



City of Puyallup  
**Planning Division**  
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January 14, 2026

Nathan L Miller  
 1645 NW Hoyt  
 Portland, OR 97209

<b>DEVELOPMENT REVIEW TEAM (DRT) LETTER</b>	
DRT #	2
PERMIT #	PLPSP20250080
PROJECT NAME	UPMU-AOB
PERMIT TYPE	Preliminary Site Plan
PROJECT DESCRIPTION	PROPOSED CONSTRUCTION OF A 5 STORY MULTI-FAMILY BUILDING WITH 140 RESIDENTIAL UNITS. 99 PARKING SPACES IN A GROUND FLOOR PARKING GARAGE AND 2,300 SF OF LEASABLE RETAIL SPACE AND A FITNESS GYM FOR RESIDENT USE ON THE GROUND FLOOR. ROOFTOP AMENITY DECK AND DOG RUN. THE STRUCTURE PROPOSED IS APPROXIMATELY 163,000 SF AND 63' TALL. DESIGN ELEMENTS TO MEET THE REQUIREMENTS OF THE DOWNTOWN DESIGN GUIDELINES HAVE BEEN INCLUDED. - AOB
SITE ADDRESS	330 3RD ST SW, Puyallup WA 98371
PARCEL #	5745001371;
ASSOCIATED LAND USE PERMIT(S)	PLPRE20250057 PLDDG20250081
APPLICATION DATE	October 17, 2025
APPLICATION COMPLETE DATE	October 22, 2025
<b>PROJECT STATUS</b>	<b>Active Development Review Team (DRT) review case – resubmittal required.</b> Please address review comments below and resubmit revised permit materials and by responding in writing to the remaining items that need to be addressed.
<b>APPROVAL EXPIRATION</b>	<b>N/A</b> – Active permit application, not approved

<b>CONDITIONS</b>	<p><b>Active permit application, not approved;</b></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](mailto: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**

<b>Engineering Review</b>	<b>Jamie Carter</b>	<b>(253)435-3616</b>	<b>JCarter@puyallupwa.gov</b>
<p>- SEWER</p> <p>-Sewer design is inconsistent with city expectations. The downstream analysis and new construction are being completed for the northern routing. Send all effluent north on 3rd, or west on Pioneer, or both. An email was sent to the civil engineer on the project to discuss this in advance and the city recommends a virtual meeting in order to ensure the next submittal is consistent with public works and comprehensive planning.</p> <p>-Show manhole S5-02386 in 3rd St SW [Comment Correction; ; pg. N/A]</p> <p>- Show proposed storm connection for the building on preliminary site plan. Storm system around project is interconnected and all flows converge prior to flowing to the river. Details of connection and storm routing to be shown and reviewed during civil permit review. [Comment Correction; ; pg. N/A]</p> <p>- Demonstrate that the finished building will provide the permissions and access required for the Grantees of easements AFN 9609190314 and 201306120788 and 201401150634. The smaller easements look like they are being accounted for. Describe how the larger easement (9609190314) will be dealt with considering the placement of the building. [Comment Correction; ; pg. N/A]</p> <p>- City of Puyallup Design Standards 204.2(3) stipulate that for projects considering direct discharge to the Puyallup River, conveyance capacity shall be determined by the 25-year storm event AND the corresponding river elevations at the specific river outfall. These elevations shall be incorporated into the analysis. [Comment Correction; ; pg. N/A]</p>			
<b>Engineering Traffic Review</b>	<b>Bryan Roberts</b>	<b>(253)841-5542</b>	<b>broberts@PuyallupWA.gov</b>

- The City is actively reviewing the Traffic Impact Analysis for this project (Submitted via email 1/5/26). The City will coordinate directly with the applicant's traffic engineer to resolve any corrections prior to the next submittal. [Comment Correction; ; pg. N/A]

## Conditions

Condition Category	Condition	Department	Condition Status
Public Noticing	Public notice sign must be posted on site in a publically visible location.	Planning Division	Resolved
Public Noticing	Signed Affidavit must be provided.	Planning Division	Resolved
	Provide a parking management plan prior to building permit, per the conditions of the Development Agreement.	Planning Division	Open
	The buffer area on the SW area of the site (abutting the alleyway) is required to be a Type I landscape buffer, consistent with PMC 20.26.500. The DA did not address or modify the landscape (plant) composition requirement.	Planning Division	Open
	<p><b>TRAFFIC ENGINEERING CONDITIONS:</b></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 Based on the current 140-unit proposal, the City estimates the Park Impact fee will be \$293,755</p> <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</p>	Traffic Division	Open

Condition Category	Condition	Department	Condition Status
	meet current City Standards, shall be replaced.		
	The provided geotechnical report is stamped "draft". Provide a final geotechnical report at the time of building permit application. The final report shall update any draft references to the 2018 IBC and instead base all design criteria and code citations on the Washington State building codes in effect on the date of permit application (currently the 2021 IBC).	Building Division	Open
	Site Plan - Engineer's stamp must be signed by the engineer of record. All "Preliminary" and "Not for Construction" stamps on the site plan must be removed from the sheet prior to Building Permit Application submittal.	Building Division	Open
Submit With Civil Permit Application	Refer to complete Pre-Application set of notes prior to civil submittal.	Development & Permitting Services	Open
Submit With Civil Permit Application	Incorporate results of forthcoming downstream capacity analysis for city sewer basin 8 into sewer design for civil permit submittal if relevant. Results of analysis expected by early March.	Development & Permitting Services	Open
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 concurrent with the civil improvements associated with the West Pioneer and 3rd Street frontage improvements and 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. 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 &amp; offset for each luminaire  Show location of junction boxes</p>	Traffic Division	Open

Condition Category	Condition	Department	Condition Status
	<p>Per Exhibit B of the approved development agreement, on the south side of the project (3rd St SW &amp; 4th Ave SW intersection), the applicant will need to modify the STOP sign location so it is visible for southbound approaching traffic. To protect the sign from being hit, they would need to protect with raised curb (preferably with a bulb-out). The scope of this design will be determined during Civil permit review.</p> <p>The City will require the proposed 30ft x 8ft loading zone (as required per the approved DA) to be shifted farther west to improve sight distance for northbound vehicles looking west. This modification will also help maintain eastbound visibility of the rapid flashing beacons (at 3rd St SW &amp; W Pioneer). The existing on-street parking restriction will remain along the W Pioneer frontage.</p> <p>On-street parking modifications on the south side of W Pioneer (east of 3rd St SW) may be necessary to accommodate improved sight lines for northbound vehicles entering W Pioneer. Additionally, this parking modification will allow the relocation of the existing Pierce Transit Bus Stop (#3419) farther east. The scope of this on-street parking modification (W Pioneer, east of 3rd St SW) will be determined during Civil permit review.</p> <p>The City may require directional ADA ramp design (east/west) at this location. Pedestrians crossing W Pioneer should be directed to use the marked crosswalk w/RRFBs on the east leg of the intersection. May be necessary to include signage that restricts north/south pedestrian movements on the west leg of the intersection. The scope of this modification will be determined during Civil permit review.</p> <p>City would prefer this access is larger to safely accommodate simultaneous ingress/egress. The scope of this modification can be determined during Civil permit review.</p> <p>During Civil review, provide an AutoTurn analysis showing largest anticipated design vehicle (garbage truck?)</p>		

Condition Category	Condition	Department	Condition Status
	<p>Clearance modifications may be necessary within planter strips to accommodate increased vehicle overhang from angled parking. Currently, the planter strip contains signage, street trees, streetlights, etc. The scope of any modification can be determined during Civil permit review.</p>		

Sincerely,  
Chris Beale  
Senior Planner  
(253) 841-5418  
CBeale@PuyallupWA.gov