



# CITY OF PUYALLUP

## Development & Permitting Services

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October 15, 2021

BRC Communities

Attn: Bill Riley

Via email: [briley@govista.net](mailto:briley@govista.net)

DEVELOPMENT REVIEW TEAM (DRT) LETTER	
PERMIT #	P-21-0096
PROJECT NAME	COPPERBERRY CONDOMINIUMS
PERMIT TYPE	Preliminary Site Plan & Design Review & SEPA
PROJECT DESCRIPTION	Mixed use development that comprises 12 condominium residential units and 600 square feet of office space
SITE ADDRESS AND PARCEL #	4002 10 <sup>th</sup> Street SE 4389000180
ASSOCIATED LAND USE PERMIT(S)	P-21-0014/PRE APP
APPLICATION DATE	August 30, 2021
APPLICATION COMPLETE DATE	September 20, 2021
PROJECT STATUS	<b>Active Development Review Team (DRT) review case – resubmittal required.</b> Please address review comments below and resubmit revised permit materials and by responding in writing to the remaining items that need to be addressed. <b>To resubmit, please upload the documents using the Sharepoint system, contact <a href="mailto:permitcenter@puyallupwa.gov">permitcenter@puyallupwa.gov</a></b>
APPROVAL EXPIRATION	N/A – Active permit application, not approved
CONDITIONS	<p><b>Active permit application, not approved;</b></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.

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## ACTION ITEMS

PLANNING - Chris Beale (253) 841-5418 [cbeale@puyallupWA.gov](mailto:cbeale@puyallupWA.gov)

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

### *General*

1. There are a number of inconsistencies between the grading plan, preliminary landscaping plan, building elevations, building renderings, SEPA checklist, and preliminary site plan and design review applications. Provide a revised submittal that addresses all inconsistencies between plans and address the following issues:
  - a. The grading and utility plan denote one office space at 600 sq. ft. associated with the South Building, and no office space associated with the North Building. This is inconsistent with other plans and narratives that describe a total of 1,200 sq. ft. of office.
  - b. The colored renderings do not match building elevations or landscape plans.
  - c. The exterior siding materials between the building elevation and color renderings do not match.
  - d. Landscaping plans do not match the grading and utility plan.
  - e. The building elevation drawing depict a front retaining wall with 4 to 5 steps that lead from the street level to the front facades that doesn't match the other drawings. The below review assumes that this retaining wall is a mistake based on the other materials provided.
  - f. The preliminary landscape plan and SEPA checklist identify a 15 feet rear landscape buffer that will remain undisturbed. This is inconsistent with the grading plan, which depicts significant grading into the rear landscape buffer. Neighbor comments from owners of homes on 9<sup>th</sup> Street indicate a design to retain existing trees; please have an arborist look at tree retention when preparing civil plans and minimize grading and maximize tree retention, where possible.
  - g. Please review all drawings to ensure consistency throughout submitted documents.
2. It appears that building elevations were provided for only one building. Provide building elevations for each building and label each building/sheet as either North Building and/or South Building.
3. It appears that colored elevations were provided for only one building. Provide colored renderings for each building and label each building/sheet as either North Building and/or South Building.
4. Preliminary landscape schedule incorrectly states that a Type IIIA – visual buffer is a 5 feet perimeter buffer. Please correct to be 6 feet perimeter buffer for Type IIIA – visual buffer.

### *Site Plan*

5. Per PMC 20.31.026(3), the front yard setback is 12 feet to 20 feet from Build-to-Area (BTA). Additionally, PMC 20.31.027(2)(c) requires new buildings built 12 feet from right-of-way or 20 feet from right-of-way to accommodate an 8 feet plaza. 4 feet of the plaza may extend into the 12 feet type II landscape buffer.

Since the required 8 feet plaza may extend into the landscape buffer by 4 feet, the minimum building setback is considered 16 feet instead of 12 feet, unless the plaza is proposed as an outdoor café seating use. Per PMC 20.31.027(2)(c), Outdoor café seating plaza use is allowed to project into the 12 feet landscaping buffer by 6 feet, which allows a minimum building setback of 14 feet instead of 12 feet.

The North Building setback is approximately 27 feet and the South Building is setback approximately 14 feet. It appears that both North Building and South Building are not providing outdoor café seating plaza. Therefore, the North Building exceeds the maximum building setback of 20 feet and the South Building exceeds the minimum building setback of 16 feet.

Please revise all site plans to ensure compliance with setback standards and denote on architect plans and landscape plans if any proposed plaza will be used as an outdoor café seating area.

6. Per PMC 20.31.026(14 & 15), each dwelling unit requires private open space. Since the proposed dwelling units are multi-story townhomes, each unit has the option of meeting the private open space through PMC 20.31.026(14) or PMC 20.31.026(15). Clearly indicate the private open space for each dwelling unit on site plans and provide a narrative describing how the private open space requirements are being met.
7. Per PMC 20.31.040(4), at least one on-site recycling area shall be provided. While the trash enclosure details will be reviewed at building permit, please describe how trash and recycling will be handled on-site. If a trash enclosure is proposed, please indicate general location on the site plan.
8. Per PMC 20.31.040(11), at driveway intersections the triangle yard area (sight triangle) shall not include any tree or shrub taller than 30 inches. At any intersection of a driveway with a street, the sides of the triangle shall extend 10 feet along the street or alley right-of-way and 15 feet along the edge of the driveway, measured from their point of intersection. Revise landscaping plans to ensure compliance with PMC 20.21.040(11) sight distance requirements.

#### *Landscaping*

9. Per PMC 25.58.005(1), all paved areas over 10,000 square feet shall have at least five percent of the paved areas provided as landscape to provide shade, reduce the heat island effect related to paved surfaces, reduce storm water runoff, improve air quality, provide visual breaks to large paved areas and improve general appearance.. Provide paved area calculations on the landscape plans, and if over 10,000 square feet is provided, provide the five percent landscaping area.
10. The City GIS shows existing trees located on the property which are not denoted on the grading plans, preliminary landscape plans, or other documents. To ensure compliance with Vegetation Management Standards regarding significant tree protection, the grading plan shall denote all existing trees with Diameter-at-Breast Height (DBH) and indicate if the tree is to be removed or retained. If your site includes any significant trees, then you must include a tree risk assessment completed by a certified arborist and provide the critical root protection zone for any retained significant trees on the grading plan.
11. 6 feet to 12 feet Type II landscaping buffer is required along 10th Street SE frontage depending on the proposed use. If the proposed plaza is an outdoor café seating use, then the landscape buffer can be 6 feet. If the proposed plaza is NOT an outdoor café seating use, then the landscape buffer can be 8 feet. All other landscape buffers shall be 12 feet. The proposed front landscape buffer is less than 6 feet in front of both buildings. If the proposal includes outdoor café seating, please denote on the landscape plan; it's not anticipated this will be possible since you are not proposing a restaurant use on site. Revise all site plans to ensure compliance with landscape buffer widths, providing 8-12' of landscape along the 10<sup>th</sup> Ave frontage, per requirements. .

12. Per PMC 25.58.005(4), off-street parking or automobile display areas shall not be located within a required landscape buffer. Proposed parking is located within the 8-12-foot landscaping buffer along 10<sup>th</sup> Street SE. Revise all site plans to ensure compliant landscape buffer width.

#### *SEPA Checklist*

13. The Nisqually Tribe provided a comment letter. See attached comment letter.
14. One public comment was received. Tony Canzler wanted to know if the mature fir trees would remain. See attached comment letter. Provide a written response to Tony Canzler comment letter.

#### *Critical Areas*

15. No action items

#### *Architectural Design Review*

16. Provide consistent building elevations and renderings for all buildings as requested above. It would be helpful if you could provide callouts on the elevations demonstrating compliance with the architectural standards described in the narrative.
17. The design review narrative refers to the site plan, architectural plans, and elevations to address the standards. The plans provided appear to be missing the South Building and there are inconsistencies on a number of plans/elevations. Revise the design review narrative to provide written response on how the project complies with the design standards.
18. The design narrative did not address PMC 20.52.015(1)(a). Please revise the design review narrative to address this code section.
19. Per PMC 20.52.015(1)(c), the buildings shall incorporate multiple features. The project narrative describes lighting, which is not shown on the building elevations or building renderings. Please add lighting fixtures to the building elevations or revise the design review narrative. Please note that the Design Review Board may request more than two building features.
20. Per PMC 20.52.015(2), the use of high-quality building materials shall be incorporated in the building design. It has been staff experience that the Design Review Board does not consider Hardi plank siding as a high-quality material unless it is through-colored. Be prepared to offer a different material type.
21. Per PMC 20.52.025(2)(a), the first floor of any street facing building shall be at least 12 feet in height. The building elevations did not include the commercial building associated with the South Building. Provide South Building elevations and denote the first-floor height.
22. Per PMC 20.52.025(2)(b), the ground floor of street facing façade shall consist of at least 60 percent visual transparency between 2 feet and 8 feet. It appears that the South Building may be compliant but there are no calculations or measurable building elevations to review for compliance. The North Building does not look to be compliant. Revise the drawings as necessary and provide transparency calculation for both the North Building and South Building. Please note, that as you are addressing the transparency requirements, ensure that the windows are also compliant with PMC 20.52.025(2)(d).
23. Per PMC 20.52.025(2)(c), at least one building entrance shall directly face the sidewalk and shall be publicly accessible and provide architectural prominence. It isn't clear how the North Building sidewalk facing entrance has architectural prominence or meets this section – there a great deal of undifferentiated blank wall with no detailing or architectural finishes. Please revise plans as necessary and provide call outs on building elevations to provide clarity.
24. Per PMC 20.52.025(3), all buildings are required to provide horizontal and vertical façade variation every 30 feet and offset at least 4 feet. It does not appear that the North Building is compliant with this standard. Revise the drawings as necessary and provide a detailed narrative on how the North Building is compliant with building modulation standards.
25. Per PMC 20.52.025(4), buildings shall incorporate articulation on all sides. The design review narrative denotes that modulation is provided in the building elevation and architectural plans. As indicated above, building elevations/renderings are missing. Please provide all building elevations with call outs

on the provided building articulation and provide a written response to this standard. The frontage of the northern building as it faces the ROW is not articulated enough to meet this standard.

26. PMC 20.52.025(5) applies to blank walls. The provided building elevations do not appear to have areas over 30 feet in length or 400 sq. ft. in area without building articulation or openings. No revision is required at this time, but please review this section as you further develop the building elevations.
27. Per PMC 20.52.025(6), the proposed buildings shall have a minimum of 30 percent of the building façades with a minimum of two exterior materials. The proposed elevations depict only one building materially being used, Hardi Plank Lap and Shake. Additionally, the PMC requires the use of metal paneling, brick, decorative faux stone, masonry, and masonry veneer for a minimum of 60% of the exterior face, excluding gables, windows, doors, and related trim; stone, masonry or faux mason is required on the lower portion on all street facing facades. Revise drawings as necessary, provide the needed callouts and calculations, and update the design review narrative.

#### ENGINEERING – Jaime Carter

##### UTILITY GRADING PLAN

28. Fade back existing utilities on future submitted drawings.
29. Place structures at proposed stormwater pipe bends.
30. This project is in the Fruitland Mutual Water Company's jurisdiction. A water availability letter from this purveyor is required for Preliminary Site Plan Approval.

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

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

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

1. Maximum grade is 10%, what will final grade be set at?

#### 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.

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## 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. Please address action items above. Conditions will occur at the last review letter.

#### ENGINEERING - Jaime Carter

1. If the valuation of the proposed improvements exceeds \$150,000, 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, per **PMC 11.08.030**.

2. This project is in the Fruitland Mutual Water Company's jurisdiction and, as such, the water connection shall be to their line and NOT the existing 16" City of Puyallup transmission main that is in front of the proposed development.
3. The method and level of monitoring and reporting concerning the wet weather monitoring and test pits are adequate for this stage of the design. Proceed with drainage design as presented here.

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

4. The Traffic Scoping Worksheet is approved. This project will generate 9.6 PM peak hour trips.
5. Traffic Impact fees (TIF) will be assessed in accordance with fees adopted by ordinance, per PMC 21.10.
6. 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
7. Park impact fees shall be charged per new dwelling unit based on its size. Fees are assessed in accordance with fees adopted by ordinance, per PMC 21.10
8. School impact fees shall be paid directly to the school district in accordance with adopted fee at the time of collection by the District.
9. Per Puyallup Municipal Code Section 11.08.135 the applicant/owner would be expected to construct half-street improvements including curb, gutter, 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. Based on the materials submitted, the applicant would be expected to construct the following improvements:
  - a. Based on the current condition of 10<sup>th</sup> St SE (poor), half-street grind & overlay will be required.
  - b. Depending on condition and ADA compliance, the existing sidewalk can remain.
  - c. (2) Streetlights will be required along frontage spaced approximately 150ft apart.
10. At the time of civil permit review provide a separate street lighting plan and pavement striping plan (channelization) sheet for the City to review.
  - a. (2) City standard streetlights are required
    - i. 150ft spacing is required along collector roadways with commercial land uses.
  - b. This section of 10<sup>th</sup> St SE will require Leotek GCI J-Series Fixtures **GCI3-30J-MV-40K-2R-GY-080-XX** (City to provide latest part numbers).
  - c. The existing service cabinet located at the intersection of 10<sup>th</sup> St SE & 43<sup>rd</sup> Ave SE has adequate capacity power these units.
  - d. The existing streetlight conduit/circuit located south of this project (@ 4112 10th St SE) shall be used to power these streetlights.
  - e. On the north side of frontage, extend conduit & j-box to accommodate future streetlight expansion along this street.
  - f. Streetlights shall have shorting caps installed with remote photocell located on the service cabinet.
  - g. Streetlight design shall provide the following:
    - i. Provide details on how streetlights will be powered
    - ii. Location of conduit runs
    - iii. Wiring Schedule
      1. Conduit size and type for each raceway
      2. Conductors details
    - iv. Pole schedule
      1. STA & offset for each luminaire
    - v. Show location of junction boxes

11. A 30-foot commercial driveway will be required for site access.
12. 10th Street SE (collector) has a minimum driveway spacing requirement of 150ft per the City's Roadway Design standards.
13. Driveway & parking lot cannot exceed 10% grade.
14. Site plan shows conceptual retaining wall behind sidewalk that may require handrail. Engineer to evaluate the need for ADA compliant handrail at this location.
15. To minimize possible sight distance concerns, street trees adjacent to proposed driveway must have narrow foliage characteristics and branches high up on trunk (+7ft). Please coordinate with planning dept to spec proper species.

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

16. Comply with 2018 IFC and IBC
17. Fire Sprinkler required
18. Fire Alarm required
19. 10% maximum grade
20. Two existing fire hydrants, update with stortz fitting

BUILDING – David Leahy (253) 435-3618 [dleahy@puyallupWA.gov](mailto:dleahy@puyallupWA.gov)

21. Plans must be complete with all building, plumbing, mechanical, energy code requirements and all accessibility requirements at the time of a complete submittal per the Codes in effect at the time of submittal.
22. Must also submit all truss specs and layouts to match the plans. Must be stamped by the truss engineer of record and to current codes.
23. Plans will be required to be done by a licensed Architect in the State of Washington. And structural done by a licensed Engineer in the State of Washington.
24. Will need to provide plumbing schematics for this building.
25. Submit a Geo-tech report with the complete submittals.
26. If 20 or more parking stalls are required, then must show the infrastructure for the required charging stations per 2018 IBC section 429 of the Washington State Amendments.
27. Since the term Condominiums does not exist in the IBC. I would assume these are being constructed as apartments with all the required separations between the units per the IBC and must be shown in detail on the plans.
28. This type of structure may also fall under **RCW 64.34.010** and this information would need to be added to the plans.

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## 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. 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](mailto:PermitCenter@puyallupWA.gov).

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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