



City of Puyallup
Development Services Center
333 S. Meridian - Puyallup, WA 98371
Tel: (253) 864-4165
Email: PermitCenter@PuyallupWA.gov

PRE-APPLICATION SUBMITTAL REQUIREMENTS

With little lead time prior to these meetings, information provided by City staff is not guaranteed to thoroughly address all issues that may arise concerning a proposal. Applicants are encouraged to bring all necessary representatives to the meeting, particularly those individuals who will actually work on the project during its design/approval phase.

The first pre-application meeting is at no charge to the applicant; however, any subsequent meetings, reviewing the same project, will be billed at a rate of \$40.00 per hour (minimum one hour) for each staff member in attendance.

You are not required to submit engineered or construction plans at this time. You are required to submit however, the following information:

1. A vicinity map showing the property boundaries in relation to the closest streets and major streets in the area.
2. Locations, sizes, and uses for the existing and proposed structures. Indicate gross floor area of each structure and type of construction.
3. Proposed parking layout, including new and existing access points to streets and drive aisles. (if applicable)
4. Existing and proposed utilities/easements on site, including hydrant locations, waterlines, sewer and storm lines, street lights, and any wells and/or septic tanks and drain field areas.
5. Landscaping existing and proposed (if applicable).
6. Proposed location, size and type of solid waste and recycling containers (if applicable).
7. Location of proposed/existing stormwater retention/detention facilities and type of facilities (if applicable).
8. One set of plans. These plans can be conceptual and do not need to be construction quality drawings. However, the more information you provide, the more complete our assessment of your application will be. Your plans should be legible and to scale.

Please submit your application, summary form, site plan, and additional submittal items via the CityView portal.

PURPOSE:

Pre-Application meetings are a valuable tool to help process your application, particularly if:

- You are unfamiliar with City standards or the permits you will need;
- Your proposal is complex or involves multiple approvals;
- You anticipate requesting a deviation and/or a variance from City standards or City Code requirements;
or
- Your proposal requires an environmental checklist application (SEPA) and/or a public hearing.

The meetings will familiarize you with the various elements of the City's permitting process. This includes:

- Meeting the staff coordinating the review of your application upon formal submittal;
- Introducing you to the regulations and plan submittal requirements specific to your proposal;
- Providing you an early opportunity to identify potential major issues; and
- Discussing the plan review process to expedite permit processing and approvals.

Based upon the information provided in your application the City will bring together appropriate representatives from Building, Engineering, and Planning who will be involved with the review of your application. The City will strive to make the meeting informative and efficient to make more effective use of your time and resources.

PROCEDURE:

Pre-application meetings are scheduled at a minimum of three (3) weeks out from when they are submitted to the permit center, subject to calendar availability. We schedule pre-application meetings on a first-come-first-serve basis. You will be notified within two (2) business days of your submittal, of the time and date of your meeting.

For the City to be as responsive as possible to your proposal, the pre-application packet must include the following:

- The fully completed meeting request form
- A vicinity map
- One (1) set of plans for project action. These plans can be conceptual and do not need to be construction quality drawings. The more information you provide, the more complete the city assessment of your application. Your plans should be legible and to scale.

THE MEETING:

At the pre-application meeting, you will be asked to briefly summarize your proposal. City staff will then follow-up with questions and identify major issues and applicable requirements. Your design team (i.e., architects, engineers, etc.) are welcome to attend and participate. At pre-application meetings, the City will provide you with requested copies of applicable City codes and regulations, informational handouts, maps and any required land use or environmental application form(s).

At the typical meeting you can expect to meet:

- A representative of the City's Building Division
- A representative of the City's Building Division who represents Fire issues
- A Planner, representing the Planning Division
- A Development Engineer, representing the Engineering Division
- A Traffic Engineer representing the Engineering Division

LIMITATIONS:

Pre-application meetings are intended to assist the applicant with preparing plans for submittal to the City.

This meeting is not a substitute or a formal review or an acceptance of project plans.

PRE-APPLICATION FORM



Mailing Address: _____ **City:** _____ **Zip:** _____

Phone: (253) 697-1851 _____

E-Mail: _____

REQUESTED DATE FOR MEETING: (NO MONDAY OR FRIDAY MEETINGS)
Provide 3 Options:

1. ___/___/___ Tu-W-Th am/pm 2. ___/___/___ Tu-W-Th am/pm 3. ___/___/___ Tu-W-Th am/pm

APPLICANT REPRESENTATIVES: (Continued on later page)

(1) Name: _____ Firm: _____

Tel: _____ E-Mail: _____

(2) Name: _____ Firm: _____

Tel: _____ E-Mail _____

(3) Name: _____ Firm: _____

Tel: _____ E-Mail _____

Particular Issues to Discuss:

I hereby certify under penalty of perjury that all the foregoing information is true and correct and recognize that any false or misleading information shall nullify the validity of the information provided as a result of this pre-application.

Applicant Signature

Date

SUMMARY FORM

Project Name: _____

Site Address: _____

Parcel No: _____

Person Filing Request: _____

Affiliation to Project: _____

Company: _____

Address: _____

Tel: _____

Description of your proposal:

Single Family Residential (No. of Lots) _____

Multi-Family Residential (No. of Lots) _____

Office/Commercial/Retail (Square Feet) _____

Warehouse/Manufacturing (Square Feet) _____

Mixed Use (Square Feet) _____

Other (No. of units/lots/square feet) _____

Additional Information:

How many access points to the public street does the existing site have and how many are proposed under the proposed application?

Existing: _____ Proposed: _____

For non-single family residential applications only, please identify:

The proposed type of construction (i.e., VN, IIIN): Choose an item.

The proposed size of the building(s):

The proposed occupancy of the structures (i.e., "S", "B", "H"): Choose an item.

Any manufacturing processes proposed?: Yes No

Will you be utilizing fire sprinkler systems: Yes No Do not know, but possible

Will you be storing or using hazardous material: Yes No Do not know, but possible

If yes, type of material stored:

Applicant Representatives at Pre-Application Meeting (Continued from Page 3)

4. Curtis Skolnick - CBRE
5. Brad Shipman - CBRE
6. Marie Henson or Brad Hinthorne - Perkins & Will (Architect)
7. David Nason or Steve Nickison - AHBL (Civil Engineer)
8. Phil Olmstead - Nelson\Nygaard (Parking & Traffic Consultant)
9. Michelle Sarlitto - EA Engineering (Environmental)
10. Matt Nelson or Jim Grimm - McKinstry (MEP Engineer)

Good Samaritan Hospital Campus Parcel Summary			
Parcel #	Area (ac.)	Parcel #	Area (ac.)
9810000130	0.26	7790000566	3.51
9810000140	0.09	7790000565	1.09
9810000151	0.26	9810000014	3.90
9810000161	0.2	9810000015	6.56
9810000120	0.43	9810000016	0.05
9810000101*	1.00	9810000643	0.44
7766000010*	0.24	9810000644	0.65
7766000020*	0.1	9810000645	0.23
7766000030*	0.07	7080000251	3.32
0420342141	0.17	7080000181	0.26
0420342112	0.46	7080000182	1.71
0420342081	0.32	0420342146	1.46
0420342104	0.25	0420342147	1.96
0420342124	0.03	0420342148	0.77
0420342035	0.22	0420342151	0.79
7080000132	1.57	0420342150	0.76
7790000558	0.42	0420342149	0.65
7790000554	1.66	Total Acres	35.86

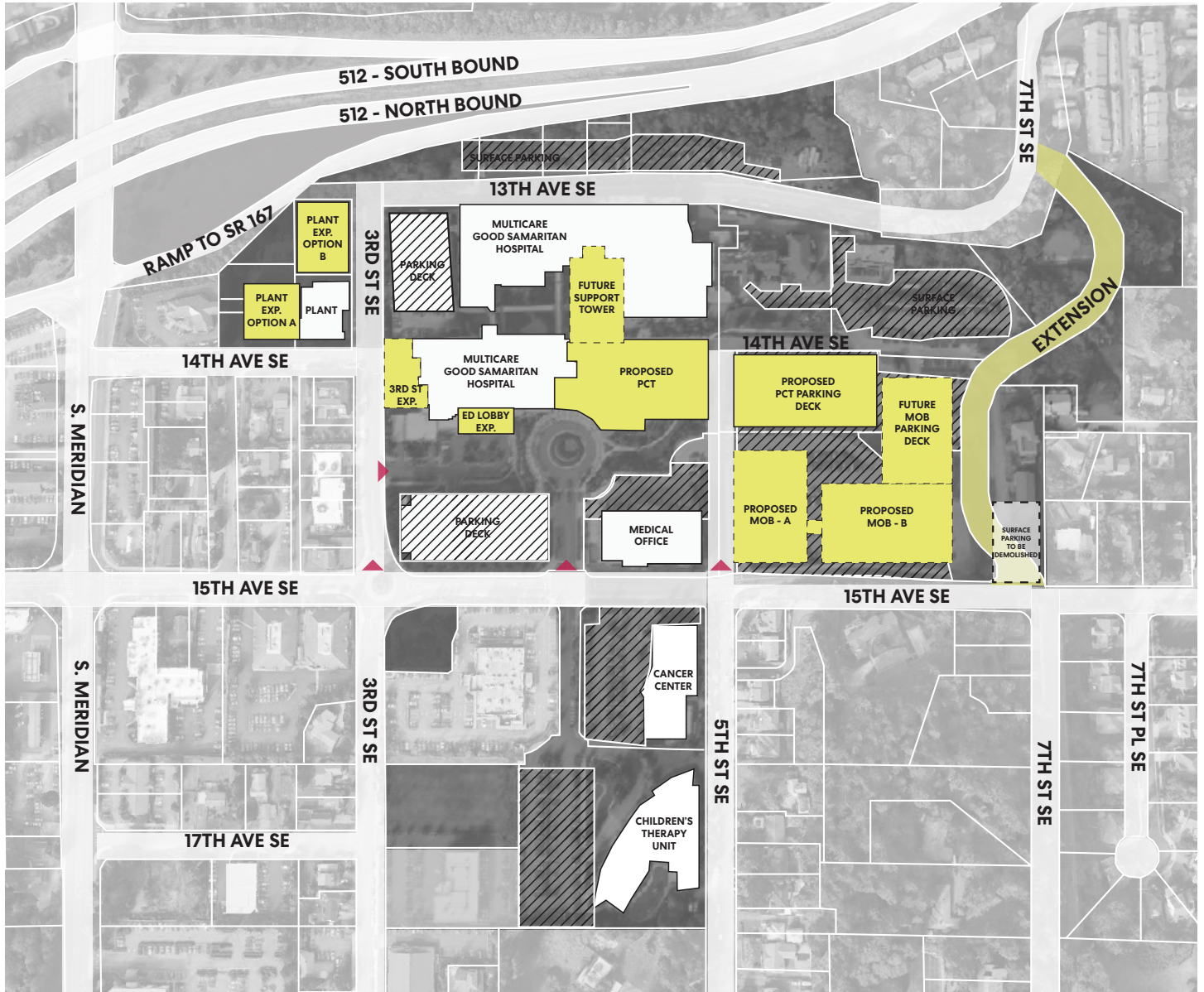
Good Samaritan Hospital Master Plan Proposed New Buildings Summary			
Initial Phase		Future Phases	
Building	SF	Building	SF
Central Plant Expansion	2,000	Medical Office Bldg A	100,000
ED Entry Expansion	2,000	Medical Office Bldg B	100,000
Patient Care Tower	240,000	Central Support Tower	90,000
		3rd St. Expansion	30,000
Total Initial Phase	244,000	Total Future Phases	320,000
Total Proposed Building Square Footage		564,000	
Initial Phase Parking		Future Phase Parking	
PCT Parking Garage	110,000	MOB Parking Garage	260,000

**All square footages are approximate based on current projections.*

Particular Items to Discuss (Continued from Page 3)

- 1) What does the City envision for engagement with the Planning Commission prior to the public hearing? Is a series of briefings anticipated? Will staff be making a formal recommendation to the Planning Commission?**
- 2) We were told previously that a Neighborhood Vicinity Meeting would be required. What are the requirements for community notification and hosting this meeting?**
- 3) A Development Agreement accompanied the 2007 Master Plan. Is the City open to considering a Development Agreement proposal for this Master Plan? We would like to address topics like vesting and site-specific development standards.**
- 4) We would like to discuss the anticipated SEPA process and potential for a checklist and MDNS.**
- 5) The Planning Commission work program notes that there could be changes to the master plan requirements. What is the status of this effort? Are there any other code changes the GSH team should be aware of?**
- 6) The City previously accepted GSH's Commute Trip Reduction (CTR) program to satisfy the master plan requirement for a TMP. Will the City continue to accept the CTR program to meet this requirement?**

1. Vicinity Map

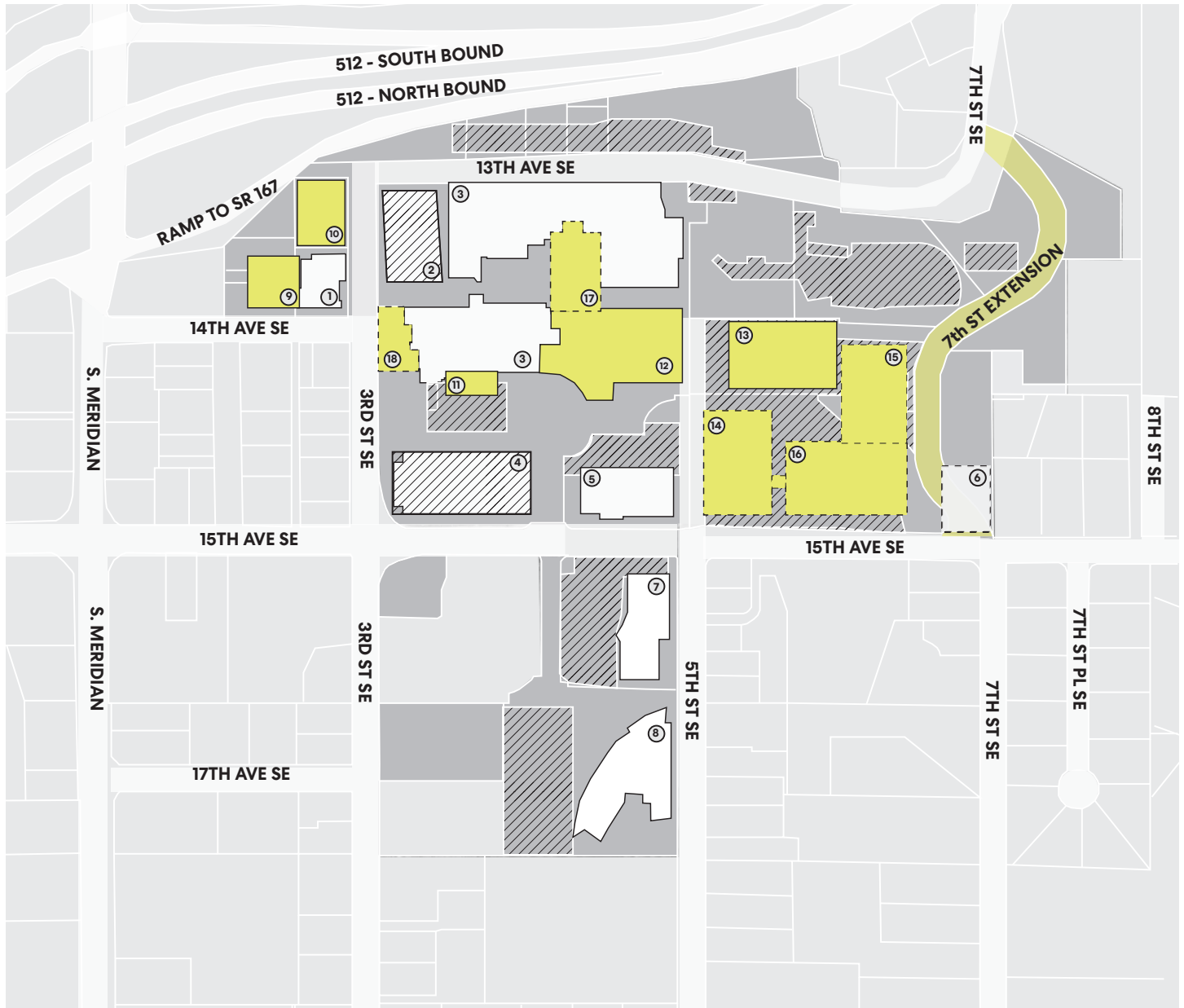


Legend

- Existing
- To Be Demolished
- Initial Proposed Phase
- Future Proposed Phase
- Parking



2. Existing and Proposed Structures

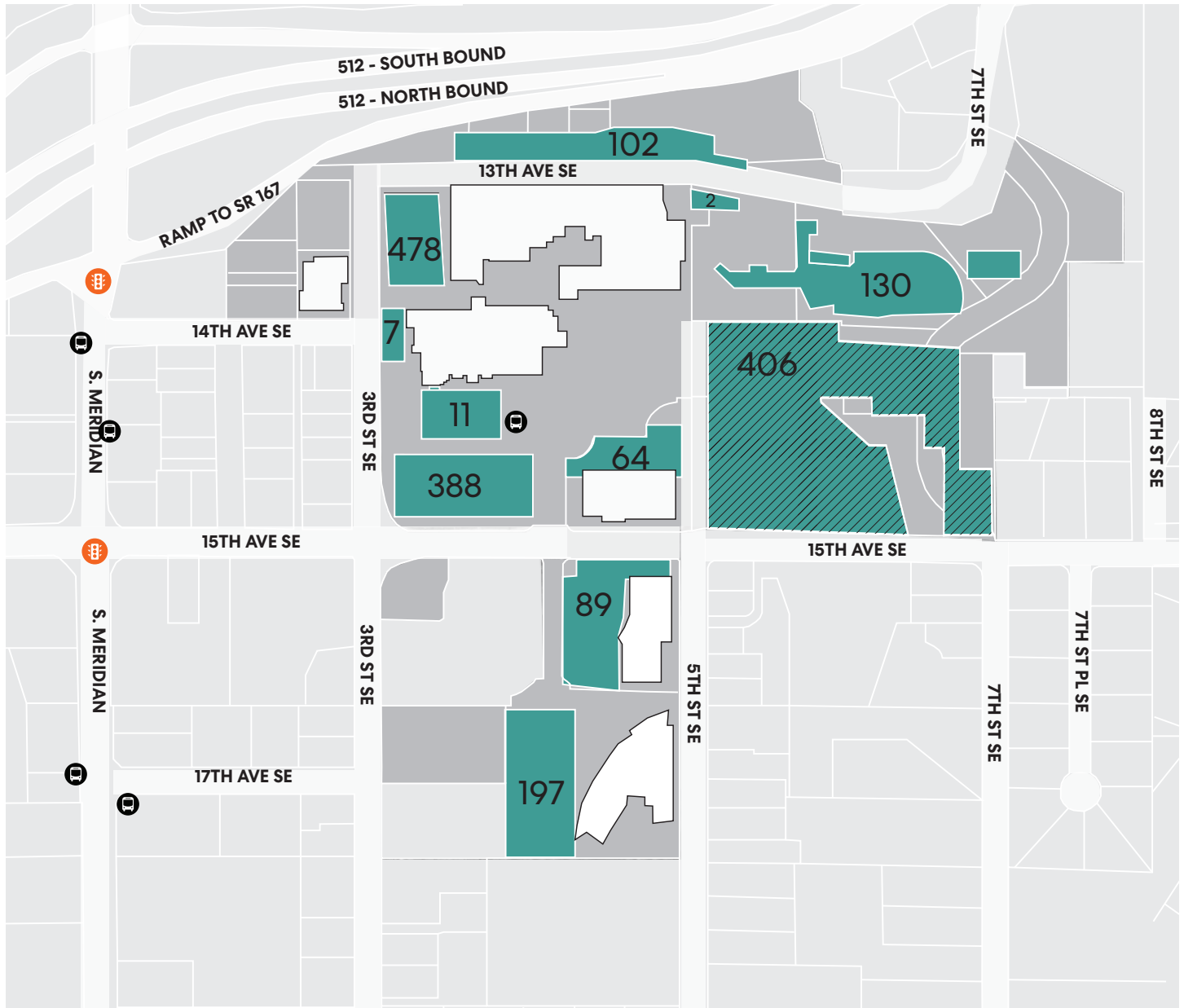


Legend

- | | | |
|------------------------|---------------------------------------|--|
| Existing | Existing | Proposed Initial Phase |
| To Be Demolished | 1. Central Plant | 9. Central Plant Expansion - Option A |
| Initial Proposed Phase | 2. Parking Deck | 10. Central Plant Expansion - Option B |
| Future Proposed Phase | 3. Good Samaritan Hospital | 11. ED Lobby Expansion |
| Parking | 4. Parking Deck | 12. Patient Care Tower |
| | 5. Medical Office Building | 13. PCT Parking Garage |
| | 6. To Be Demolished - Surface Parking | Proposed Future Phase |
| | 7. Cancer Center | 14. Medical Office Building A |
| | 8. Children's Therapy Unit | 15. MOB Parking Garage |
| | | 16. Medical Office Building B |
| | | 17. Support Tower |
| | | 18. 3rd Street Expansion |



3a. Existing Parking Layout



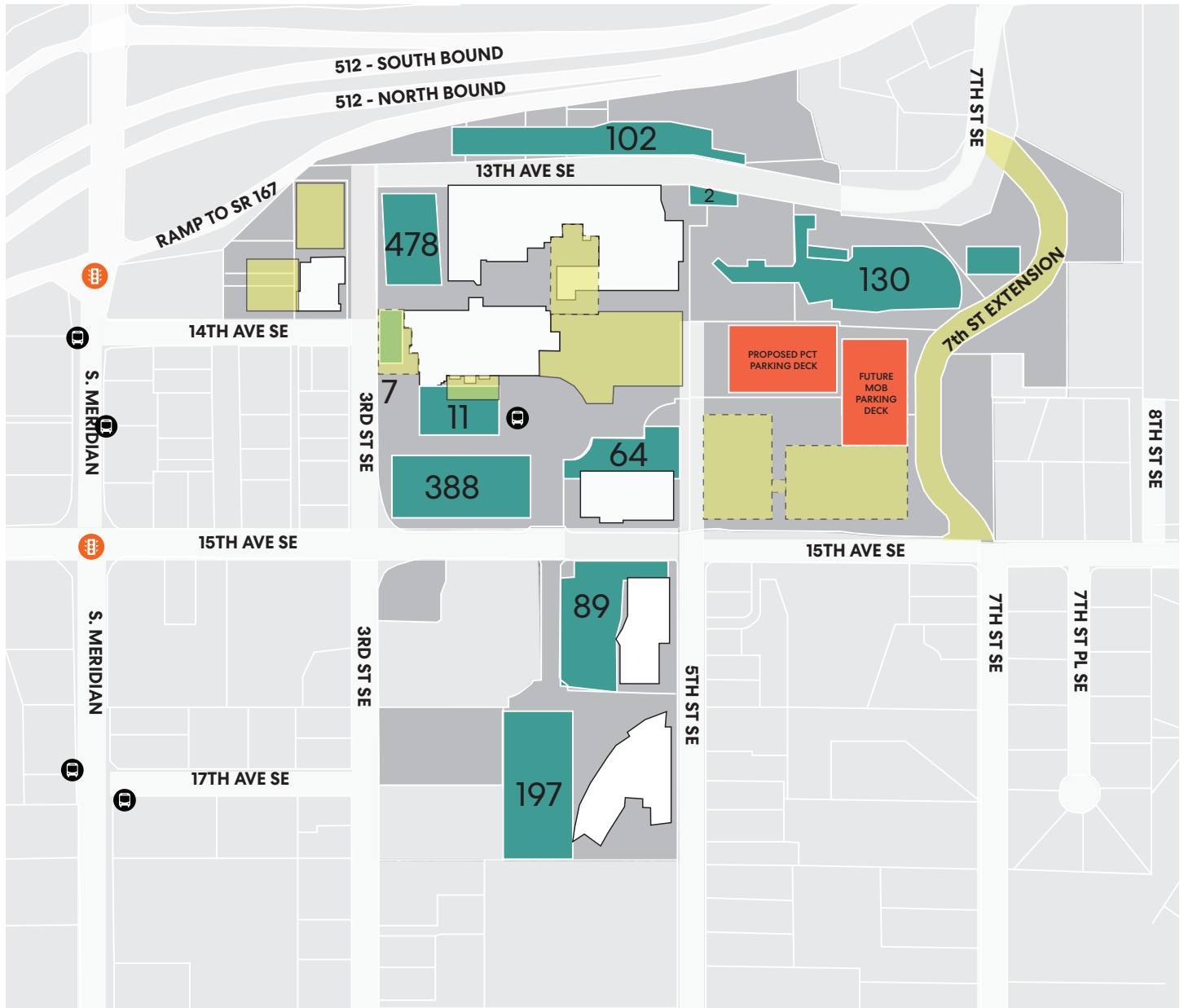
Legend

Total Existing Parking = 1,945

- Existing Parking
- Parking to be Demolished
- Ⓣ Traffic Signal
- Ⓜ Transit Stop
- # Parking Count



3b. Proposed Parking Layout



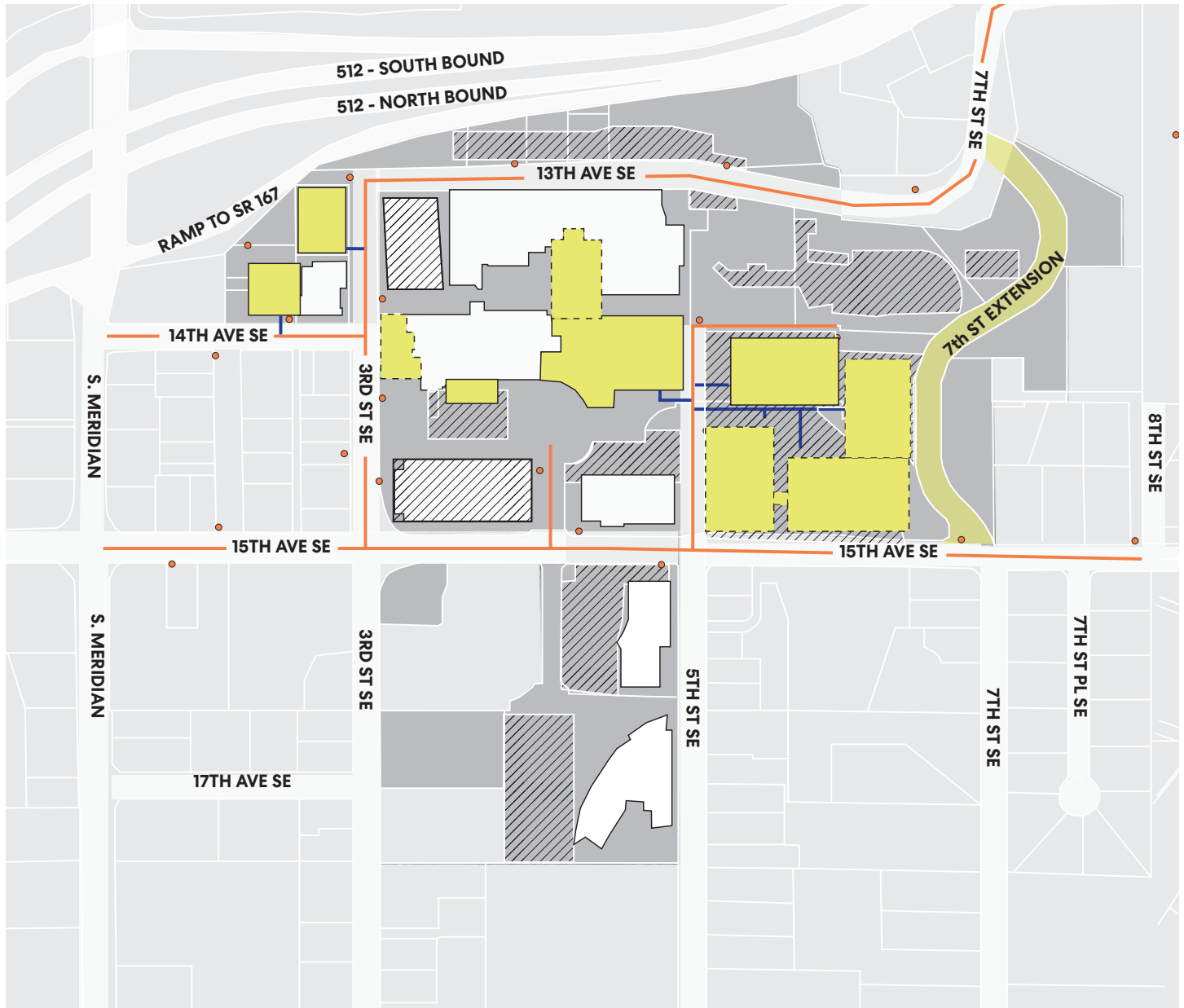
Legend

- Existing
- To Be Demolished
- Initial Proposed Phase
- Future Proposed Phase

Total Proposed Parking = XX

- Existing Parking
- Proposed Parking
- Traffic Signal
- Transit Stop
- Parking Count



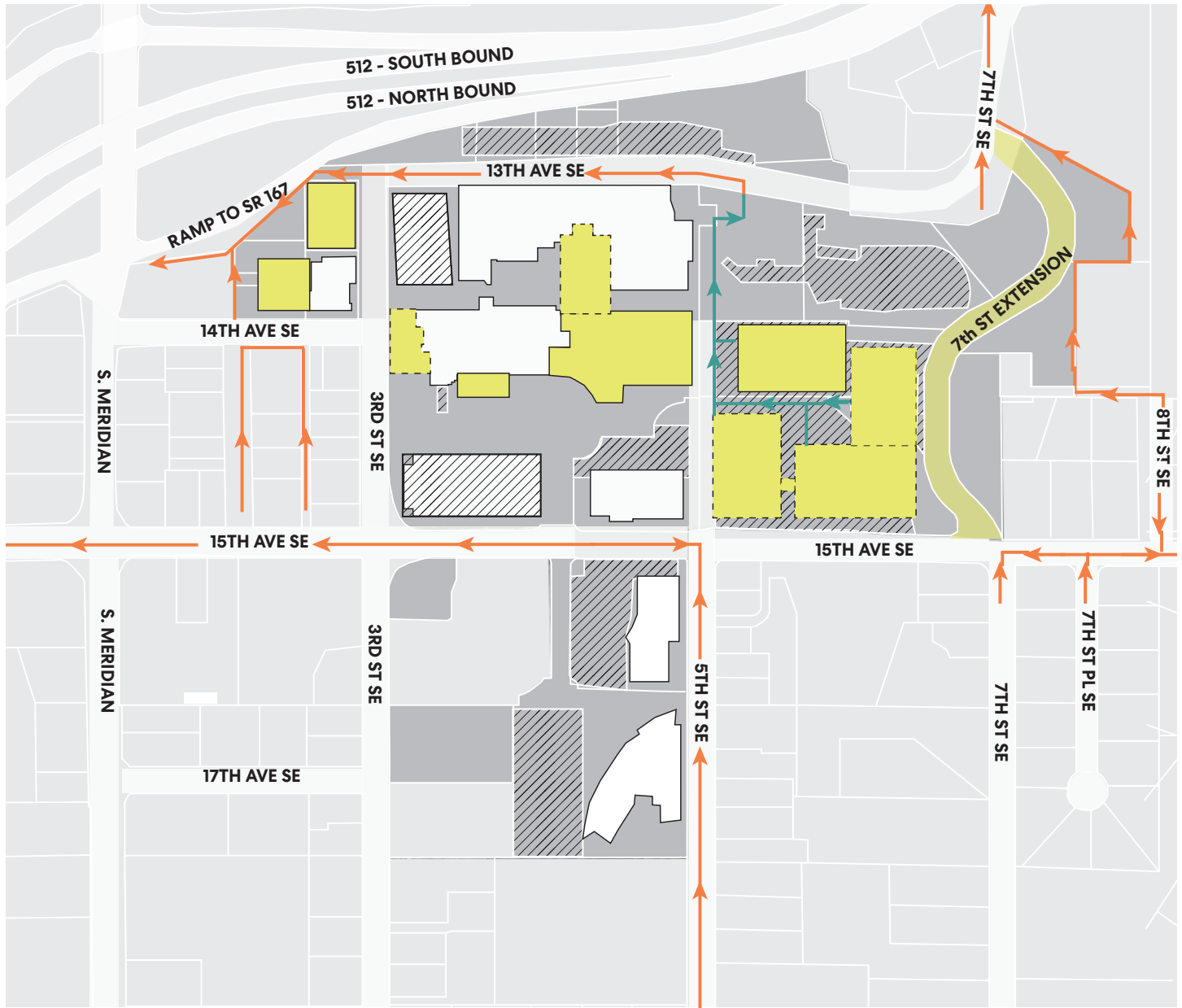


Legend

- Existing
- To Be Demolished
- Initial Proposed Phase
- Future Proposed Phase
- Parking
- Existing Watermain
- Proposed Watermain/Water Service
- Existing Fire Hydrant



*Potential utility relocations as required by final building designs.



Legend

-  Existing
-  To Be Demolished
-  Initial Proposed Phase
-  Future Proposed Phase
-  Parking
-  Existing Sanitary Sewer Main
-  Proposed Sanitary Sewer Main



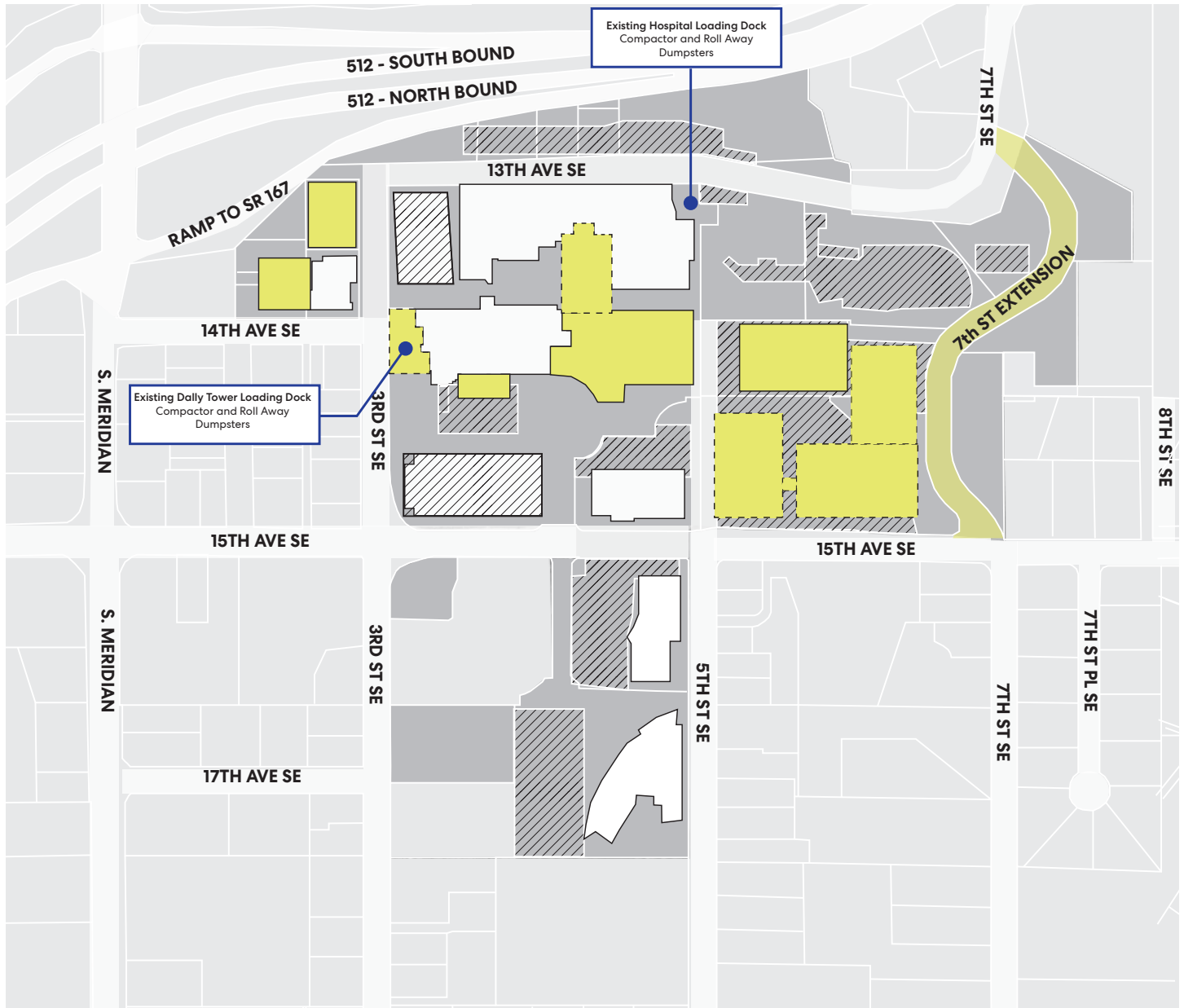
*Potential utility relocations as required by final building designs.



PUYALLUP
WASHINGTON

The campus will adhere to the Puyallup Municipal Code, Chapter 20.58 Landscaping Requirements and any subsequent revisions applicable at the time of Master Plan approval.

6. Proposed Waste Management

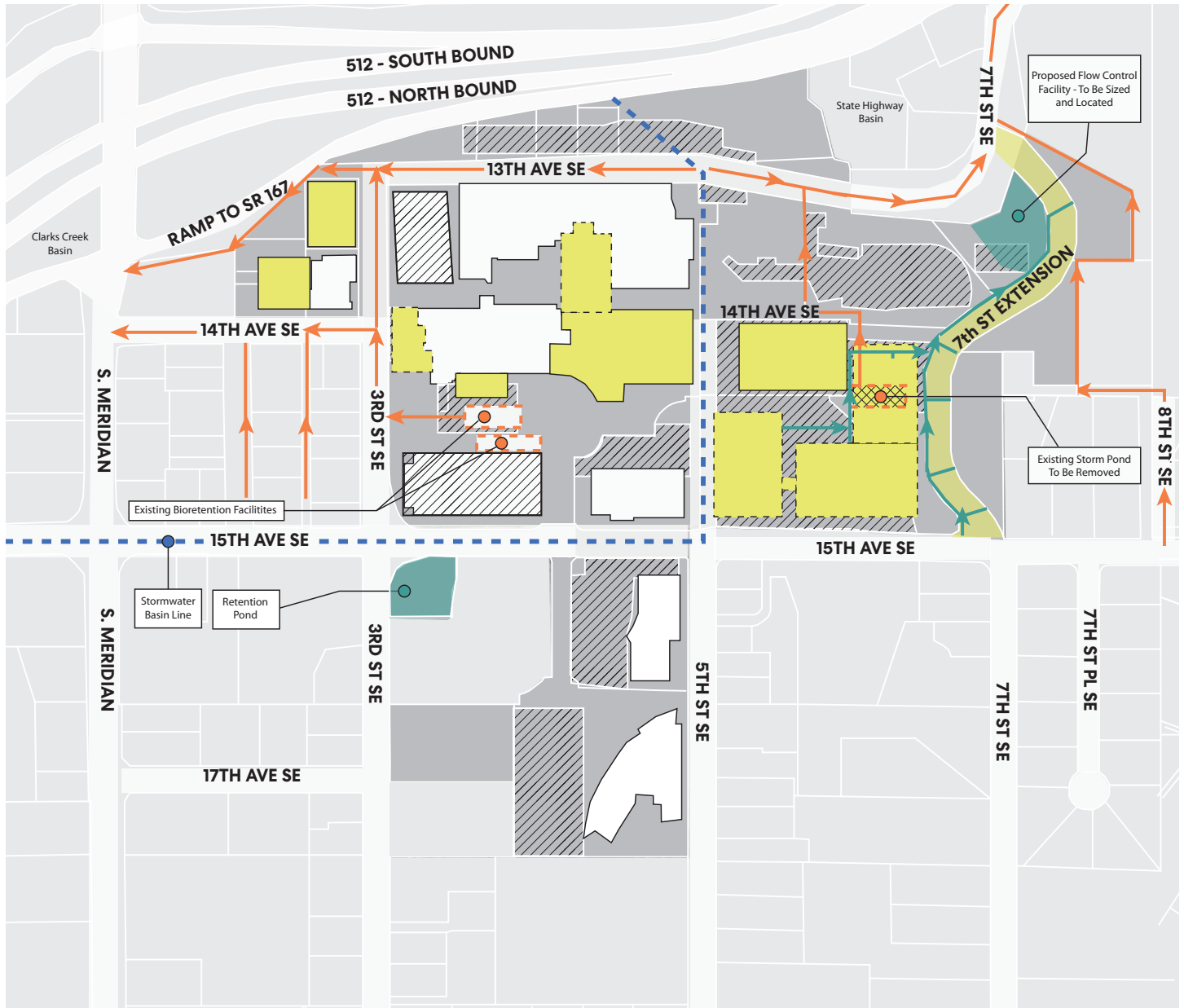


Legend

- Existing
- To Be Demolished
- Initial Proposed Phase
- Future Proposed Phase
- Parking



7. Existing and Proposed Stormwater Treatment



Legend

- Existing
- To Be Demolished
- Initial Proposed Phase
- Future Proposed Phase
- Parking
- Existing Detention Pond/
Bioretention Cell
- Proposed Detention Pond
- Stormwater Basin Boundary
- Existing Storm Sewer
- Proposed Storm Sewer

