CITY OF PUYALLUP

Development & Permitting Services
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October 15, 2021

McGranahan architects
Attn: ANDY HARTUNG, AIA
2111 Pacific Avenue, Suite 100
Tacoma, WA 98402

DEVELOPMENT REVIEW TEAM (DRT) LETTER	
PERMIT #	P-21-0049
PROJECT NAME	PIERCE COLLEGE PUYALLUP MASTER PLAN
PERMIT TYPE	Master Plan, SEPA review
PROJECT DESCRIPTION	REVIEW OF COLLEGE MASTER PLAN with SEPA
SITE ADDRESS AND PARCEL #	1601 39TH AVE SE
ASSOCIATED LAND USE PERMIT(S)	~
APPLICATION DATE	May 12, 2021
APPLICATION COMPLETE DATE	August 31, 2021
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 the permit center at 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.

General notes:

- The plan may contain a 20-year build out master site plan but the analysis provided, particularly in regards to traffic impacts, do not at present provide the analysis needed to authorize an approval for a build horizon of 20 years. Staff recommends correcting figures and maps throughout to clarify the build out time frames and label the 10 year build site plan (shown as figure 3.1 short term development plan) as 10-year master site development plan, and clearly label the 20-year future conceptual site development plan as a separate figure.
    - Section 1 should include a narrative that clearly describes the present master plan as related to the 10-year build out only, and that the 20-year conceptual site development plan is to show possible future development in future years, making clear that the authorized master plan is not approving other new improvements on the 20 year conceptual site plan.
- Does the College intend to sunset the 1986 concomitant agreement for this property? DPS staff recommends examining this issue – if the College intends to do so, now would be the appropriate time to propose that to Council along with the master plan update. The master plan provides a similar vehicle to establishing standards that meet the College needs over time; the concom plan now conflicts with code and restricts the master planning to conditions from 35 years ago.
- Please review the audited Comprehensive Plan policies below. There are policies and goals from the South Hill neighborhood plan that need to be better integrated into the Master Planning efforts on the campus over time to align with the city's neighborhood plan.

Chapter 1 comments:

- Section 1.2 should describe the differences with the 10 year approval master site plan and the 20 year long term vision map.
- Section 1.4 should draw a stronger connection to integrating with the city's Comprehensive Plan, in particular the city's South Hill Neighborhood Plan specifically. Please refer to the integrating the master planning efforts with the larger South Hill Neighborhood Plan in the College's commitments in the proposal.

Chapter 2 comments:

- The section 2.4 regarding Comprehensive Plan consistenty needs to integrate all applicable policies, goal, etc from the Comp Plan, particularly the city's South Hill Neighborhood Plan. See below notes regarding audited policies
- The existing condition chapter should integrate an centralize further maps regarding natural resources, utilities, critical areas. See further comments on chapter 8 for critical area layers that should be integrated.

Chapter 3 comments:

- Parking assessment states a deficiency of 386 parking stalls; please qualify this assessment with the data used to determine the shortage. Please also provide a break down of parking stalls required by city code (see PMC 20.55.010 for categories) and currently provided VS future build, providing additional analysis of the commensurate proposed parking stalls associated with the building additions on site. Master plans provide an ability to provide some flexibility on off-street vehicular parking ratios and total supply, but the baseline needs to be established with some analysis.
- Please provide a break down of the parking lot stall count at the new athletic fields and a break down of anticipated use of the athletic fields. The athletic fields parking area needs to be sized to accommodate regular use of the facility with parking on site to minimize off site parking.
- Will the athletic fields be illuminated by field lighting? Additional details will be needed, if so. Study of light spill, glare, illumination, overall pole and lighting height limit, buffering, orientation of the lighting banks in relation to surrounding residential, limits on hours, etc. will need to be discussed.
- Given that the athletic fields are conceptual and long term, does it make sense to move them to the 20 year build out site plan?
- Staff *strongly* recommends the college develop a plan for EV parking areas in the master plan; given the 10 year timeframe and developing market for EVs anticipated through 2031-2032 a plan should be developed so the campus can adapt over the life of the master plan approval horizon.
- Staff recommends calling out bicycle parking areas on the campus master site plan and setting targets for building covered bike parking and/or indoor bike storage spaces now on the master site plan.
- Reconfiguring the main entry drive and transit loop – please provide a figure or conceptual idea of the reconfiguration, its not clear what this means conceptually.
    - Is the campus planning a major re-grade or re-configuration of the 39th Ave entry to allow visibility into the campus?
    - Is this related to the new parking lot off the south of parking lot A and will these improvements occur along with parking lot A?
    - Has Pierce Transit been consulted about the bus routing? The route 4 will be part of the transit agencies near term Bus Rapid Transit planning efforts. This

may substantially impact the plans to relocate and provide transit loop and circulation on site.

Chapter 4 comments:

- Design standards. Please consider providing photos of examples of the type of design elements the campus development should replicate or continue with new proposals. Consider a list of general principles and guidelines that should apply to new structures, in terms of articulation, massing, modulation, etc. Planning staff will have difficulty in administering this section of the master plan if clear standards are not provided that grant unique design allowances that are specific to our design review processes. One way to do this is to compare PMC 20.26.300 and confirm if our code standards are acceptable to apply, or if the college wants flexibility with differing principles/standards under particular areas, perhaps with a review table of sorts.
- Signage. If the College wants specific allowances, please itemize the code sections that apply and if the proposed master plan would contain its own unique standards for signage. See PMC 20.60.058 for comparison purposes. PMC 20.88.020 contemplates a greater level of detail, such as specific design standards and a site location map for any new signs.

Chapter 5 comments:

- The map figures in this chapter need to be revised to show the planned campus mobility and circulation for the 10 year plan horizon only; the 20 year site plan is shown. Given that the 20 year is conceptual and future vision (i.e. will not be an approved plan horizon for this master plan update), the chapter figures need to be amended to be clear.
- The transportation management chapter should include information regarding commute trip reduction for employees and students, management of vehicle trips through strategic efforts to reduce VMT.
- The campus plays an important role in the geography of the city's transportation network, pedestrian transportation network, safe routes to schools (PSD) and access to community park space. Some comments from Planning:
    - The College Way drive should include future plans for dedicated pedestrian facilities with lighting. This connects the neighborhoods to Bradley Lake Park and neighborhoods to the west to the public middle and elementary schools with safe walking and biking routes to school.
    - The major unimproved trail that runs east to west on campus (running along the fenceline of the Benaroya technology campus, running further east to the intersection of Wildwood Park Drive & 31st) is a major pedestrian amenity that should be highlighted on Figure 5.1. A plan to improve and highlight this trail should be included in the overall master plan. This route is shown as a future shared use (paved, 12') pathway from 31st to Bradley Lake Park – see map 12.6 in the South Hill Neighborhood Plan.
    - Trail connections from the neighborhood to the north of the campus should be shown and highlighted as assets to retain and improve connectivity.
    - The College needs to plan to make on street frontage improvements consistent with Traffic feedback and code requirements.

Chapter 6 comments:

- The project is within Central Pierce Fire Service area, please correct.
- Please provide a short narrative regarding impacts to power and natural gas utilities.
- Please provide info regarding solid waste and recycling services.

Chapter 7 comments:

- The map figures in this chapter need to be revised to show the planned storm utilities for the 10 year plan horizon only; the 20 year site plan is shown. Given that the 20 year is conceptual and future vision (i.e. will not be an approved plan horizon for this master plan update), the chapter figures need to be amended to be clear.
- No further comments on this chapter, defer to Engineering review notes on storm water.

Chapter 8 comments:

- Please make clear that the wetland reports will be required to be updated at the time of site development or permitting for any structure or site improvement within 300' of known or suspected wetlands.
- Please add a section to this chapter that will document the forthcoming SEPA analysis for the master plan. Those findings and any conditions from SEPA will need to be included in this Environmental Analysis chapter.
- Please provide a single full sheet showing wetlands. The figure is too small to be useful on the last sheet.
- A figure showing known critical areas throughout the site should be provided with a discussion. Steep slopes, habitat areas, erosion hazards, soils mapped, proximity to wells and wellhead protection zones, flood areas, streams and riparian buffers. These can just be GIS data maps with short descriptions of the critical areas in narrative.

Appendix 9.2 Landscape – comments:

- Parking lot landscaping must comply with the city's Type IV design standards (see included appendix to these notes); this should be referenced now in this chapter and integrated into future parking lot planning efforts. Requirements for large shade trees may impact 6.1 plant palette list. Spacing of islands and dimension requirements will impact parking count anticipated.

Appendix 9.3 Lighting – comments:

- Additional analysis will be needed regarding illumination plans for the athletic fields. Height of fixtures, plans for evening use time limits, type of fixtures, positioning toward residential land uses and photometric planning is needed.

Appendix 9.5 TIA – comments:

- Was the campus open fully and at expected full classroom capacity in November 2020 when the traffic count data was collected? Staff has concerns the numbers are under representative of traffic conditions given the status of the pandemic restrictions that likely affected traffic volumes during the count collection date.

- The analysis date for traffic impacts needs to match the 10 year time period horizon of the master plan approval.
- Defer other comments to Traffic Division review.

Appendix 9.7 wetlands – comments:

- The report is outdated but okay to use as an appendix to the wetlands shown on the master site plan documents for now. Wetland reports will be required to be updated at the time of site development or permitting for any structure or site improvement within 300' of known or suspected wetlands.

20.88.020 Contents of master plan.

(1) A master plan must contain:

(a) A conceptual site plan depicting the approximate location and size of all known and potential future development.

Conceptual site plans are provided in the Master Plan showing the known and planned 10-year campus improvement plan, as well as potential future development on a longer 20-year time horizon.

(b) A proposed phasing plan for development, describing which of the proposed improvements will be included within each phase.

Project phasing is contained within chapter 3 and includes anticipated improvements for the 10-year campus buildout plan.

(c) Proposed development standards, including:

(i) Maximum building heights for various uses;

Heights anticipated are contained in chapter 4; all development is anticipated to be consistent with underlying PF zoning allowances of 50' height-to-setback allowances.

(ii) Minimum building setbacks;

Building setbacks appear on the site plan for the 10-year campus build out site plan; all development will be interior to the site's 100' landscape buffer area. Setbacks and space between buildings are described in section 4.6.

(iii) Areas of landscaping buffers;

Landscape yards appear on the site plan for the 10-year campus build out site plan; all development will be interior to the site's 100' landscape buffer area.

(iv) Estimated building square footage;

Table 4.2, Chapter 5 shows the 10-year campus build out square footages

(v) Overall maximum lot coverage;

Chapter 4, tables 4.1 and 4.2 provide lot coverage percentages.

(vi) Open/green spaces, location and proposed activities;

The chapters show open spaces/green space areas and generally demonstrates the outdoor open spaces on the site plans submitted and figures.

(vii) Vehicular and pedestrian access points and throughways;

Figure 5.1 demonstrates the access points and circulation points and anticipated patterns.

(viii) Parking – number of stalls, type (surface or garage), location;

Parking is shown in Chapter 3, but additional analysis is needed to determine adequacy of parking provided.

(ix) Lighting standards to limit impact to off-site areas;

Appendix 9.3 is included as a lighting plan. Additional analysis will be needed regarding illumination plans for the athletic fields.

(x) An overall signage plan and design standards to be applied within the master plan area. Signs shall be of a consistent design and sized and located to minimize potentially adverse aesthetic and lighting impacts on adjacent areas.

Signage standards are shown in chapter 4. See notes above.

(d) A transportation management program in which a performance standard is designated and features to attain this standard are established. Program features may include special site design features; annual promotion events; contracted parking enforcement; shuttle services for employees, etc.

This is contained in Chapter 5; see notes above.

(2) A master plan application must include necessary environmental analysis to allow for a determination of its potential environmental impacts and mitigation measures.

This is contained in Chapter 8; see notes above.

20.88.030 Approval criteria.

(1) The city council may approve or approve with modifications a master plan if:

(a) The proposed plan is consistent with the goals and policies of the comprehensive plan; and

(b) The proposed development (including signage) is appropriate in design, character and appearance with the existing or intended character and quality of development in the immediate vicinity and with the physical characteristics of the subject property; and

(c) The location, configuration, design and detailing of major structures and landscaping convey an image of its semi-public use and will serve as prominent landmarks in the city; and

(d) The structures and site development, including landscaping, vehicular and pedestrian circulation, public plazas and sitting areas, functionally relate with the site and connect to adjacent areas; and

(e) The primary vehicular and pedestrian entrances are located and designed to delineate the complex as a major institution; and

(f) The plan provides for adequate parking and circulation as to not adversely impact adjacent areas.

(2) The city council may impose conditions on the master plan to ensure the standards and intent of this code and the comprehensive plan are met and to mitigate potential adverse impacts.

COMP PLAN POLICIES:

The following Comp Plan policies are audited that would apply to PMC 20.88.030 (1)(A); please provide analysis of consistency in response. Of particular highlight are the sections of the South Hill Neighborhood Plan.

Staff identified additional efforts in the Master Plan around the following areas:

- *Planning commitments to identifying habitats on site and ways to set aside native vegetated areas with easements or protective covenants. This can be a policy or future planning action in the Master Plan for the College and city to work on jointly.*
- *Cooperative work with Pierce Transit on Bus Rapid Transit planning for the transit relocation on campus.*
- *Greater emphasis on green infrastructure and low impact development in the Master Plan.*
- *Discussion on circulation patterns to outer areas of campus consistent with SH 9.5 policy framework. Also see comments above regarding pedestrian circulation.*
- *Public art and distinctive place making efforts in landscaping and plaza spaces should receive a greater emphasis and acknowledgement in the Master Plan. (SH 9.7)*
- *Planning emphasis on a shared use path through the east-west Bradley connector shared use pathway and a plan for connectivity on the Williams Pipeline corridor with non-motorized pathways. See map figures 12.4 and 12.6 in SHNP and figure 14 in the Active Transportation Plan.*
- *Further planning and improvements on Wildwood Park Drive frontage improvements (see map figure 12.5 in SHNP)*

Natural Environment:

NE-2 Lead and support efforts to protect and improve the natural environment, protect and preserve environmentally critical areas, minimize pollution, and reduce waste of energy and materials.

NE - 2.5 Cooperate with other local governments, state, federal and non-profit agencies, to protect and enhance the environment to foster sustainability. Encourage local stewardship efforts through citizen based initiatives to care for and restore the natural environment.

NE-3 Protect, integrate and restore critical areas and their aesthetic and functional qualities through conservation, enhancement and stewardship of the natural environment.

NE-4 Preserve and enhance the natural scenic qualities, ecological function and value, and the structural integrity of hillsides to protect life, property and improvements from landslide, erosion and volcanic hazards.

NE-5 Preserve and protect aquifer recharge and well-head protection zones from hazardous substances and land uses which could denigrate ground water quality.

NE - 5.3 Where appropriate, prohibit the infiltration of runoff from pollution generating surfaces when such infiltration could pose a threat to water quality.

NE - 5.4 Prohibit discharge of wastewater, potentially contaminated stormwater and reclaimed and greywater from infiltrating in the critical aquifer recharge area in order to preserve the quality of drinking water.

NE - 5.5 Encourage retention of open spaces, tree protection areas, and other areas of protected native vegetation with a high potential for groundwater recharge.

NE - 5.6 Utilize low impact development techniques – such as pervious surfacing materials and rain gardens – to mimic natural processes of stormwater infiltration.

NE-7 Identify and protect wetland resources and ensure "no net loss" of wetland function, value and area within the city. Engage citizens in the restoration, protection and stewardship of wetland resources throughout the city.

NE - 7.1 Preserve wetlands to achieve no net loss of wetlands function and value by using size and value of the wetlands to determine the amount of development allowed, if any. Seek to maintain wetlands acreage over the long term.

NE-8 Protect, improve and enhance the quality of all aquatic resources city-wide through best management practices, with a distinct emphasis on mimicking natural processes and use of low impact development techniques.

NE-9 Identify and protect fish and wildlife areas within the city by engaging citizens in restoration, protection and stewardship of those habitats throughout the city.

NE - 9.1 Maintain a rich ecosystem supporting a variety of wildlife, as well as opportunities for education and appreciation of native habitats.

NE - 9.8 Pursue opportunities to preserve high quality habitat areas especially those which extend and connect to Native Growth Protection Areas.

NE-11 Protect clean air and the climate for present and future generations through reduction of greenhouse gas emissions, and promotion of efficient and effective solutions for transportation, clean industries, and development.

NE-13 Identify sources of light pollution impacts, take actions to protect the community from harmful and unnecessary sources of glare and illumination, and enhance the ability to enjoy dark night sky in the urban environment.

LU - 32 Ensure that publicly-owned lands and facilities are properly designated and zoned to inform the public of their potential use and facilitate necessary government services.

LU - 32.1 Encourage and facilitate Master Plans for Pierce College and Washington State University Research and Extension Center to guide long-term land uses and provide opportunity for input from and establish measures of protection for the surrounding residential neighborhoods.

CC - 2 Puyallup's built environment is characterized by high-quality urban design that accommodates a mix of compatible residential, commercial and light industrial uses.

CC - 2.2 Encourage building design that creates distinctive places in the community.

CC - 3 Natural land forms, vegetation, and scenic areas that contribute to the City's identity and visually define the community, its neighborhoods and districts are preserved.

CC - 3.1 Encourage development to consolidate on-site landscape areas to be large enough to balance the scale of development.

CC - 3.2 To the greatest extent feasible, preserve significant trees and mature vegetation.

CC - 3.3 Prohibit use of invasive species in required landscaping, and encourage use of native plant species whenever possible.

CC - 3.4 Maximize canopy coverage throughout the City to create comfortable pedestrian environments, provide stormwater benefits and mitigate microclimate impacts.

CC - 6 Create a built environment that promotes public gathering in a variety of forms and locations throughout the community while taking advantage of the surrounding natural features.

CC - 6.1 Encourage and develop places and events throughout the community where people can gather and interact.

CC - 7 Historic properties, which are significant because of architectural appearance or associated with historic figures or events, are preserved.

CC - 7.8 Work cooperatively with other jurisdictions, agencies, organizations and property owners, specifically including local Tribal entities and the Department of Archeology and Historic Preservation, to identify and preserve historic resources.

T- 1.1 Promote cooperative inter-agency and inter-jurisdictional transportation planning.

b. Cooperate with transit providers, including Pierce Transit and Sound Transit, to encourage provision of facilities and services which make multi-modal travel more convenient.

T- 3.2 Develop a transportation system that achieves the following levels of service metrics:

Vehicular LOS Maintain standards that promote growth where appropriate while preserving and maintaining the existing transportation system. Set LOS D as the standard for PM peak hour intersection performance, with the exception of the Meridian, Shaw Road, and 9th Street SW corridors, where LOS E operations will be considered acceptable during PM period in recognition of the need to balance driver experience with other considerations, such as cost, right of way, and other modes.

Pedestrian LOS Provision of sidewalks, trails, and/or separated paths will be prioritized within pedestrian priority areas, as defined in Puyallup Moves.

Bicycle LOS Provision of bike lanes, separated paths, protected facilities, and bicycle boulevards, as defined in Puyallup Moves.

Transit LOS Partner with Pierce Transit, Sound Transit, and other transit operators to provide transit stop amenities and safe access to transit at major transit stops and park and ride facilities.

T- 3.3 Improve the transportation system concurrently with increasing demands due to growth.

a. Track transportation concurrency to ensure that infrastructure can accommodate growth and maintain level of service standards.

b. Require developers to perform a transportation impact analysis, at the discretion of the City Engineer, to demonstrate the effect of significant additional travel demand from their projects on the transportation network. In the event the analysis shows that the project would impact the level of service in the affected area, new development is responsible for improvements to the transportation system. If the existing vehicle level of service is below the standard, the developer shall mitigate impacts to the pre-developed level of service condition plus an allowable increase in delay of up to 15%.

T - 4 Build an interconnected transit, walking, and bicycling network.

T- 4.3 Develop a comprehensive active transportation circulation plan and implementation program to enhance community access and promote healthy lifestyles.

a. Identify future facilities for an interconnected walking and bicycling network, specify the appropriate treatments, and prioritize projects based on benefits and costs to provide safe travel for pedestrians and bicyclists. Consider shared use facilities for pedestrians and bicyclists when feasible.

T- 4.4 Increase pedestrian safety, emphasize connectivity, and reduce operations and maintenance costs through developing walkways.

a. Prioritize pedestrian facilities in the vicinity of schools, retail districts, community centers, health care facilities, parks, transit stops and stations, and other pedestrian generators.

c. Require sidewalk improvements at the time of development. Implement a similar policy requirement that right-of-way and pavement for future bikeway improvements also be acquired at the time of development.

T - 5 Create a roadway network that efficiently and safely moves people and goods.

U - 1 **Coordinate and cooperate with state, federal, and local jurisdictions, private water purveyors, privately-owned utilities purveyors, private industry, business and citizens in the planning and development of public utilities facilities in a manner that supports the planned growth of the community.**

U - 2 **Ensure that adequate water quantity and quality provided by either City or private water purveyors is available to all existing and future customers in the City and Urban Growth Area in a manner that supports the planned growth and development of the community.**

U - 3 **Promote long term protection of critical groundwater resources.**

U - 4 **Maximize sanitary sewer service within the sewer service area to promote economic development and improved water quality.**

U - 5 **Control the quantity and quality of stormwater produced by new development and redevelopment such that they comply with water quality standards and contribute to the protection of beneficial uses of the receiving waters.**

SH-6 **The South Hill land use pattern and intensity encourages residents to walk, bicycle, and actively engage in their community, and a growing number of people live and work in the neighborhood as land uses intensify and diversify.**

SH-9 **An urban form has been established that encourages pedestrian activity and transit use by increasing connectivity within the street and pedestrian networks, integrating amenities such as street trees, public spaces, etc., minimizing conflicts between cars and people, and strengthening the relationship between buildings and the street.**

SH-9.4 Consider the desired urban form of a more walkable and connected community built around a green infrastructure framework in the development of transportation, capital improvement, and utility policies, standards and required improvements.

SH-9.5 The City should consider establishing location and spacing criteria for new streets and/or pedestrian linkages to break large parcels into a finer urban grid, e.g., provide connections within the range of every 250 to 350 linear feet.

SH-9.6 Encourage private and public use of public art to enrich design aesthetics and add character, visual interest, and a sense of place.

SH-9.7 Encourage place-making and a dynamic public realm by integrating publicly accessible plazas, open spaces and other gathering spaces with new development and redevelopment, in public and private projects.

SH-12.1 Ensure that new development incorporates public spaces and accommodates trail connections, where adjacent to the defined trail network, in order to create an amenity for those living, working, and shopping in the South Hill Center.

SH-12.9 Protect and enhance the system of wetlands within the South Hill Center and encourage new development to have visual and physical connections to these areas so that they serve as open space amenities for residents.

SH-13.3 Coordinate with City staff and community partners to establish a South Hill Neighborhood Association to strengthen community connections, social networks, host community events, and build a local advocacy group.

SH-14.1 Require concurrency, including but not limited to adequate water, sewer, stormwater and transportation facilities, for all development in the South Hill Subarea.

SH-15 A green infrastructure system serves as a planning framework, enhances ecological functions, performs transportation and utility functions and provides an amenity to enhance livability for residents, employees, students, and other users.

SH-15.3 Prioritize green infrastructure improvements and use them to establish an identity for the South Hill Center.

SH-17 The neighborhood contains an interconnected system of open spaces, parks, and public spaces that provide an amenity for South Hill residents, employees, and the broader community, as well as contribute to an alternative non-motorized transportation network.

SH-17.4 Encourage new development to be designed to accommodate both visual and physical connections to the system of trails and open spaces that are planned for the South Hill Center.

SH-17.5 Encourage new development and redevelopment occurring within the vicinity of or adjacent to Bradley Lake Park to provide trail connections to the Park.

SH-17.6 Provide safe and clearly marked walking connections between South Hill and adjacent schools and neighborhoods outside of the Center.

SH-17.7 Provide improved connections and wayfinding specifically between the South Hill Center and Rogers High School, the Wildwood neighborhood, Bradley Lake Park trails, Pierce College trails and paths and roadways on the Benaroya site.

SH-19 Streets safely and conveniently accommodate all modes of travel, resulting in an improved street grid and a balanced transportation system with investments that contribute to the sense of place and sustainability of South Hill.

SH-19.1 Support the South Hill Plan with a multi-modal transportation system that provides improved connections and mobility with the subarea and to other parts of the City and region.

SH-19.2 Plan for and provide complete streets and integrate existing and future transportation improvements into the larger context of the green infrastructure system.

SH-19.5 Design and develop street improvements, including facilities that support Bus Rapid Transit, other transit facilities, bike and pedestrian facilities and dedicated trails and vehicular capacity improvements to serve travel demand generated by the proposed land use in addition to regional travel demand.

SH-19.6 Develop, improve and where possible extend alternative north-south connections through the South Hill Subarea, including the 5th Street SE, 3rd Street SE, and a connection west of Meridian.

SH-19.7 Develop, improve and where possible extend alternative east-west connections through the South Hill Subarea, including 43rd Ave. SE, 39th Ave. SE, and 35th Ave. SE.

SH-19.9 Develop local streets to establish a new grid system with smaller block sizes, particularly in areas within ¼ mile of 39th Ave. SE and Meridian. Maximum block face length should be 350 feet.

SH-19.13 Consider establishing maximum parking requirements, shared parking requirements, priority carpool parking areas and using other tools to manage the parking supply and encourage the use of transportation alternatives to single occupancy vehicles.

SH-20 A comprehensive non-motorized circulation plan safely enhances pedestrian and bicycle access throughout the Regional Growth Center.

SH-20.1 Include bicycle and pedestrian facilities in the design of arterials and local streets and improve connectivity with the development of a comprehensive sidewalk and trail system, including mid-block crossings, through block connections and amenities such as lighting, seating and signage.

SH-20.2 Develop a non-motorized trail system that incorporates a north-south spine focused on natural areas and east-west connections that provides access through and to major employment areas to core retail and future housing concentrations in South Hill.

SH-20.3 Identify existing informal trails and through land acquisition partnerships with private property owners and institutions, or other means, explore integrating them into formal transportation plans and provide wayfinding, surfacing, and other improvements where possible.

SH-20.4 Establish sidewalks that are a minimum 8 feet clear with an additional 5 to 6 feet buffer for planting and other amenities (e.g. transit stops, lighting).

SH-21 A robust transit network connects users within and to the Regional Growth Center and reduces single occupancy vehicle demand.

SH-21.1 Establish some form of mass transit (possibly Bus Rapid Transit (BRT)) as the key transit priority for the City and for South Hill, work with Pierce Transit on this improvement and pursue all available funding and implementation tools necessary to achieve this objective.

SH-21.2 Work with Pierce Transit to ensure that feeder transit service is provided along 39th Ave. SW to link schools, employment, and housing to BRT.

SH-21.3 Implement a transportation demand management program and support the development of a Transportation Management Association to reduce single-occupancy vehicle demand in South Hill and increase the share of trips that use alternative modes.

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

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

1. Master Plan (MP), Section 2.3-correct typo as indicated.
2. MP, Section 4.3-coordinate number of onsite wetlands between the Master Plan and the Storm Report. The Storm Report indicates ten wetlands, and the Master Plan is stating nine wetlands.
3. MP, Section 4.6- correct typo as indicated.
4. MP, Section 7-Revise the 6th paragraph to reflect the Master Plan's common plan-of-development and compliance with stormwater regulations.
5. Preliminary Stormwater Site Plan (PSSP), Section 1.0-clarify flow control for pollution generating hard surface areas.
6. PSSP, Section 1.1.1-coordinate number of onsite wetlands between the Master Plan and the Storm Report.
7. PSSP, Section 1.2-clarify flow control for pollution generating hard surface areas.
8. PSSP, Section 2.5-Revise BMP T5.10…downspout dispersion may be feasible per the criteria outlined for this BMP (Ecology Manual, Vol. III, Section 3.1.2).
9. PSSP, Section 2.5, BMP T5.30-Please be aware that projects utilizing Full Dispersion must protect the dispersion area in perpetuity (easement or tract).
10. PSSP, Section 2.5-BMP T5.11…concentrated flow dispersion may be feasible per the criteria outlined for this BMP (Ecology Manual, Vol. V, BMP T5.11).
11. PSSP, Section 2.5-Revise BMP T5.12…sheet flow dispersion may be feasible per the criteria outlined for this BMP (Ecology Manual, Vol. III, Section 3.1.2).
12. PSSP, Section 2.8-please provide additional clarification regarding compliance with Minimum Requirement 8 (MR8). Any changes to a subbasin tributary to a wetland must be evaluated for compliance with MR8, which in turn, may affect sizing of proposed storm facilities.

13. PSSP, Section 4.3-revise the paragraph associated with the Storage Building as indicated.
14. PSSP, Section 4.3-Please clarify the term "flow control trade" associated with Parking Lot 5. Is the intent to bypass surface water from one basin to another?

TRAFFIC – Bryan Roberts (253) 841-5542 broberts@puyallupWA.gov

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

15. Traffic Analysis
    a. The traffic analysis completed by TENW was analyzed with a 2025 horizon year.
        i. The analysis years need to be consistent Master Plan assumptions. 10 year (2032)? 20 year (2042) horizon year? Please clarify full buildout assumptions.
        ii. Ensure the building sqft assumptions used for trip generation estimates are consistent with the Master Plan document. Current sqft assumptions are not consistent.
        iii. Update study intersection list accordingly.
        iv. Include Existing delay analysis results in the same table as your full build out assumptions (no-build & build). Existing delay for Intersection #9 (AM Peak) and Intersection #3 (PM Peak) improves in future analysis.
    b. Due to unknown COVID related impacts at the time, older traffic counts (1-4 years old) were utilized for this analysis. Growth and/or adjustment factors were then applied to estimate non-COVID conditions.
        i. To eliminate the uncertainty with the previous adjustment methodology, the City will require all AM/PM traffic counts to be re-collected to represent existing conditions.
            1. Traffic volumes have largely returned to normal in this area.
            2. Additionally, there was an unusually long duration between the traffic analysis and the completed Master Plan submittal.
            3. Provide details on how traffic volumes at college access driveways are estimated to simulate non-pandemic conditions. It's the City's understanding Pierce College is currently operating at reduced capacity.
            4. Provide any network volume balancing assumptions used to account for Pierce College reduced capacity.
        ii. To ensure unserved demand is captured in your delay analysis, existing queue lengths shall be captured as part of your updated data collection.
        iii. How were existing signal timing assumed in your Synchro analysis? Were signal timings/phasing confirmed in the field?
    c. The analysis needs to include all signalized intersections along 39th Ave SE
        i. 39th Ave SE & Wildwood Park Drive
        ii. 39th Ave SE & 25th St SE (AM impacts overlap with highest volumes for school and college)

    d. Based on comments from the public meeting, add 23rd Ave SE & Shaw Rd intersection to your analysis.

WSDOT TIA Comments (Eli Baker, Ariel Heckler Olympic Region)

1.	8	Intro	Can Figure 1 be enhanced to include more legible road names? It does not include 7th St SE which would be helpful to see as well.
2.	11	Traffic Study Intersections	Why were the intersections along 39th Ave between College Way and Shaw Road not considered in this traffic study? Would there be any impact to these intersections?
3.	12	Existing Peak Hour Traffic Volumes	What were the values used to adjust for the lower traffic volumes due to COVID? Can you elaborate on how you made these adjustments

4.	17	Project Trip Generation	The number of new trips in Table 3 should be presented as whole numbers
5.	18	Project Trip Distribution and Assignment	Figures 5 and 6 would be more helpful if they were moved to this section
6.	27	Future Intersection Level of Service	In the last paragraph it mentions that LOS E is considered acceptable on S Meridian (SR 161) during PM peak periods according to the city's Comprehensive Plan. Is this also agreed to by WSDOT?
7.	11	Transit Service	Suggest adding a map to show transit service/stops discussed in this section. Also, what are the transit service headways?
8.	11	Non-Motorized Transportation Facilities	What about bike facilities? Are there any areas lacking sidewalks? Suggest adding more information on active transportation (especially with this being a college campus).
9.	13/ 14	2020 Existing Weekday AM/PM Peak Hour Traffic Volumes	Unable to find AM/PM peak traffic volumes for intersection #3 in Appendix A. I believe page 4 is missing in both packets.
10.	13	2020 Existing Weekday AM Peak Hour Traffic Volumes	The AM peak traffic volumes for intersections #9 and #11 don't appear to match what is featured in Appendix A (even when you account for the growth rate). This may impact your Synchro analysis as well.
11.	n/a	Synchro files	Can you provide your Synchro files used for this TIA?
12.	18	Planned Transportation Improvements	The TIA mentions a review of the City of Puyallup's TIP (for Planned Transportation Improvements). Was a review done for WSDOT projects in this area?
13.		Safety analysis	MP25.50-25.76 is identified as CAL/CAC and MP25.48 is identified as IAL. Safety analysis is required.

16. Pedestrian Improvements
    a. The entire length of College Drive should be improved with ADA compliant walkway (including adequate lighting). This improvement will provide safe pedestrian access to campus via 7th St SE.
    b. Evaluate pedestrian improvements at the intersections of (1) Manorwood Dr & Wildwood Park Drive and (2) 31st Ave SE & Wildwood Park Drive.
        i. Pedestrians use these intersections to cross Wildwood Park Drive to access college property. Currently, these pedestrian crossings and trails are unimproved.
    c. Provide details on possible pedestrian connections north of the proposed ball fields.
    d. These pedestrian improvements are consistent with expected outcomes described within "Needs Analysis" section.

17. Frontage/site circulation/access
    a. City Code requires frontage improvements to be implemented along Wildwood Park Drive
    b. Provide a detailed analysis of a future Wildwood Park Drive access location per concomitant agreement
        i. Based on City geometric standards, provide an analysis of placement/alignment options to evaluate.

ii. Per the concomitant agreement, *"access to Wildwood Park Drive should be selected so it does not align with any existing neighborhood streets that would then promote cut-through traffic, but at such a location that entering sight distance meets current City design standards."*

iii. Public comments received by the City detail concerns regarding current traffic conditions (congestion + speeding) on 7th St SE. An alternate Wildwood Park Drive access would likely reduce traffic impacts along the 7th St SE corridor. Address this public comment within the Master Plan document.

c. Provide design proposal for reconfiguration of main entrance drive and transit Loop as described on page 18.

d. City strongly recommends internal driveway/intersection design consider sight distance requirements based on national recognized standards

e. ESD sight lines at proposed driveways may interfere with parked vehicles. Should also consider roadway geometry and landscaping impacts to sight distance.

f. Recommend evaluation of SSD for proposed head-in parking located on the SE corner of the campus.

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

1. See conditions

BUILDING – David Leahy (253) 435-3618 DLeahy@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

Conditions will occur after further review and revisions, following the Planning Commission review and final Council action.

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

1. The following comments regarding design and construction of new utilities and road improvements are provided for the applicant's information and use, but should not be considered an exhaustive list of all necessary provisions from the PMC, design standards, or the Ecology stormwater manual. Unless specifically noted, construction of these infrastructure improvements is not a condition of Master Plan approval. However, infrastructure improvements must be approved and permitted prior to issuance of the first building permit associated with the Master Plan. [RCW 58.17.120 and 19.07.080]
2. 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 civil permit application [PMC 21.10.040].
   - The applicant shall construct and/or replace any substandard curbs, gutters, sidewalks, storm drainage, half-street paving, and street lights in accordance with the City's standards and specifications along all street frontage adjoining the property. [PMC 11.08.030]

- 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. Prior to permit issuance, provide written documentation from the operator/owner of the Northwest Pipeline LLC (Williams Gas Main) that the proposed development is acceptable as designed.

3. WATER:
   - The applicant shall be responsible for the operation and maintenance of the proposed water system located on private property.
   - The domestic service line and fire system service line shall have separate, independent connections to the supply main(s). [PMC 14.02 & CS 302.3(4)]
   - A new water main shall be extended to, and through, the site sufficient to provide the necessary flows for both the domestic system and fire system. The minimum water pipe size shall be 8-inch diameter. (Exception: A 4-inch water main may be installed beyond the last fire hydrant if the proposed main is a dead-end line with no possibility of being extended in the future.) [PMC 14.02.190, 14.20.010 & CS 301.1(1)]
   - Any portion of a City maintained mainline extension located outside City right-of-way must be centered in a minimum 40-foot wide easement granted to the City for maintenance purposes. The easement shall be clearly indicated on the construction documents. [PMC 14.02.120(f) & CS 301.1(11)]
   - 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)]
   - Water pipe and service connections shall be a minimum of 10-feet away from building foundations and/or roof lines.
   - The applicant is required to provide backflow protection on the domestic line(s) in accordance with City Standards. The minimum level of protection would be a double check valve assembly (DCVA). However, the City requires a reduced pressure backflow assembly (RPBA) for any use considered to be a high-hazard as outlined in WAC 246-290-490 Table 9. [PMC 14.02.220(3) & CS 302.2]
   - If an irrigation system is proposed for any of the proposed projects, backflow protection is required on that line as well. [PMC 14.02.220(3) & CS 302]
   - 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]
   - The fire sprinkler double detector check valve assembly (DDCVA) may be located either inside, or outside, of a building. [CS 302.3, CS 303]
   - 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]
   - 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]
   - Utility extensions shall be approved and permitted prior to any building permit issuance. [PMC 14.02.130]
   - Water connection fees and systems development charges are due at the time of building permit issuance for a proposed project and do not vest until a building permit application is determined "complete". [PMC 14.02.040, 14.10.030]

4. SANITARY SEWER:
   - The applicant shall be responsible for the operation and maintenance of the proposed sewer system located on private property.
   - As of this writing, there are no known sewer constrictions in this system within ¼-mile of the proposed project.
   - Any portion of a City maintained sewer extension located outside City right-of-way must be centered in a 40-foot wide easement granted to the City for maintenance purposes. The easement shall be clearly indicated on the construction documents. [PMC 17.42 & CS 401(14)]
   - A separate and independent side sewer will be required from the main to all building sites for each proposed project. Side sewers shall be 6-inch minimum diameter with a 0.02 foot per foot slope. [PMC 14.08.110 & CS 401(6)]
   - Side sewers shall have a cleanout at the property line, at the building, and every 100 feet between the two points. [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 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]
   - Grease Interceptors and any oil-water separation devices 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]
   - 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.
   - Sewer connection fees and systems development charges are due at the time of building permit issuance and do not vest until a building permit application is determined "complete". [PMC 14.10.010, 14.10.030]

5. STORMWATER/ EROSION CONTROL:
   - Stormwater design shall be in accordance with City regulations in effect at the time of a proposed project's permit application. The City is currently using the 2012 Stormwater Management Manual for Western Washington as amended in the December, 2014 (The 2014 SWMMWW aka "Ecology Manual") as described in PMC Chapter 21.10 Stormwater Management.
   - 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 for each proposed project considering that an individual project is part of a common plan of development (the Master Plan). The applicable project thresholds shall be highlighted on the flowchart indicating the Minimum Requirements (MR) triggered by the project.
   - **NOTE: Any proposed areas of disturbance within the public ROW must be included in the project area as part of the stormwater thresholds and calculations.**
   - **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.
- The proposed individual projects are part of a larger, common plan of development, and may include 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 may have on the original design assumptions of the existing stormwater facilities. [PMC 21.10.060]
- **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.
- 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. Provide the long-term infiltration rate calculation in the stormwater report.
- At the time of civil permit application, the applicant is responsible for submitting a stormwater management site plan which meets the design requirements provided by PMC Section 21.10 and the Ecology Manual. The stormwater site plan (PSSP) shall be submitted with a proposed project's permit application to ensure that adequate stormwater facilities are anticipated prior to development of the property. The stormwater site plan shall reasonably estimate the quantity of stormwater runoff and the application of On-site Stormwater Management BMPs for the proposed project.
- The written technical report shall clearly delineate any offsite basins tributary to the project site and include the following information: [PMC 21.10.060]
    - the quantity of the offsite runoff;
    - the location(s) where the offsite runoff enters the project site;
    - how the offsite runoff will be routed through the project site.
    - the location of proposed retention/detention facilities
    - and, the location of proposed treatment facilities
- 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)

- 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]
- In the event that during civil design, there is insufficient room for proposed stormwater facilities in the area(s) shown on the site plan, the stormwater area(s) shall be increased as necessary so the final design will be in compliance with current City regulations. This may result in a reduction of site amenities**.** [PMC 21.10.060(4), 21.10.150]
- 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.
- 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]
- A minimum of 5-feet clearance shall be provided from the toe of the exterior slope/embankment to any tract, property line, fence, or any required vegetative buffer. [PMC 21.10 & CS 206]
- If any 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.
- 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."
- Construction of frontage improvements associated with any project will likely 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.
- <u>At the time of civil permit application</u>, 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)

- Trench dams shall be provided at the property line for utilities located below infiltrative facilities including, but not limited to, permeable pavements and bioretention facilities. Reference City Standard Detail 06.01.10.
- 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.
- Erosion control measures for this site will be critical. A comprehensive erosion control plan will be required as part of the civil permit application.
- 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.
- 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

6. 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:
        - For publicly maintained roads, 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.
        - 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]

7. GRADING:
   - A Grading Plan conforming to all requirements of PMC Section 21.14.120 will be required prior to infrastructure construction. The Plan shall be prepared by a Civil Engineer licensed in the State of Washington. [PMC 21.14.070]
   - A geotechnical report conforming to all requirements PMC Sections 21.14.150 and 21.14.160 will be required with the civil permit application. 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.
   - 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."

8. MISC:
   - All proposed improvements shall be designed and constructed to current City Standards. [PMC 14.08.040, 14.08.120, 17.42]
   - 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 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.
   - Engineering plans submitted for review and approval shall comply with City Standards Section 1.0 and Section 2.0, particularly:
     - Benchmark and monumentation to City of Puyallup datum **(NAVD 88)** will be required as a part of future projects.
     - 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.

- Prior to Acceptance/Occupancy, Record Drawings shall be provided for review and approval by the City. The current 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. Traffic Impact fees (TIF) will be assessed in accordance with fees adopted by ordinance, per PMC 21.10.
2. Impact fees are subject to change and are adopted by ordinance. The applicant shall pay the proportionate impact fees adopted at the time of building permit application
3. Per Puyallup Municipal Code Section 11.08.135, the applicant/owner would be expected to construct half-street improvements including curb, gutter, planter strip, sidewalk, roadway base, pavement, and street lighting. Any existing improvements which are damaged now or during construction, or which do not meet current City Standards, shall be replaced.
   a. As part of these improvements, additional right-of-way (ROW) may need to be dedicated to the City.
4. At the time of civil permit review provide sight distance evaluation (Per City Standards)
   a. 39th Ave SE traffic signal.
      i. Show the southbound right-on-red movement has adequate entering sight distance.
      ii. Evaluate eastbound sight distance for permissive left turn movement.
   b. 7th St SE access
      i. Provide SSD & ESD evaluation at this intersection per City standards.
5. Site access driveways shall meet our minimum commercial driveway requirements (35ft curb radius, 30ft width). This is could change based on design vehicles used for the AutoTurn.
6. At the time of civil permit review provide a separate street lighting plan and pavement striping plan (channelization) sheet for the City to review.

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

9. Fire Hydrants will be addressed at civils

BUILDING – David Leahy (253) 435-3618 dleahy@puyallupWA.gov

10. Any building permits would need to be done per the applicable codes in adoption at the time of building permit applications. And be complete with all building, plumbing, mechanical, energy code and accessibility codes in effect at the 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