



CITY OF PUYALLUP

Development & Permitting Services

333 S. Meridian, Puyallup, WA 98371
 (253) 864-4165 | Fax (253) 840-6678
www.cityofpuyallup.org

February 9, 2022

DEVELOPMENT REVIEW TEAM (DRT) LETTER	
PERMIT #	P-21-0130
PROJECT NAME	ALL SAINTS CATHOLIC CHURCH FOOD WAREHOUSE
PERMIT TYPE	Conditional Use Permit (CUP) & SEPA
PROJECT DESCRIPTION	FOOD WAREHOUSE
SITE ADDRESS AND PARCEL #	607 3 RD ST SW 5745300550
ASSOCIATED LAND USE PERMIT(S)	P-21-0001
APPLICATION DATE	October 28, 2021
APPLICATION COMPLETE DATE	November 5, 2021
PROJECT STATUS	<p>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 visit the City’s new online permits portal at: https://permits.puyallupwa.gov/Portal/Planning/Locator</p> <p>Applicants will need to create a portal account in order to resubmit. Once you have signed up for an account, if you do not see your permit listed in your account, contact the Permit Center at PermitCenter@PuyallupWA.gov. More instructions are provided in the “Resubmittal Instructions” section at the end of this letter.</p>
APPROVAL EXPIRATION	N/A – Active permit application, not approved
CONDITIONS	<p>Active permit application, not approved;</p> <p>Pursuant to PMC 20.11.022 regarding inactive applications, any and all pending land use applications or plat applications shall be deemed null and void unless a timely re-submittal is made to the City within 1 year of issuance of this Development Review Team (DRT) comment letter.</p> <p>DRT review letters typically identify requested corrections, studies or other additional required pieces of information necessary to demonstrate conformance with the City’s adopted development standards and codes.</p> <p>Subsequent applicant re-submittals shall make a good faith effort to respond to each request from this letter in order for the application to remain active.</p> <p>The failure to provide timely responses or lack of providing the requested material(s) within the 1-year window following DRT comment letter issuance shall be grounds for expiration, thus deeming the pending application null and void with or without a full or partial refund of application fees.</p>

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 - Rachael Brown (253) 770-3363 rnbrown@puyallupWA.gov

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

Site Plan

1. Denote the sight distance triangle on the landscape plans per PMC 20.25.035(10). No tree, sight-obscuring fence, shrub, wall or other visual obstruction shall be permitted higher than 30 inches above the adjacent street, alley or driveway grade within the sight distance triangle.
2. The zone transition buffers intent is to provide a dense screening the entire 30-foot depth. While the beach strawberry ground cover is providing landscaping, it is not a screening plant. Please include additional screening shrubs within the north and south zone transition landscape buffer.
3. Per PMC 20.26.500(1)(b), understory shrubs shall be spaces to assure full screening between required trees. The landscape plans only show shrubs behind the required trees. Update the landscape plan to ensure compliance with PMC 20.26.500(1)(a-b).

SEPA Checklist

4. The Nisqually Tribe provided a comment letter. See public comments document on portal.
5. The Squaxin Island tribe provided a comment letter. See public comments document on portal.
6. Applicant shall submit a cultural resources survey and report for this project completed by a qualified archeologist. Report should follow guidelines from DAHP and any required by the Squaxin Island Tribe. Please contact Shaun Dinubilo at the Squaxin Island Tribe Cultural Resources Department directly for information on their requirements for the cultural resources survey at sdinubilo@squaxin.us or 360-432-3998 or 360-870-6324.

Architectural Design Review

7. Per PMC 20.26.500(a)(i), certain building and trim colors are prohibited. The Building elevations state that the siding will be painted “typical.” No colors are provided on the building elevations. Provide color details in the building elevations notes to ensure compliancy with this standard.
8. Per PMC 20.26.500(a)(iv), Window penetrations shall constitute at least 25 percent of exterior walls visible from the street. The site plan did not provide the associated fenestrations calculations on the building elevations. Provide the fenestration calculations that demonstrate compliance with this standard and denote if glass is being utilized on the garage doors.

Other Items

9. It appears from aerial images that the proposed project will require tree removal. The landscaping plan, site plan, nor the demolition plan show existing trees. The SEPA checklist states that the land will be largely cleared. On the sit plans, please show the existing tree locations, tree species, Diameter-at-Breast Height (DBH), and note if the tree will be retained or removed. If the tree exceeds 15-inches DBH, the tree will be considered significant and a tree risk assessment is required.

ENGINEERING - Jamie Carter (253) 435-3616 jcarter@puyallupwa.gov

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

10. The City is operating under the 2012 Storm Water Management Manual for Western Washington with 2014 updates (2014 SWMMWW) as communicated in the pre-application notes dated February 3rd, 2021. Revise report to reference and adhere to the 2014 SWMMWW
11. Minimum Requirement #1 stipulates a dedicated Preliminary Stormwater Site Plan. Stormwater Site Plan not found in submitted materials. Provide Preliminary Stormwater Site Plan that conforms to Vol. 1, Section 2.5.1 of the 2014 SWMMWW and Sections 1.0, 2.0, and 200 of the City of Puyallup Design Standards.
12. Minimum Requirement #4 - Free discharges in developed areas are not permitted. Natural Drainage patterns should be mapped and established. Discharging stormwater at the east and west property lines do not meet the intent of *preserving natural drainage patterns and outfalls*. Stormwater should be dealt with on site as much as possible in highly developed residential areas.
13. Minimum Requirement #5 – Revise drainage report to consider On-Site Stormwater Management BMPs from List #2. Refer to Flowchart in Figure 2.5.1 from 2014 SWMMWW to determine List requirements. List #3 not a part of the City’s review process.
14. General Storm Requirements - 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 Standards. This may result in the number of lots or structures being reduced, or a reduction in other site amenities. [[PMC 21.10.060\(4\)](#), [21.10.150](#)]
15. General Storm Requirements - Continuous wet weather monitoring required to determine groundwater elevation. See pre-application notes dated February 3rd, 2021. The ‘window’ for this monitoring is coming up (December 21st through April 1st).
16. All Saints Drainage Page 3 Section 7 - Report claims that runoff will follow the “natural drainage pattern” into the ROW of 3rd Ave, but later in the same section the runoff is described as being discharged through a perforated stub out connection directly into the City’s public storm system. Clarify runoff scheme in detail and include stormwater site plan for illustration.

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

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

17. Entire alley must be paved between 6th Ave SW & 7th Ave SW. However, if garage access to the alley (rear of building) is removed, existing alley can remain gravel.
18. City standard streetlights are not required for this project. Remove from design
19. Provide City standard conduit along frontage (within ROW) with junction boxes on the north & south side of frontage. Provide (2) schedule 40 conduit runs with pull strings to accommodate future streetlight expansion.

20. During civil review, the existing frontage will be evaluated by City inspectors. Any existing improvements (curb/gutter/sidewalk/pavement) which are damaged now or during construction, or which do not meet current City Standards, shall be replaced.

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.

21. No fire related comments

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.

22. [insert action item]

CONDITIONS

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

PLANNING - Rachael Brown (253) 770-3363 rnbrown@puyallupWA.gov

Site Plan

1. Per PMC 20.30.045(1), large mechanical equipment shall be screened from surrounding residentially zoned properties and public rights-of-way. Minor utility equipment, such as small generators, utility meters, air conditioners, or junction boxes, which are less than three and one-half feet in height, shall be exempt from screening requirements. Alternative methods for screening may include the use of building or parapet walls, sight-obscuring fencing and/or landscaping, equipment enclosures, consolidation and orientation of devices towards the center of the rooftop, and/or the use of neutral color surfaces.
2. Lighting shall meet the performance standards of PMC 20.25.040(16): Building-mounted lighting shall be directed away from other residential structures and/or windows as to not create direct illumination, shall be shielded as to avoid glare from exposed bulbs off site and shall use necessary means to avoid excessive light throw. Light illumination shall not be cast beyond the premises and shall be limited to illumination of surfaces intended for pedestrians or vehicles. Light fixtures shall include all necessary refractors within the housing to direct lighting to areas intended to be illuminated.
3. At the time of building permit review, a lighting plan with photometric analysis and light fixture cut sheets from the manufacturer are required and must demonstrate compliance with PMC 20.26.500(7) and PMC 20.30.045(4). PMC 20.26.500(7): To avoid glare and light spill, all outdoor lighting shall conform to the following standards:
 - (a) Use downward directional lighting. Except for architectural lighting using low-wattage (60-watt maximum) incandescent designer bulbs, light fixtures shall be of a type that casts light downward (e.g., "shoe box" style pole lamps, "eyebrow" style wall packs, recessed and flush-mounted ceiling fixtures). The sides and top of the fixture's housing shall be totally opaque. Fixtures may not be tilted beyond their horizontal plane or otherwise modified to cast light sideways. Spotlights for signage purposes are exempt from these standards, provided they conform to the signage standards described in subsection (8) of this section.
 - (b) Light sources (e.g., light bulbs, lamps or fluorescent tubes) shall not extend below the bottom edge of the fixture's solid and opaque housing.

(c) Translucent drop lenses are prohibited. If lenses are desired, they must be flush with, or extend no lower than, the bottom edge of the fixture's solid and opaque housing.

(d) Avoid excessive light throw. Lighting shall not be cast beyond the premises and shall be limited to illumination of surfaces intended for pedestrians or vehicles. Light fixtures shall include all necessary refractors within the housing to direct lighting to areas intended to be illuminated.

(e) Limit height of lighting fixtures. Light fixtures shall be no higher than 20 feet above any finished grade level within 10 feet of the fixture.

4. The landscape plan has been reviewed for compliance with preliminary landscaping standards. A more detailed review of the proposed landscaping will occur at the time civil permits and required final landscape plan.

ENGINEERING - Jamie Carter (253) 435-3616 jcarter@puyallupwa.gov

5. No Engineering Conditions

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

6. Traffic Impact fees (TIF) will be assessed in accordance with fees adopted by ordinance, per PMC 21.10.
7. 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
8. 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. Any existing improvements which are damaged now or during construction, or which do not meet current City Standards, shall be replaced.
9. Site access driveway shall meet our minimum commercial driveway width requirements (30ft)

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

10. No fire related comments

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

11. Will need to have Demo permit for all Buildings being removed from this site.
12. All plans will need to be complete with all building, plumbing, mechanical, accessibility requirements per the current 2018 codes adopted.
13. Will also require all truss specs sealed by truss engineer at time of complete submittal.
14. Please take close attention to all the Washington State amendments in all current adopted codes.
15. Design loading for second floor being proposed as storage would need to meet 2018 IBC table 1607.1.

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 new online permit system at <https://permits.puyallupwa.gov/portal/>. Applicants will need to create a portal account in order to resubmit. Once you have signed up for an account, if you do not see your permit listed in your account, contact the permit center. To resubmit follow the steps below:

1. Sign in to your portal account

2. Find this permit by clicking on the 'Application Search' tool under the 'Planning Division' section of the Cityview Portal webpage. Search for permit in the search bar by using the permit number, site address, or parcel number.
3. Select the project from the resulting list by clicking on the link 'Planning Status'.
4. Scroll to the bottom of the portal page to the "Upload Documents" section to resubmit documents.
5. Click the "click here" button to be taken to the submittals page.
6. In the list of submittal items, upload a "new version" of each document for which you have made revisions.
7. If you are submitting a new document for which there is not a previous version, click the button under the heading "Upload Additional Documents".

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,

Rachael Brown
Associate Planner
(253) 770-3363
rnbrown@puyallupWA.gov