



City of Puyallup

**Development and Permitting Services**

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

www.cityofpuyallup.org

**DATE:** May 16, 2022

**TO:** Robert Bruner

**FROM:** Gabriel Clark, Planning Technician

**PROJECT:** PLPRE20220046

**SITE ADDRESS:** 412 23rd St SE, Puyallup WA 98372

**PROJECT DESCRIPTION (as provided by applicant):** The project entails the new development of a propane bulk plant on a undeveloped 1.13 acre parcel. Proposed 4000sq/ft office-warehouse-shop building. Proposed 30,000-gallon propane storage tank. The site will be paved with asphalt with required landscape strip around the perimeter. Proposed parking for 8 vehicles for office-warehouse use and 10 delivery trucks. Existing city sewer and water will be extended to the site, no septic or well will be required. Proposed drainage for the parking/paved areas consists of capturing the runoff in catch basins, prior to detention/treating in proposed underground detention tanks, emergency overflow will tie into the existing city stormwater system. Roof runoff from the proposed building will be tightlined into the existing city stormwater system.

Thank you for meeting with the city's Development Services staff to discuss your proposed project. The following information highlights the issues discussed at our meeting and is provided for your use. Please note that the information provided is a list of specific issues discussed and is not intended to replace the final condition letter that will be provided to you when a formal application is submitted and reviewed. We hope that you find this information helpful and informative as you proceed through the permitting process. If you have any questions or concerns regarding these notes, please do not hesitate to contact the appropriate staff member or me directly at (253) 770-3330, GClark@PuyallupWA.gov. We look forward to working with you on the completion of this project.

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## **ACTION ITEMS**

### **Planning Review - Rachael N. Brown ; (253) 770-3363 ; RNBrown@PuyallupWA.gov**

- Plants section is not filled out 4.a. [SEPA Checklist, 6 of 14]
- SEPA Checklist will need to be signed and dated when official submitted [SEPA Checklist, Pg. 13 of 14]
- Landscape plan is missing from package
- Industrial Design Review supplemental application form is missing from package. Please see supplemental form in documents and images section of permits portal. Additional submittal items will be required to be included with the design review supplement. This is not a separate permit application; this is a supplement to your preliminary site plan permit application.
- Aquifer Recharge area critical area report in accordance with PMC 21.06.530 and 21.06.1150 is missing from package. See pre-app notes for previous pre-app P-21-0089.

### **Building Review - David Leahy ; (253) 435-3618 ; DLeahy@PuyallupWA.gov**

- When ready to submit for permits they must be per the current Codes in place at the time of a complete submittal. Plans must be complete with all building, plumbing, mechanical, energy items and all required accessibility shown on the plans.
- This new building would need to be done by a licensed architect and engineer and all plans must be stamped with their seals.
- Depending on type of roof structure to be used, if trusses then truss specs must be submitted at time of a complete submittal and be stamped by the truss engineer.
- Since this will have office space must show all the requirements for the charging station that is required in IBC section 429 of the Washington State amendments on the plans.

**Fire Review - David Drake ; (253) 864-4171 ; DDrake@PuyallupWA.gov**

- 1. A fire hydrant will be required on 23rd street SE.
- 2. Propane tanks will need to comply with NFPA, IBC, and IFC.
- 3. Comply with all State codes.
- 4. A fire sprinkler system will be determined by water availability at the new fire hydrant.
- 5. Electronic gates will require battery backup and KNOX override for fire department access.
- 6. Propane tank will be required to be anchored to a footing or slab.
- 7. If the Propane tank is underground an engineered design will be required for securing the tank.
- 8. Propane tank is in Lahar Zone.

**Engineering Review - Anthony Hulse ; (253) 841-5553 ; AHulse@PuyallupWA.gov**

- CIVIL PERMIT APPLICATION
  - Civil engineering drawings will be required for this project prior to issuance of the first building permit (The city has transitioned to electronic review. Please reach out to the city permit technicians at PermitCenter@PuyallupWA.gov and they will guide you how to submit). Included within the civil design package will be a utility plan overlaid with the landscape architects landscaping design to ensure that potential conflicts between the two designs have been addressed. 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 plan review fee is \$670.00 (plus an additional per hour rate of \$130.00 in excess of 5 hours). The Civil permit shall be \$300.00 and the inspection fee shall be 3% of the total cost of the project as calculated on the Engineering Division Cost Estimate form. [City of Puyallup Resolution No. 2098]
  - Civil Engineering drawings shall conform to the following City standards Sections 1.0 and 2.0:
    - o Engineering plans submitted for review and approval shall be on 24 x 36-inch sheets.
    - o Benchmark and monumentation to City of Puyallup datum (NAVD 88) will be required as a part of this project / plat.
    - o 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.
    - o 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.
    - o All applicable City Standard Notes and Standard Details shall be included on the construction plans for this project. A copy of the City Standards can be found on the City's web site under Office of the City Engineer, Engineering Services.
- Frontage Code:
  - New Commercial/Industrial Buildings or Expansion of Existing buildings:
    - Any person or entity who constructs or causes to be constructed any new

commercial/industrial building or expansion of an existing commercial/industrial building either of which have a structure improvement value exceeding \$200,000 in valuation shall construct curb, gutters, planter strips, street trees, sidewalks, storm drainage, street lighting, and one-half street paving (only required if the existing pavement condition is poor) in accordance with the city's Public Works Engineering and Construction Standards and Specifications. The frontage improvements shall be required along all street frontage adjoining the property upon which such building will be placed. Frontage improvements shall also be required where any reasonable access to the property connects to the public right-of-way, although the primary access is located on another parcel. There is no cap on frontage improvements for new buildings or expansion of existing buildings.

#### Fee in Lieu -> Frontage Improvements

a. The applicant may request and submit justification to pay a fee rather than constructing all or part of the required frontage improvements. Allowance of fee-in-lieu shall be at the discretion of the city and may be denied if the city engineer determines it will be more beneficial to the public to have the frontage improvements built along the street frontage adjoining the property or access to the property. The city will consider the following:

- o (i) The feasibility of accurately constructing improvements both horizontally and vertically to effectively drain runoff;
- o (ii) Whether constructed improvements can transition and connect smoothly with existing adjacent sites; and
- o (iii) Whether other frontage improvements will likely connect into the applicant's required improvements within a reasonable time frame.

b. The justification to allow use of the fee-in-lieu program shall not be based on cost savings to applicant in comparison with constructing required improvement adjacent to the property. The program will be administered with the following conditions:

- a. (i) Fees collected will be used towards pedestrian safety improvements, which could include lighting in the vicinity, ideally within one-half mile but up to one mile, from the contributing parcel in order to ensure that the improvements maintain a sufficient nexus to the project.
- b. (ii) Fees for residential infill lots and commercial tenant improvements shall be based on linear frontage of developing parcel. The fees will be posted on the city's web page, "Fee-In-Lieu Program" and are initially set at \$200.00 per linear foot of frontage where no concrete curb exists and \$100.00 per linear foot with existing curb. The fees will be adjusted annually according to construction cost indices. If use of the fee-in-lieu program is for only a portion of the required frontage improvements, the fee will be established at an adjusted rate by the city engineer. If used for required frontage improvements from land subdivisions (formal plats, short plats, or binding site plans) and new commercial/industrial developments the fee will be developed based on the costs of installing the required improvements along the frontage of the development.
- c. (iii) The fees shall be capped at 15 percent of remodel or project valuation.
- d. (iv) Dedication of necessary right-of-way shall not be deferred or satisfied through payment of a fee-in-lieu.
- (v) The city shall track the collection of fees and the location of improvements funded by fees collected

- **WATER**

Water Within City Service Area:

- The proposed water system shall be designed and constructed to current City standards. [PMC 14.02.120]
- Water to the site is to be provided by the City of Puyallup. There is a 12" cast iron pipe within 23rd St SE.
- Applicant shall provide backflow protection on the domestic line with the installation of a double check valve assembly (DCVA) on the domestic connection to the public water main, if

one does not current exist. A plumbing permit is required for this work to be completed; and the unit should be located outside the building, immediately downstream of the existing water meter if possible. An RPBA would be required for the following uses found here, specifically under table 13. [PMC 14.02.220(3) & CS 302.2]

- The applicant shall provide and install the water meters required to service the site. [PMC 14.02.120(f) & CS 301.3]

If a fire sprinkler's is required, see the notes below:

- The domestic service line and fire system service line shall have a separate, independent connection to the supply main. If a separate fire line is to be utilized, a Double Check Valve Assembly (DCVA) will be required near the property line at the point of connection to the public main. The fire sprinkler double detector check valve assembly (DDCVA) may be located either inside, or outside, of the building. The 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. A post indicator valve (PIV) shall be provided for the fire sprinkler system in advance of the DDCVA. [PMC 14.02, CS 302.3, & CS 303]
- Fire hydrants shall be placed so that there is a minimum of 50-feet and a maximum 150-feet of separation from hydrants to any building walls. [PMC 16.08.080 & CS 301.2, 302.3]
- The Fire Department Connection (FDC) shall be located no closer than 10-feet and no further than 15-feet from a fire hydrant. [CS 302.3]

- SEWER

- The proposed sewer system shall be designed and constructed to current City standards. [PMC 14.08.070]
- Sewer to the site is to be provided by the City of Puyallup. There is an 8" PVC pipe within 23rd St SE. It appears that a gravity sewer connection is viable as the manhole depth per my mapping system shows a depth of approximately 109" ie 9.08'.
- A separate and independent side sewer will be required from the public main to all building sites for each proposed lot. Side sewers shall be extended from the main 15-feet beyond the property line at the building site and shall be 6-inch minimum diameter with a 0.02 foot per foot slope. [PMC 14.08.110 & CS 401(7)]
- 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(6)]
- The construction of an area drain for the trash enclosure, if proposed, will require the enclosure to be covered to prevent stormwater infiltration into the sewer system.

- STORMWATER

- Design shall occur pursuant to the 2012 Stormwater Management Manual for Western Washington as amended in December, 2014 (The 2014 SWMMWW). Note that the city is adopting the 2019 Ecology manual in June of 2022. Vesting to an Ecology manual is granted with an approved permanent stormwater plan as part of a City of Puyallup permit.
- Preliminary feasibility/infeasibility testing for infiltration facilities 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 well (MR1-9) during the wet weather months (December 21 through April 1).
  - Hydraulic conductivity testing:
    - o If the development triggers Minimum Requirement #7 (flow control), if the site soils are consolidated, or is encumbered by a critical area a Small Scale Pilot Infiltration Tests (PIT) during the wet weather months (December 21 through April 1) is required.
    - o If the development does not trigger Minimum Requirement #7, 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.

- The applicant is responsible for submitting a preliminary stormwater management site plan which meets the design requirements provided by PMC Section 21.10 and Ecology Manual Volume I, Section 2.5.1. The preliminary stormwater site plan (PSSP) shall be submitted prior to Preliminary Site Plan approval to ensure that adequate stormwater facilities are anticipated prior to development of the individual lot(s). The preliminary stormwater site plan shall reasonably estimate the quantity of roof and driveway stormwater runoff and the application of On-site Stormwater Management BMPs for the proposed development.

- The applicant shall include a completed stormwater flowchart, Figure 3.1, contained in Ecology's Phase II Municipal Stormwater Permit, Appendix I with the stormwater site plan. The link below may be used to obtain the flowchart:

<https://ecology.wa.gov/DOE/files/7a/7a6940d4-db41-4e00-85fe-7d0497102dfd.pdf>

- Public right-of-way runoff shall be detained and treated independently from proposed private stormwater facilities. This shall be accomplished by providing separate publicly maintained storm facilities within a tract or dedicated right-of-way; enlarging the private facilities to account for bypass runoff; or other methods as approved by the City Engineer. [PMC 21.10.190(3)]

- The following items shall be included at the time of Civil permit submittal:

- o A permanent storm water management plan which meets the design requirements provided by PMC Section 21.10. The plan and accompanying information shall provide sufficient information to evaluate the environmental characteristics of the affected areas, the potential impacts of the proposed development on surface water resources, and the effectiveness and acceptability of measures proposed for managing storm water runoff. The findings, existing and proposed impervious area, facility sizing, and overflow control shall be summarized in a written report. [PMC 21.10.190, 21.10.060]

- o A written technical report that clearly delineates any offsite basins tributary to the project site and includes the following information: [PMC 21.10.060]

- o the quantity of the offsite runoff;

- o the location(s) where the offsite runoff enters the project site;

- o how the offsite runoff will be routed through the project site.

- o the location of proposed retention/detention facilities

- o and, the location of proposed treatment facilities

- 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:

<http://www.ecy.wa.gov/programs/wq/stormwater/construction/>

- FEES

- Water and sewer connection fees and systems development charges are due at the time of building permit issuance and do not vest until time of permit issuance. Fees are increased annually on February 1st. To obtain credit towards water and sewer System Development Fees for existing facilities, the applicant shall provide the City evidence of the existing plumbing fixtures prior to demolition or removal. A written breakdown of the removed fixture types, quantities, and associated fixture units shall accompany the building permit application and be subject to review and approval by the City. [PMC 14.02.040, 14.10.030, PMC 14.02.040]

- Stormwater system development fees are due at the time of civil permit issuance for

commercial projects and at the time of building permit issuance for single family or duplex developments and do not vest until time of permit issuance. Fees are increased annually on February 1st. The City will assess the amount of existing credits applied to the project based on how many credits the property is currently being billed for. [PMC 14.26.070]

?Water

- A water system development charge (SDC) will be assessed based on the number of plumbing fixture units as defined in the Uniform Plumbing Code. Current SDC's as of this writing are \$4,260.00 for the first 15 fixture units and an additional charge of \$285.42 for each fixture unit in excess of the base 15 plumbing fixture units. [PMC 14.02.040]

?Sewer

- A sanitary sewer system development charge (SDC) will be assessed based on the number of plumbing fixture units as defined in the Uniform Plumbing Code. Current SDC's as of this writing are \$5,890.00 for the first 15 plumbing fixture units and an additional charge of \$394.63 for each fixture unit in excess of the base 15 plumbing fixture units. [PMC 14.10.010, 14.10.030]

?Stormwater

- A Stormwater Systems Development fee will be assessed for each new equivalent service unit (ESU) in accordance with PMC Chapter 14.26. Each ESU is equal to 2,800 square feet of 'hard' surface. The current SDC as of this writing is \$3,560.00 per ESU.

- Questions asked: Can this project apply for SEPA for temporary storage of the propane tank and office building?

Answer: The city does not allow multiple SEPA's for a site or a Phased SEPA approach.

Additionally, the city only allows temporary offices at active construction sites. Coordinate with Rachael with any further SEPA or temporary uses questions that you may have.

**Traffic Review - Bryan Roberts ; (253) 841-5542 ; broberts@PuyallupWA.gov**

- Traffic scoping worksheet will be required. The City policy requires the project trips to be estimated using the Institute of Transportation Engineers' (ITE) Trip Generation, 11th Edition. In general, trip generation regression equations shall be used when the R2 value is 0.70 or greater. For single-family units and offices smaller than 30,000 SF, use ITE's Trip Generation, average rate. The project trips shall be rounded to the nearest tenth. Trip credits would be allowed for any existing development.

The city has adopted a City-Wide Traffic Impact Fee. The project's proportionate share to this fee program would be determined when the traffic scoping worksheet has been submitted. The \$4,500 traffic impact fee per PM peak hour trip shall be paid prior to building permit issuance.

Park impact fee was established by Ordinance 3142 dated July 3, 2017 and shall be charged \$0.87 per sqft of building space.

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 half-street improvements on the following streets:

- o 23rd St SE is a local street, consisting of 34' street with curb, gutter, 5' sidewalks, 7.5' planter strips, and streetlights in a 60' right-of-way. The improvements shall be from street centerline. Assuming a symmetrical cross section, additional right-of-way (ROW) on 23rd St SE may need to be dedicated to the city.

Driveways shall not exceed 50% of overall frontage.

Gates must meet Pierce Co design standards.

Provide AutoTurn analysis to ensure the largest anticipated design vehicle can safely navigate site and driveway access.

Commercial driveway required - minimum width is 30ft