout the future 40-ft sewer easement between Shaw Road and East property line.
- 66. Verify Lot 2 dimension (15.24) as noted.
- 67. Clearly indicate ROW dedication or easement for the traffic signal equipment.

Sheet 8 of 8

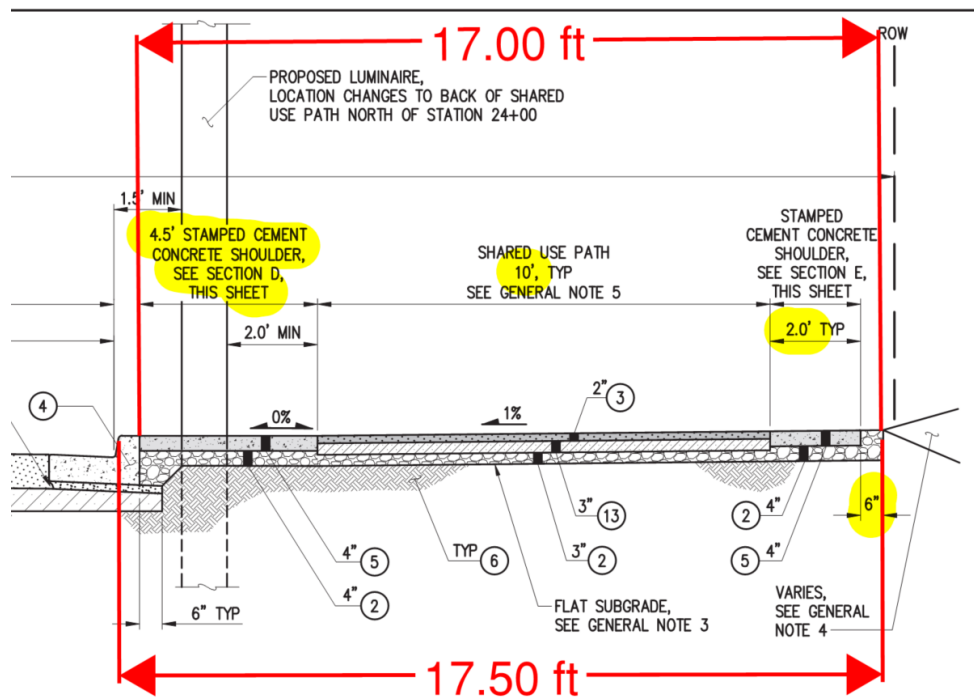
- 68. Add Short Plat Application Number to the sheet, P-21-0025.
- 69. Callout the future 40-ft sewer easement between Shaw Road and East property line.

Action items - please address the following items, revise the proposal and resubmit permit materials.

- 70. Provide language on the face of the short plat document (for lots 1-3) that allows the City to restrict outbound left turns from the proposed E Pioneer access in the future. At the City's full discretion, this access restriction can be required at a future date:
 - a. "At the discretion of the City, the City may restrict outbound left turns from the E Pioneer access in the future. At the request of the City, the Owners, Heirs, Successors and Assigns agree to renovate and/or improve the driveway access in accordance with the City of Puyallup Municipal Code and Engineering Standards."
 - b. See note #6 on sheet 4 of 8.
- 71. Please describe/show details of required access easements between parcels.

Sheet 7 of 8

- 72. To maintain the curb alignment through intersection (Face of curb: 34ft from centerline), The City estimates ~52.5ft of ROW dedication is necessary along E Pioneer to construct frontage (0.5ft curb, 10ft planter, 8ft sidewalk). Please provide more information on why 56ft of ROW dedication is necessary along E Pioneer frontage.
- 73. Show ROW dedication/easement for existing traffic signal along Shaw Rd frontage.
- 74. Confirm proposed ROW dedication along Shaw Rd will accommodate shared use path dimensions (17.5ft from face of curb). See exhibit below:



No actions requiring a resubmittal under this permit application at this time; conditions are shown below. Conditions may affect final plan submittal documents, please review and contact staff if you have questions.

BUILDING – Janelle Montgomery (253) 770-3328 JMontgomery@puyallupwa.gov

No actions requiring a resubmittal under this permit application at this time; conditions are shown below. Conditions may affect final plan submittal documents, please review and contact staff if you have questions.

CONDITIONS

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

PLANNING - Chris Beale (253) 841-5418 cbeale@puyallupWA.gov

1. See notes above that require correction prior to approval with conditions.

ENGINEERING - Mark Higginson (253) 841-5559 mhigginson@puyallupWA.gov

1. **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 civil permit application [PMC 21.10.040].**

The comments provided below are intended to assist the applicant with incorporating City requirements into the 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.

WATER:

2. The Water Dept. has raised concerns that there may be an existing 4-inch water pipe buried onsite associated with Ackerman springs. If the pipe location is known, the pipe shall be plugged and abandoned and/or removed. If the pipe location is not known, a note shall be added to the civil drawings to abandon the line if discovered during construction operations.
3. Any wells on the site must be decommissioned in accordance with Washington State requirements. Documentation of the decommissioning must be provided along with submittal of engineering drawings. If an existing well is to remain, the well protection zone shall be clearly delineated and appropriate backflow protection (Reduced Pressure Backflow Assemblies) shall be installed at all points of connection to the public water system. [PMC 14.02.220(3)(b)]
4. The applicant shall be responsible for the operation and maintenance of the proposed water system located on private property.
5. There is an existing 8-inch private watermain that extends from Pioneer Way southward through the site and connects to the watermain located in Shaw Road. The applicant shall verify that the existing onsite private watermain is adequately sized to provide the necessary flows for both the domestic system and fire protection system. [PMC 14.02.190, 14.20.010 & CS 301.1(1)]
6. 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)]
7. 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. [PMC 14.02.120(f) & CS 301.1(8)]
8. The applicant shall be responsible to provide and install the water meters required to service the site. Domestic service water meters shall be located within the public ROW. [PMC 14.02.120(f) & CS 301.3]
9. Any existing services that are to be abandoned at this site shall be disconnected at the main, the corp. stop removed, and the service plugged to city standards. [PMC 14.02.120(f)]
10. Water pipe and service connections shall be a minimum of 10-feet away from building foundations and/or roof lines.

11. Applicant shall provide backflow protection on the domestic service line(s) with the installation of a double check valve assembly (DCVA) on the domestic connection. The unit should be located outside the building, immediately downstream of the water meter. If an irrigation system is also proposed, a DCVA is required on that line as well. [PMC 14.02.220(3) & CS 302.2]
12. If any of the proposed building uses are included under WAC 246-290-490 Table 9 facilities, then the DCVA shall be upgraded to a reduced pressure backflow assembly (RPBA).
13. Available fire flow at the site is 1,700 gpm @ 20psi for 2 hours. If additional fire flow is required, the applicant shall request a fire flow analysis by the City's consultant. The cost of this analysis is \$400 and is to be paid by the applicant.
14. Fire hydrants and other appurtenances such as DDCVA and PIV shall be placed as directed by the Puyallup Fire Code Official. Fire hydrants shall be placed so that there is a minimum of 50-feet of separation from hydrants to any building walls. [PMC 16.08.080 & CS 301.2, 302.3]
15. The fire sprinkler double detector check valve assemblies (DDCVA) may be located either inside, or outside, of the building.
16. At the time of Civil permit application, the fire 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. [CS 302.3, CS 303]
17. The Fire Department Connection (FDC) shall be located no closer than 10-feet and no further than 15-feet from a fire hydrant. (Note: If the project is utilizing a fire booster pump, the FDC must connect to the sprinkler system on the discharge side of the pump in accordance with NFPA regulations.) A post indicator valve (PIV) shall be provided for the fire sprinkler system in advance of the DDCVA. [CS 302.3]
18. For each residential building, a water system development charge (SDC) will be assessed based on the number of "residential" units in the facility. [PMC 14.02.040, 14.10.030]
19. For each commercial building, including common/administrative facilities associated a residential use (clubhouse), a water system development charge (SDC) will be assessed based on the number of plumbing fixture units as defined in the Uniform Plumbing Code. [PMC 14.02.040]
20. 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]
21. To obtain credit towards System Development Fees for any existing fixture units, 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]

SANITARY SEWER:

22. There is an existing 8-inch sewer stub serving the property that was installed as part of the gravity sewer main extension associated with the Viking Project (E16-0251, PCR 006) and is available for connection of the proposed onsite sewer system. [PMC 14.08.070]
23. A separate and independent side sewer will be required from the onsite sewer main to all building sites for each proposed lot. Side sewers shall be 6-inch minimum diameter with a 0.02 foot per foot slope. [PMC 14.08.110 & CS 401(6)]
24. Side sewers shall have a cleanout at the property line, at the building, and every 100 feet between the two points. Sampling stations shall be provided in accordance with City Standard Detail 04.03.04. [PMC 14.08.120 & CS 401(7)]
25. If the proposed side sewer is greater than 6-inches, a sanitary sewer manhole shall be provided at the property line.
26. Sewer main pipe and service connections shall be a minimum of 10-feet away from building foundations and/or roof lines.
27. Grease Interceptors are required for all commercial facilities involved in food preparation. If food preparation facilities are proposed now, or 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]
28. The construction of a trash enclosure will require the enclosure pad to be elevated to prevent stormwater run-on. If an area drain is proposed for the trash enclosure, then the drain shall be connected to the sewer system and the trash enclosure covered to prevent stormwater run-on and inflow into the area drain.
 29. If underground parking is anticipated, or proposed at a later date, drainage for the underground parking shall be connected to the sanitary sewer system through an oil-water separator. [PMC 14.06.031 & CS 402.2]
 30. The pump dispensing island (Filling Station) shall be designed to isolate collected stormwater from the adjoining parking areas. The pump-island stormwater shall be connected to the sanitary sewer system through a pre-manufactured oil-water separator rated for HS-20 loadings. [PMC 14.06.031 & CS 402.2]
 31. All private oil-water facilities shall be maintained in accordance with Puyallup Municipal Code 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]
 32. For each residential building, a sanitary sewer system development charge (SDC) will be assessed based on the number of "residential" units in the facility. Current SDC's as of this writing are \$5,560.00 for the first residential unit and \$4,170.00 for each additional unit. [PMC 14.10.010, 14.10.030]
 33. For each commercial building, including common/administrative facilities associated a residential use (office, clubhouse, hallways, pool areas, etc.), sanitary sewer system development charge (SDC) will be assessed based on the number of plumbing fixture units as defined in the Uniform Plumbing Code. Current SDC's as of this writing are \$5,560.00 for the first residential unit and \$4,170.00 for each additional unit. [PMC 14.10.010, 14.10.030]
 34. 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:

35. Stormwater design shall be in accordance with the 2012 Stormwater Management Manual for Western Washington as amended in the December, 2014 (The 2014 SWMMWW aka "Ecology Manual").
36. The applicant shall complete the stormwater flowchart, Figure 3.1, contained in Ecology's Phase II Municipal Stormwater Permit, Appendix I. The completed flowchart shall be submitted with the preliminary stormwater site plan and highlight the Minimum Requirements (MR) triggered by the project thresholds. The link below may be used to obtain the flowchart:
[Western Washington PH II Stormwater Permit](#)
37. **NOTE: Areas of disturbance within the public ROW must be included in the project area as part of the stormwater thresholds and calculations.**
38. Each section of the TIR/SSP shall be individually indexed and tabbed with each permit application and every re-submittal prior to review by the City. [PMC 21.10.060]
39. **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)]
40. 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.

41. **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.
42. 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.
43. 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.
44. 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.
45. 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 the proposed project in regards to the design assumptions of the existing stormwater facilities. [PMC 21.10.060]
46. 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)
47. The submitted project documentation indicates that the existing combined detention-wetpool facility serving adjacent properties to the South will be filled in as part of this proposed development. This facility was designed and constructed to past stormwater regulations using a single event model, Santa Barbara Urban Hydrograph (SBUH) for flow control, and a wetpool sized using ½ of the 2-yr release rate for water quality compliance.
- The applicant shall provide supporting documentation substantiating the 2-yr, 10-yr, and 100-yr release rates of the existing detention facility.
 - The upstream basins tributary to the existing detention facility shall be incorporated into the current project's stormwater model in such a way as to ensure no increase in flow (release rate) to the

downstream stormwater system post-project while complying with the requirements of the Ecology Manual for the proposed project.

- The applicant shall provide water quality facilities for the existing upstream basins equal to, or better, than the existing wetpool facility to ensure no degradation of stormwater from the properties to the South.
- Provide a detailed explanation of the analysis in the written technical report, including, but not limited to, assumptions; calculations; discharge rates; stage-storage relationships; recommendations, and any proposed modifications to the existing system.

48. Overflow facilities shall be provided at the low points of the proposed permeable pavement areas to allow safe discharge to the downstream public storm system.
49. The use of permeable pavement(s) will require trench dams where utility pipes cross property lines.
50. 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.
51. 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]
52. The 2-yr, 10-yr, and 100-yr water surface elevation (WSE) shall be shown on the R/D facility cross-section(s).
53. A Stage-Storage Table for the 2-yr, 10-yr, and 100-yr water surface elevations shall be provided on the same civil sheet as the R/D facility cross-section(s).
54. Water quality treatment of stormwater shall be in accordance with the Ecology Manual, Volume 1, Minimum Requirement 6; and Volume 5, Runoff Treatment.
55. 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."
56. Construction of frontage improvements associated with this project will require installation/extension of the stormwater main to accommodate road runoff. The new stormwater main shall be adequately sized to accommodate any upstream basins tributary to main.
57. 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)	Critical Depth (in)
Pipe Slope (%)	Velocity at Design Flow (fps)
Manning's Coefficient (n)	Velocity at Pipe-Full Flow (fps)
	Percent full at Design Flow (%)
	HGL for each Pipe Reach (elev)

58. Due to the widening of Pioneer Avenue and associated flows generated by the project, provide a backwater analysis of the Pioneer Avenue conveyance system considering the tailwater elevation of the

Pioneer Avenue ditch as outlined in City Standards Section 204.3. The analysis shall include any upstream basin flows tributary to the pipe outfall.

59. 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.

60. 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.
61. Erosion control measures for this site will be critical. A comprehensive erosion control plan will be required as part of the civil permit application.
62. 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. The current SDC as of this writing is \$3,360.00 per ESU.
63. Stormwater Systems Development fees are due at the time of site development permit 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.
64. 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:

65. Additional right-of-way dedication is required of this plat along both the Pioneer Way and Shaw Road frontages in order to accommodate the final design. See traffic engineering comments for minimum criteria. [PMC 11.08.120, 11.08.130, 19.12.050(1)]
66. Half-street improvements shall be completed along the entire property frontage and include curb, gutter, sidewalk, roadway base, pavement, street lighting, and drainage. [PMC 11.08.120, 11.08.130, 19.12.050(1)]
67. 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.
68. 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)]
69. 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:

70. A Grading Plan conforming to all requirements of PMC Section 21.14.120 will be required for this project. The Plan shall be prepared by a Civil Engineer licensed in the State of Washington. [PMC 21.14.070]
71. A geotechnical report conforming to all requirements PMC Sections 21.14.150 and 21.14.160 will be required for this project. 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 the project was constructed in accordance with the recommendations contained in the report.
72. 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]
73. It should be noted there are existing drainage ditches along the east boundary of the site. Section 502.5 of the City Standards requires a minimum setback of 5-feet between the top of any fill placement and the top of any bank of any defined drainage channel. The perimeter drainage ditch(es) must remain in service to drain the properties outside of the project site. The ditch should not be altered without review by the affected property owners. If the ditch is a regulated stream, then additional review by the City Planning Dept., COE, and/or WDFW may be necessary.
74. At the time of civil permit application, the following notes shall be added to the first sheet of the TЕСP:
- “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 TЕС runoff. Connect infiltration trench to road system only after construction is complete and site is stabilized and paved.”
75. **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:

76. All proposed improvements shall be designed and constructed to current City Standards. [PMC 14.08.040, 14.08.120, 17.42]

77. 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.
78. Civil engineering drawings will be required for this 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 for the initial project submittal.
79. Civil engineering plan review fee is \$470.00 (plus an additional per hour rate of \$130.00 in excess of 5 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 Estimate form. [City of Puyallup Resolution No. 2098]
80. Benchmark and monumentation to City of Puyallup datum (**NAVD 88**) will be required as a part of this project / plat.
81. 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.
82. 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 City Engineering, Development Engineering.
83. Prior to Acceptance/Occupancy, Record Drawings shall be provided for review and approval by the City. The fee for this review is \$200.00. 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@puyallupWA.gov

1. Additional comments/conditions may be provided once the preliminary site plan has been reviewed by the City.

FIRE PREVENTION – David Drake (253) 864-4171 ddrake@puyallupWA.gov

1. Comply with 2018 IFC and IBC
2. Comply with all city municipal codes and standards

BUILDING – Janelle Montgomery (253) 770-3328 jmontgomery@puyallupwa.gov

1. Comply with all applicable building codes at time of application.

RESUBMITTAL INSTRUCTIONS

Please submit electronic copies of the requested information at your earliest convenience to continue the review process of your application. All permit resubmittals must come in through the City's SharePoint upload folder

system; please use link provided in page 1 of this letter. The electronic submittal must contain the entire permit resubmittal package including all attachments and a response letter fully responding to all the “Action Items”, as outlined above. For questions or if you experience issues with file upload, contact: PermitCenter@puyallupWA.gov.

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

Sincerely,

Chris Beale, AICP
Senior Planner
(253) 841-5418
cbeale@puyallupWA.gov