



City of Puyallup

Planning Division

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December 02, 2022

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Sumner, WA 98390

DEVELOPMENT REVIEW TEAM (DRT) LETTER	
DRT #	1
PERMIT #	PLCUP20220128
PROJECT NAME	Puyallup School District Kessler Center Parking Lot Expansion
PERMIT TYPE	Conditional Use Permit
PROJECT DESCRIPTION	The Puyallup School District intends to convert the newly acquired vacant 4.5 acre parcel at APN 0419043115 to a parking lot to accommodate the small bus fleet from the Downtown School District Campus (approximately 60 vehicles) and provide additional parking for the bus drivers who currently report to the Downtown Campus.
SITE ADDRESS	1501 39TH AVE SW, PUYALLUP, WA 98373;
PARCEL #	0419043115; 0419043117;
ASSOCIATED LAND USE PERMIT(S)	P-21-0132
APPLICATION DATE	August 08, 2022
APPLICATION COMPLETE DATE	August 12, 2022
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.
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>
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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 Review - Rachael N. Brown; (253) 770-3363; RNBrown@PuyallupWA.gov

- Additional Submittal Item Required: Existing trees on the site which are larger than 15" in Diameter at Breast Height (DBH) are considered to be 'significant trees' and must be retained, where possible. If your site includes any significant trees, then you must include a tree risk assessment completed by a certified arborist and provided with your land use application and civil construction permit landscape plan.
- Bus parking lot to the north is missing required type IV landscaping for parking areas. [Site Plan, Sheet C3-302]
- Where electric vehicle charging stations are provided in parking lots or parking garages, excluding garages in single-family residences, accessible electric vehicle charging stations shall be provided according to the ratios shown in the table 20.56.030 (2). See this code section for specific design instructions for accessible EV stalls.
- Provide level of EV charging station anticipated. Review PMC 20.56 for regulations for EV charging stations. [site plan, sheet C3-302]
- Change bio-retention swale landscaping to type SLD-02 Landscaping in storm water control facilities. All bio-retention swales on site must follow SLD-02 landscape standards. SLD-02 standards can be found in City Vegetation Management Standards Manual (VMS) pg 44 [Landscape Plan, sheet L1.00]
- all new and replaced utility lines must be located outside of required landscape beds unless it can be demonstrated that no other feasible alternative exists. See VMS Pg 25
- Erosion control grass seed mix only permitted where necessary to stabilize steeply sloped areas. All other landscaping areas that are not covered by buildings or pavement shall be landscaped using appropriate shrubs, ground covers and trees. Landscaping shall be sufficient to achieve 75 percent coverage within a three-year period [Landscape Plan, sheet L1.00]

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

- Must show all additional accessible parking spots as defined in the IBC along with WA. ST. amendments. Also there is going to be a big change in the requirements for electrical charging stations effective July 1, 2023 per WAC 51-50-0429. So may want to do the design to reflect those new requirements if submitting for a permit after that date.

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

- 1) Must comply with International Fire Code provisions adopted by the State and City of Puyallup.

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

- As of 7/1/22, the city has adopted the 2019 Ecology Manual. Please update the references in the preliminary storm plan from 2014 to 2019. See page 10, 11, 12, etc, of the report.
- Provide the WHMM calculation printout to show that the infiltration trenches are feasible, infiltrate 100% and meet the flow control standard.

- The adjacent site to the west determined relatively infeasible soil rates for shallow infiltration. Moderate infiltration was present in the vashon advance outwash. The geotech report mentions "Locating and constructing infiltration trenches with a variable base depth can be challenging and additional subsurface exploration and infiltration testing will be required for facilities planned in Vashon advance outwash." Provide further justification regarding the feasibility of shallow infiltration feasibility with additional testing. Ensure the test pit is proposed at the proposed elevation of the infiltration trenches.
- Provide the WWHM modeling calculation for the sizing of the bioretention facilities.
- Provide the WWHM modeling calculations showing the project meeting the flow control requirements of the Ecology manual.
- What is the proposed phase 2 of the project proposal?
- Coordinate with Costco regarding re-directing the stormwater flows from the cul-de-sac to the east to the catch basin to the east. This stormwater will be directed towards Costco's private pond rather than bypassing through the proposed parking lot. This coordination may require an agreement between the City of Puyallup and Costco. Provide a narrative regarding this cul-de-sac stormwater discharge during the next submission [Civils, pg 6]
- Provide an agreement from the owners of 1201 39th Ave SW, that the overflow of the infiltration trenches can be conveyed to the existing pond. [Civils, pg 6]
- Remove this sheet, it appears to be a duplicate of sheet 2 with less information. [Civils, pg 1]
- Provide a vicinity map for the project. [Civils, pg 2]
- provide the new square footage of the parcel. [civils, pg2]
- Update the language for MR 9 as the city uses the 2019 Ecology manual, not the Pierce County Stormwater Manual. [Drainage report, pg 14]
- Provide the square footage of impervious surfaces proposed by this development. [civils, pg 6]

- General Comments
 - Per previous comments, provide AutoTurn analysis assuming the largest anticipated design vehicle. Likely Thomas HDX w/277" wheelbase.
 - Remove all trees/shrubs located at the SE corner of parcel to improve sight distance for Costco drive isle.
 - Access easement may be necessary in the SE corner of parcel. This easement would allow for possible future re-alignment of the Costco Drive isle (substandard geometry). Access easement would not allow proposed parking lot to access 14th St SW (or Costco property).
 - Southern internal parking lot connection (with parcel #0419043117) is not aligned properly with existing parking infrastructure & proposed internal parking channelization. This alignment will likely cause lane encroachment issues for ingress/egress vehicles.
 - The existing internal access (along the east side of existing building) needs to connect with the proposed northern parking lot connection with a perpendicular approach. The proposed skewed/acute approach geometry will cause sight distance & operational issues (especially for large vehicles). As proposed, drivers will have difficulty turning their heads to scan for adequate gaps in traffic.
 - Civil submittal shall include detailed striping/signage plan.

Traffic Scoping Comments:

- Per previous comments, vehicle trip credits cannot be moved between projects/parcels. Update traffic scoping document to reflect this.
- Proposed 188 additional parking spots (60 parking spots for buses + 128 parking stalls for staff) not consistent with scoping narrative & trip generation assumptions.
- Per the project narrative, 64 bus drivers will be relocated from the downtown bus barn to this to this facility. The assumed LUC 528 (School District Office) is meant to represent administrative office functions. Additional office space has not been proposed by this project. Bus storage/logistics are not represented by this ITE land use.
 - Inbound/outbound buses + inbound/outbound personal vehicles need to be accounted for in trip generation assumptions.
 - Please reference Traffic Impact Study from Milford, CT Bus Depot at 615 Plains Rd.
 - TIA completed by Benesch in May 2022.
 - Update traffic scoping worksheet & study intersections accordingly.
- Provide more narrative on how trip distribution was determined.
- More narrative needed for how ongoing fleet repairs, maintenance, and fueling activities impact vehicle trips to/from this site.
- Scoping site plan does not match preliminary site plan.
- Resubmit traffic scoping document for review prior to starting TIA.

Traffic analysis

- City can provide signal timing for signals within study area.
- Need to measure existing queue lengths at study intersections
- Delay analysis shall account for unserved demand where applicable.

- use 3% annual growth rate (3 year horizon).
- The operational analysis at 17th St SW & 39th Ave should evaluate existing NB/SB channelization. Analysis needs to evaluate SBL & NBL turn pockets.
- report 95th percentile queuing & approach delay.

CONDITIONS

Engineering Division - Bryan Roberts; 2538415542; broberts@PuyallupWA.gov

- Standard Conditions: Traffic Impact fees (TIF) will be assessed in accordance with fees adopted by ordinance, per PMC 21.10. Impact fees are subject to change and are adopted by ordinance.

Engineering Division - Rachael N. Brown; 2537703363; RNBrown@PuyallupWA.gov

- Submit With Civil Permit Application: 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.

Sincerely,
Rachael N. Brown
Associate Planner
(253) 770-3363
RNBrown@PuyallupWA.gov