



City of Puyallup

Planning Division

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

www.cityofpuyallup.org

February 06, 2024

Matt Reeves
209 Prospect Street
Bellingham, WA 98225

DEVELOPMENT REVIEW TEAM (DRT) LETTER	
DRT #	2
PERMIT #	PLPSP20230096
PROJECT NAME	PSE OTC
PERMIT TYPE	Preliminary Site Plan
PROJECT DESCRIPTION	Land use submission for PSE OTC project per pre-application meeting PLPRE20220160.
SITE ADDRESS	325 TODD RD NW, PUYALLUP, WA 98371;
PARCEL #	0420211030;
ASSOCIATED PERMIT(S)	PLPRE20220160; PLLC20230017; E-19-0538; PRAMR20231722; PRCNC20231747
APPLICATION DATE	August 30, 2023
APPLICATION COMPLETE DATE	September 13, 2023
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	Active permit application, not approved; 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. 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.

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. 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.

The City has completed the review of the above-mentioned permit submittal. All of your review comments, conditions, and redlined plans can be found on the [City's permit portal](#). Redlined plans can be found on the City's Permit Portal in the "Reviews" section under "Documents Returned for Corrections". Below please find the permit submittal review comments from your review team and re-submittal instructions. Should you have any questions regarding the review comments, please contact the plan reviewer associated with the comment listed below.

Re-submittal Instructions

To resubmit, you must respond to all comments in a written response letter and submit a letter of transmittal. Letter of transmittal and response letter must be submitted to the 'Correction Response Letter' item listed in the submittal items list. Avoid using "upload additional docs" unless there is NO submittal item available for your document. Please Note: If you do not resubmit as instructed your re-submittal will be rejected. If you have any questions about how to resubmit, please contact the permit center at permitcenter@puyallupwa.gov.

- 1 Log in to your permits portal and navigate to the [status page](#) for this permit. Under the 'Upload Documents' section, select 'click here to upload document'.
- 2 For each submittal item listed re-submit a new version of the submittal item by clicking the "New Version" button next to the file name of the original file submitted. DO NOT click the 'browse' button unless the document you are submitting for that submittal item is not a new version of the originally submitted document.
- 3 Click 'Upload Documents' at bottom of the page.

How to use this letter

This review letter includes two sections: **“Corrections”** and **“Conditions”**.

The **“Corrections”** 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.

Corrections

External Agency Review - Josh Kubitzka; (253) 284-0214; jkubitzka@ahbl.com

- A second third-party review for the revised Wetland, Stream, Fish and Wildlife Habitat Assessment report and comment response has been completed and can be viewed and reviewed under "Documents & Images" under "Wetland 3rd Party Review letter PSE Cycle 2_012223". Address all third-party review comments and request for revisions.
 1. Provide a table summarizing when DPs were evaluated and whether wetland hydrology indicators were observed.
 2. Correctly label Wetland 1 rating forms

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

- Please use 01.02.18 driveway detail for the western driveway approach unless necessary based on AutoTurn analysis. Our 35ft radius approach is intended for Arterials/Collectors with posted speeds 35mph or higher

A detailed Sight Distance Assessment at the intersection of Todd Road & 4th Street NW will be required with next submittal

When striping/channelization design is submitted during Civil Review, taper on the eastern frontage may require modification based on striping design/requirements.

During Civil review, roadway width will need to be verified (between face of curb). PSP site plans show slightly less than 34ft of width.

- TIA Review Comments:

Trip generation assumptions are approved.

The 7th St NW/Valley Ave TWSC intersection is the only location that requires mitigation to return to pre-development conditions. During the PM peak, project trips increase delay from 41.3s (E) to 55.5s (F). However, please double check how this intersection has been coded in Synchro. Based on the HCM 7 report provided, this intersection was modeled with a 50ft WBL turn pocket. Currently, the WB approach has a center TWLTL that could be utilized for a two-step SBL movement. I suspect this change will bring the intersection into compliance. The other intersections operating below standards during AM/PM peak hour do not trigger mitigation per thresholds documented in our comprehensive plan.

Conditions

Condition Category	Condition	Department	Condition Status
Public Noticing	Public notice sign must be posted on site in a publicly visible location.	Planning Division	Resolved
Public Noticing	Signed Affidavit must be provided.	Planning Division	Resolved
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. The applicant shall pay the proportionate impact fees adopted at the time of building permit application.	Traffic Division	Open
Standard Conditions	Park impact fee was established by Ordinance 3142 dated July 3, 2017 and shall be charged \$0.87 per sqft of building space.	Traffic Division	Open
Submit With Civil Permit Application	Based on comment response explaining the intended use of Substation hazard characteristics and containment area, include mentioned information in the Source Control Narrative in the Civil Storm Report, identifying the applicable source control BMPS and how they are met. [Lance Hollingsworth @ 01/18/2024 11:22 AM]	Engineering Division	Open

Condition Category	Condition	Department	Condition Status
Submit With Civil Permit Application	With a better understanding for how the substation area will be used, it is reasonable to assume infeasibility for shielding the area from Stormwater. Therefore, the Oil/water separator used to treat the containment area cannot drain to sewer as Stormwater is considered an illicit discharge to sewer. The previous design to drain an Oil/water separator to the bioretention treatment area and then to the storm detention pond will be acceptable provided the Oil/water separator is sized per Ecology standards, the project submits a SPCC Plan, and provides sections and design details of the containment area with containment capacities satisfying Ecology requirements. [Lance Hollingsworth @ 01/18/2024 11:22 AM]	Engineering Division	Open
Submit With Civil Permit Application	Per WSDOT email in Docs & Images from Jason Dao on 1/25/24: "Bridge columns (South side-up slope) not shown. Please include offset dimension and depth of excavation."	Development & Permitting Services	Open
Standard Conditions	The proposal is compliant with minimum parking standards associated with the proposed office use, warehouse use, and vocational school (classroom) use. The proposed laboratory space is ancillary to the classroom use and does not require parking as a standalone a standalone use.	Planning Division	Open
Standard Conditions	The multi-unit commercial / residential 4-plex and commercial / residential "village" is for training purposes associated with the vocational school use and not approved for residential use.	Planning Division	Open
Submit With Civil Permit Application	Per PMC 20.55.055, all off-street parking shall be paved. As such, the truck / oversize vehicle parking striping shall be removed, or it will need to be paved to be compliance with PMC 20.55.055. This requirement will be inspected during planning inspections of the future associated civil permits.	Planning Division	Open
	Final landscape plan shall be in compliance with	Planning	Open

Condition Category	Condition	Department	Condition Status
	<p>the vegetation managements standards (VMS) manual. As such, Storm water facilities, including bioretention areas, swales, and raingardens, shall be landscaped in accordance with SLD-02, contained in the Vegetation Management Standards Manual (VMS).</p>	Division	
Standard Conditions	<p>During Civil review, roadway width will need to be verified (between face of curb). PSP site plans show slightly less than 34ft of width.</p> <p>When striping/channelization design is submitted during Civil Review, taper on the eastern frontage may require modification based on striping design/requirements.</p> <p>Detailed striping/channelization/signage design required during Civil Review</p> <p>At the time of civil permit review provide a separate street lighting plan for the City to review.</p> <p>Street lighting plan:</p> <ul style="list-style-type: none"> -City standard streetlights are required every 150ft along commercial frontage. -City would prefer new streetlights to be installed on the south side of Todd Rd avoid overhead utility conflicts. -If the applicant choses to install streetlights on the north side of Todd Rd, it is the sole responsibility of the design engineer to ensure streetlight design/placement is outside of the 10ft minimum "safe zone" area. The City will not allow streetlights to be within 10ft of the PSE primary for safety reasons. -Streetlights shall have shorting caps installed with remote photocell located on the service cabinet. -Utility pole mounted streetlights do not meet current City standards <p>Streetlight design shall provide the following:</p>	Traffic Division	Open

Condition Category	Condition	Department	Condition Status
	<p>-Provide details on how streetlights will be powered. City standard service cabinet required.</p> <p>-Location of conduit runs and junction boxes per City standards</p> <p>-Wiring Schedule including conduit size/type for each raceway</p> <p>-Pole schedule including STA & offset for each luminaire</p> <p>Coordinate with David Drake (Fire) on gate requirements.</p>		

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