



City of Puyallup

Planning Division

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www.cityofpuyallup.org

February 10, 2026

Chris Davidson
 950 BROADWAY
 TACOMA, WA 98402

DEVELOPMENT REVIEW TEAM (DRT) LETTER	
DRT #	1
PERMIT #	PLPSP20250105
PROJECT NAME	Seasons on Meeker Townhomes & Market Hall
PERMIT TYPE	Preliminary Site Plan
PROJECT DESCRIPTION	Proposed development of city-owned property. Project consists of mix of new construction and adaptive reuse of existing building. Phase I consists of eight (8) for-sale townhomes, a 7,500 square foot commercial market hall that will reuse most of the existing building onsite and create a new microbrewery and restaurant pods. Project includes 52 parking stalls, landscaping, and utilities. Phase II is for a 5-story, 115-apartment unit multi-family building and will be reviewed under a separate permit application.
SITE ADDRESS	115 2ND ST SE, PUYALLUP, WA 98372;
PARCEL #	7060000030;
ASSOCIATED LAND USE PERMIT(S)	PLPRE20240065 PLDDG20250103 PLDDG20250104
APPLICATION DATE	December 19, 2025
APPLICATION COMPLETE DATE	January 06, 2026
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. 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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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

Planning Review	Nabila Comstock	(253)770-3361	NComstock@PuyallupWA.gov
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- A boundary line adjustment and unit lot subdivision are required in order to achieve these property lines. We highly recommend applying for a BLA now, to be reviewed simultaneously with the preliminary site plan.

ULS application should occur further down the line, at the earliest when the foundation for the townhomes has been poured.

The BLA application can be found at

www.cityofpuyallup.org/DocumentCenter/View/1500/Boundary-Line-Revision-Application-?bidId=. The title page for the BLA must match the City of Puyallup's BLA standard title page

which can be found in both .pdf and .dwg file formats at www.cityofpuyallup.org/documentcenter/view/13811 and

www.cityofpuyallup.org/documentcenter/view/13813. [Comment Correction; ; pg. N/A]

- All walkways shall be a minimum of five feet wide with no encroachments. the proposed walkway along the southern elevation of the town homes is about 2.5'. Please demonstrate how the five foot wide walkway is being met. [Landscape Plans, L1.00] [LANDSCAPE PLANS ; 2025\Seasons on Meeker_PSP_Landscape Plans.pdf; pg. 1]

- Provide landscaping at least 5' in width along the northern length of this area abutting the most southern parking stall in order to meet required parking screening.

The perimeter of all parking areas and associated access drives which abut public rights-of-way shall be screened with on-site landscaping, earth berms, fencing, or a combination thereof.

Screening shall be located within the required perimeter landscape area and shall include a mix of plants appropriate to achieve 50 percent screening of parked vehicles up to a height of three feet within two years of plant establishment. [Landscape Plans, L3.00] [LANDSCAPE PLANS ; 2025\Seasons on Meeker_PSP_Landscape Plans.pdf; pg. 4]

- Demonstrate that the required plaza landscaping with 10% of the area being planted trees, shrubs, ground cover, and perennial landscape plantings has been met. Square footage of landscaped area meeting this requirement will suffice. Please note that landscape plantings will be formally reviewed for during the civil permit stage with the final landscape plan set. [Landscape Plans, L3.00] [LANDSCAPE PLANS ; 2025\Seasons on Meeker_PSP_Landscape Plans.pdf; pg. 2]

- Maximum floor area ratio is 2.75 for residential; 2.0 for office. Floor area ratio will be reviewed for conformance with code when BLA has been submitted. FAR will be calculated based on each separate parcel. [Comment Correction; ; pg. N/A]

- A comment was provided by Puyallup School District in response to the SEPA notice of application. Their full comment with requested improvements can be viewed under Documents & Images under "PLPSP20250105 - NOA Comment Response Puyallup School District". Please provide a response to their comment. [Comment Correction; ; pg. N/A]

- A comment was provided by Pierce Transit in response to the SEPA notice of application. Their full comment with requested improvements can be viewed under Documents & Images under "PLPSP20250105 - NOA Comment Response Pierce Transit". Please provide a response to their comment. [Comment Correction; ; pg. N/A]

- A comment was provided by the Department of Ecology in response to the SEPA notice of application. Their full comment can be viewed under Documents & Images under "PLPSP20250105 - NOA Comment Response Department of Ecology". [Comment Correction; ; pg. N/A]

- Development agreement requires a total of 120 parking stalls for the project and that at least 20 stalls will be available to the public including at least two (2) EV stalls. [Comment Correction; ; pg. N/A]

- It appears that the market hall is not meeting the required 60% transparency requirement for the southern elevation based on the elevations provided. This is a requirement in both the code PMC 20.30.037 (4) and the Downtown Design Guidelines. After the public meeting with the Board on 02/19/2026, staff will follow up with the applicant regarding the Board's decision to approve, approve with conditions, or deny the design review application. The applicant may be required to meet the 60% requirement as a condition of approval by the Board. [Comment Correction; ; pg. N/A]

Building Review

Stan Kinnear

SKinnear@puyallupwa.gov

- Buildings and accessory structures shall be provided with EV charging stations, EV-Ready parking spaces, and EV-capable parking spaces in accordance with Table 429.2. Calculations shall be rounded up to the nearest whole number. Where a building contains more than one occupancy, the electric vehicle charging infrastructure percentages of Table 429.2 shall be applied to the number of spaces required for each occupancy. (2021 Washington State Building Code, Section 429.2). Reflect the parking that is designated for the Market Hall/Brewery and how the parking will meet the EV charging stations requirement. [Comment Correction; ; pg. N/A]

- Site plan notates that the Market Hall / Brewery will have a mezzanine but based upon the elevations it appears there may not be enough height to create a mezzanine. Mezzanines shall comply with the 2021 Washington State Building Codes, Section 505. Review building heights and indicate on the plan elevations the height of the mezzanines and rough locations. [Comment Correction; ; pg. N/A]

- Clarify the configuration of the Market Hall / Brewery, as it appears the space may meet the definition of a covered mall. A covered mall is defined as "a single building enclosing a number of tenants and occupants, such as retail stores, drinking and dining establishments, entertainment and amusement facilities, passenger transportation terminals, offices, and other similar uses, wherein two or more tenants have a main entrance into one or more malls.

Anchor buildings shall not be considered part of the covered mall building” (2021 Washington State Building Code, Definitions). [Comment Correction; ; pg. N/A]

- Early representations of the site reflect a tower will be built in the common space between the townhomes and the Market. The tower will require a separate building permit. [Comment Correction; ; pg. N/A]

- General Building Notes and Conditions:

B1 - All building plans must comply with the currently adopted City of Puyallup codes, as referenced in RCW 19.27 and PMC 17.04.030. Note that new code adoption is expected November of 2026

B2 - Townhome units shall be structurally independent in accordance with code requirements. Fire separation between individual townhome units shall comply with 2021 Washington State Residential Code (WSRC) Section R302.2.

B3- All townhome structures shall comply with the 2021 Washington State Residential Energy Code (WSREC), and supporting documentation shall be submitted with the building permit application.

B4 - All electrical work shall be permitted and inspected through the Washington State Department of Labor & Industries (L&I).

B5 - As part of the building permit submittal, applicants must provide building statistics supporting the proposed construction type, building height, and allowable area in accordance with the 2021 Washington State Building Code (WSBC).

B6 - Sidewalk shall service as the accessible route to the public way and therefore shall follow accessibility codes. Add curb ramp in radius of sidewalk.

[Comment Correction; ; pg. N/A]

Fire Review

David Drake

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- 1. Provide a fire layout for Fire Hydrants, FDC's, Riser Rooms, loading and unloading zones, on street parking, and areas where No Parking will be required.

2. Provide auto-turn or equivalent program showing that the original agreement allowing a medic unit only (ambulance) and not a fire truck can maneuver the interior parking lot from Meeker to Main. This would be the East entrance off Meeker. [Comment Correction; ; pg. N/A]

Engineering Review

Sam Morman

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- Note that if roof and footing connections combine with surface runoff prior to treatment,

the water quality design will need to account for this water as pollution generating area.

[Stormwater Site Plan] [STORMWATER SITE PLAN; 2025\Seasons on Meeker_PSP_PRELIMINARY STORMWATER SITE PLAN.pdf; pg. 1]

- Show the utility main relocations in resubmittal on a separate utility plan. As discussed in meetings between the City and applicants, this includes relocating and upsizing the 6-inch water main running in Main St and 3rd St SE. The extent of water main replacement required by this private development will terminate approximately as conceptually shown by the blue highlight, where the main in 3rd St SE intersects with the main from Meeker St. The City will be replacing the water main south of this intersection. [Stormwater Site Plan] [STORMWATER SITE PLAN; 2025\Seasons on Meeker_PSP_PRELIMINARY STORMWATER SITE PLAN.pdf; pg. 1]

- Show where the existing overhead power and telecom lines will be relocated underground. [Stormwater Site Plan] [STORMWATER SITE PLAN; 2025\Seasons on Meeker_PSP_PRELIMINARY STORMWATER SITE PLAN.pdf; pg. 1]

- Show how the townhomes will be connected to water. Due to spacing constraints and setback requirements, the water main will not be relocated within this corridor. Instead, the main within 3rd St SE and Meeker will be upgraded. See the comments above for further information on the water main upgrade. [Stormwater Site Plan] [STORMWATER SITE PLAN; 2025\Seasons on Meeker_PSP_PRELIMINARY STORMWATER SITE PLAN.pdf; pg. 1]

- Grease Interceptors are required for all commercial facilities involved in food preparation. As the developer agreement specifies that the market hall is to include restaurants, an external grease interceptor shall be provided in accordance with the current edition of the Uniform Plumbing Code adopted by the City of Puyallup, Puyallup Municipal Code, and City standard details. [Stormwater Site Plan] [STORMWATER SITE PLAN; 2025\Seasons on Meeker_PSP_PRELIMINARY STORMWATER SITE PLAN.pdf; pg. 1]

- Provide an interim plan for 2nd St SE between phase 1 and 2 of the project. This would include the underground utilities discussed in other comments made on this plan, as well as the above ground infrastructure (curb cuts and bulbs, sidewalks, paved roadway, etc.). [Stormwater Site Plan] [STORMWATER SITE PLAN; 2025\Seasons on Meeker_PSP_PRELIMINARY STORMWATER SITE PLAN.pdf; pg. 1]

- For the utility relocations within the drive aisle, an AMR will be required, as spacing and easements will likely need to deviate from City Standards. [Stormwater Site Plan] [STORMWATER SITE PLAN; 2025\Seasons on Meeker_PSP_PRELIMINARY STORMWATER SITE PLAN.pdf; pg. 1]

- NO COMMENTS AVAILABLE [STORMWATER SITE PLAN; 2025\Seasons on

Meeker_PSP_PRELIMINARY STORMWATER SITE PLAN.pdf; pg. 1]

- NO COMMENTS AVAILABLE [STORMWATER SITE PLAN; 2025\Seasons on Meeker_PSP_PRELIMINARY STORMWATER SITE PLAN.pdf; pg. 1]

Engineering Traffic Review

Bryan Roberts

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- Along Meeker, show preliminary design of frontage improvements to be constructed by the City [SITE PLAN ; 2025\SITE PLAN .pdf; pg. 1]

- Provide a separate sight distance exhibit to verify entering sight distance requirement are met at this new driveway. 14.5ft setback from gutter, 300ft. [SITE PLAN ; 2025\SITE PLAN .pdf; pg. 1]

- Provide a separate sight distance exhibit to verify entering sight distance requirement are met at this intersection. Consistent with pre-application notes, the proposed building placement obstructs sight distance. Provide sight line on this site plan to ensure future building placement does not impact sight distance. Preliminary entering sight distance triangle provided. 14.5ft setback from face of curb, 350ft. [SITE PLAN ; 2025\SITE PLAN .pdf; pg. 1]

- Show City standard frontage improvements on 3rd St SE including preliminary locations of City standard streetlighting and ROW dedication. See pre-app notes for more details. [SITE PLAN ; 2025\SITE PLAN .pdf; pg. 1]

- Show preliminary ADA ramp improvements on site plan [SITE PLAN ; 2025\SITE PLAN .pdf; pg. 1]

- Show City standard frontage improvements on E Main including preliminary locations of City standard streetlighting and ROW dedication. See pre-app notes for more details. [SITE PLAN ; 2025\SITE PLAN .pdf; pg. 1]

- Provide clarification on removal of 2nd St SE/E Main intersection improvements. [SITE PLAN ; 2025\SITE PLAN .pdf; pg. 1]

- New driveway location appears to have a sight distance obstruction from adjacent building. Bulb-outs may be necessary to allow the ESD setback to be pulled closer to the edge of road. [SITE PLAN ; 2025\SITE PLAN .pdf; pg. 1]

- Show preliminary ADA ramp improvements on site plan [SITE PLAN ; 2025\SITE PLAN .pdf; pg. 1]
- Commercial driveways do not meet minimum 30ft width requirements. Consistent with pre-app notes, an alternate methods request may be required [SITE PLAN ; 2025\SITE PLAN .pdf; pg. 1]

- AutoTurn analysis required to ensure internal circulation can accommodate the largest anticipated design vehicle. Coordinate with Fire (David Drake) if Fire apparatus needs to be evaluated [SITE PLAN ; 2025\SITE PLAN .pdf; pg. 1]

- A traffic impact analysis is required for this project. The City has been coordinating with the applicant's traffic engineer on the scoping elements and required analytical components of the study. The City understands that the traffic engineer is actively preparing this analysis. Traffic Engineering will continue to collaborate with the design team throughout development of this deliverable. [Comment Correction; ; pg. N/A]

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	<p>TRAFFIC ENGINEERING CONDITIONS:</p> <p>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.</p> <p>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</p>	Traffic Division	Open

Condition Category	Condition	Department	Condition Status
	<p>School impact fees shall be paid directly to the school district in accordance with adopted fee at the time of collection by the district.</p> <p>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.</p>		
Submit With Civil Permit Application	<p>Items to be resolved during Civil Permit Review:</p> <p>The bus stop improvements, as specified by Pierce Transit NOA comments, will be installed on E Pioneer (305 E Pioneer) shall be shown on the future civil plans.</p> <p>During civil review, City staff shall review street tree placement, monument signage, fences, etc. to ensure required sight distance requirements are met.</p> <p>At the time of civil permit review provide a separate street lighting plan and pavement striping plan (channelization) sheet for the City to review.</p> <p>Streetlight design shall provide the following: Provide details on how streetlights will be powered Location of conduit runs Wiring Schedule -Conduit size and type for each raceway -Conductors details Pole schedule -STA & offset for each luminaire Show location of junction boxes</p>	Traffic Division	Open

Condition Category	Condition	Department	Condition Status
Standard Conditions	<p>Engineering Conditions:</p> <p>Provision of a plan for what will happen to 2nd St SE between phase 1 and 2 of the project, including utility relocations and up-sizing of the water main in Main St and 3rd St SE.</p> <p>Provision of a water and sewer utility plan for on-site buildings.</p> <p>An Alternative Methods Request (AMR) will be required for the spacing and easements of the utility main relocations in the new drive aisle.</p>	Engineering Division	Open

Sincerely,
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