



City of Puyallup

Planning Division

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(253) 864-4165

www.cityofpuyallup.org

January 20, 2026

March 19, 2026 Responses to Comments (see below)

Nathan L Miller
1645 NW Hoyt
Portland, OR 97209

DEVELOPMENT REVIEW TEAM (DRT) LETTER	
DRT #	1
PERMIT #	PLPSP20250082
PROJECT NAME	UPMU-Bell Place
PERMIT TYPE	Preliminary Site Plan
PROJECT DESCRIPTION	PROPOSED CONSTRUCTION OF A 5 STORY MULTI-FAMILY BUILDING WITH 100 RESIDENTIAL UNITS. 70 PARKING SPACES IN A GROUND FLOOR PARKING GARAGE. LOBBY AND LEASING OFFICE ON LEVEL 1 AND AMENITY DECK AND DOG RUN ON LEVEL 2.THE STRUCTURE PROPOSED IS APPROXIMATELY 114,000 SF AND 55' TALL.DESIGN ELEMENTS TO MEET THE REQUIREMENTS OF THE DOWNTOWN DESIGN GUIDELINES HAVE BEEN INCLUDED.
SITE ADDRESS	204 4TH ST SW, PUYALLUP, WA 98371;
PARCEL #	5745001631; 5745001632; 5745001641;
ASSOCIATED LAND USE PERMIT(S)	PLDDG20250083
APPLICATION DATE	October 17, 2025
APPLICATION COMPLETE DATE	December 12, 2025
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

Building Review	Stan Kinnear		SKinnear@puyallupwa.gov
<p>- Provide a building area calculation. Include all areas classifications for all spaces. [Comment Correction; ; pg. N/A]</p> <p>RESPONSE: Total building area is 110,357 SF. S-2 is 24,433 SF R-2 is 84,117 SF B is 777 SF A-3 is 1,028 SF In the upcoming building permit review submittal, all building areas will be shown in the Fire Life Safety plans.</p>			
Fire Review	David Drake	(253)864-4171	DDrake@PuyallupWA.gov

- 1. Provide a fire aerial apparatus site plan that shows the following: All on street parking spots that will be created. Painted curb areas in front of Fire Hydrants, FDC's, Emergency Loading Zone, and garage entrance. [Comment Correction; ; pg. N/A]

RESPONSE: Fire apparatus site plan has been prepared

Engineering Review	Jamie Carter	(253)435-3616	JCarter@puyallupwa.gov
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- The direct discharge is permitted by the Washington State Department of Ecology when certain circumstances exist. The city is not making an exemption for this project. [2025-10-17 Puyallup Bell Preliminary Storm Water Drainage Report-flat; 2025\2025-10-17 Puyallup Bell Preliminary Storm Water Drainage Report-flat.pdf; pg. 13]

RESPONSE: Drainage report continues to show direct discharge, developer to coordinate with City Manager.

- These assertions are incorrect and are probably referring to the AOB project. Revise. [2025-10-17 Puyallup Bell Preliminary Storm Water Drainage Report-flat; 2025\2025-10-17 Puyallup Bell Preliminary Storm Water Drainage Report-flat.pdf; pg. 19]

RESPONSE: Drainage report will be revised

- Reference the SWMMWW's direct discharge provision to avoid the appearance of not meeting the manual requirements or preferential deals. [2025-10-17 Puyallup Bell Preliminary Storm Water Drainage Report-flat; 2025\2025-10-17 Puyallup Bell Preliminary Storm Water Drainage Report-flat.pdf; pg. 21]

RESPONSE: Drainage report will be revised

- Civil Construction Permit. A ROW permit is inherent to the civil. [2025-10-17 Puyallup Bell Preliminary Storm Water Drainage Report-flat; 2025\2025-10-17 Puyallup Bell Preliminary Storm Water Drainage Report-flat.pdf; pg. 21]

RESPONSE: Acknowledged, drainage report will be revised

- For civil submittal do not run the vault simulation. Section titles still say AOB. [2025-10-17 Puyallup Bell Preliminary Storm Water Drainage Report-flat; 2025\2025-10-17 Puyallup Bell Preliminary Storm Water Drainage Report-flat.pdf; pg. 60]

RESPONSE: Drainage report has been revised

- Storm pipe location is likely not feasible because of very large tree. Improve survey and show all surface features and existing utilities. Consider connecting new storm line to storm system at 5th St SW and W Pioneer or at 4th St SW and W Pioneer. Show existing storm system on 4th St SW and 5th St SW and all other existing utilities in project area. City can provide detailed utility maps if needed. [SITE PLAN ; 2025\2025-10-17 Puyallup Bell Civil Site Plan - FLATTEN.pdf; pg. 1]

RESPONSE: Additional survey has been acquired, new connection location in 5th has been identified

- Confirm one catch basin for underground parking area is sufficient. [SITE PLAN ; 2025\2025-10-17 Puyallup Bell Civil Site Plan - FLATTEN.pdf; pg. 1]

RESPONSE: Additional catch basin has been added to improve collection at garage entry

- These street patches are not to city standard. Review and adhere to detail 01.01.20 for restoration in the public roadway. Areas of full depth restoration shall count toward replaced PGHS stormwater thresholds while areas of grind and overlay will be considered like for like.

[SITE PLAN ; 2025\2025-10-17 Puyallup Bell Civil Site Plan - FLATTEN.pdf; pg. 1]

RESPONSE: Acknowledged, street patches have been revised

- Extend water replacement east to end of 10 inch cast iron pipe (approximately 230 feet).

Connect to 12-inch ductile iron pipe in Pioneer adjacent to AOB project. [SITE PLAN ;

2025\2025-10-17 Puyallup Bell Civil Site Plan - FLATTEN.pdf; pg. 1]

RESPONSE: Water main extension now shown to AOB site

- 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]

RESPONSE: Acknowledged, has been incorporated into downstream analysis

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

- 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.

RESPONSE: Acknowledged.

Provide detailed sight distance analysis at driveway location & W Pioneer/4th St SW & W Meeker/4th St SW per City standards. Identify any obstructions that may impact entering sight distance triangle.[Comment Correction; ; pg. N/A]

RESPONSE: Sight Triangle calculated and shown on revised site plan

- To safely accommodate additional vehicle trips at this intersection, the City may require minor restriping of 5th St SW & W Meeker to allow a center TWLTL or SBL turn pocket. This will allow safer and more efficient ingress/egress. Additional coordination needed with applicant's traffic engineer. [SITE PLAN ; 2025\2025-10-17 Puyallup Bell Civil Site Plan - FLATTEN.pdf; pg. 1]

RESPONSE: Acknowledged, Traffic Engineer will address.

- It is assumed the existing 4hr parking restriction to remain along the W Meeker frontage.

[SITE PLAN ; 2025\2025-10-17 Puyallup Bell Civil Site Plan - FLATTEN.pdf; pg. 1]

RESPONSE: Acknowledged, though parking on W Meeker would lie in the sight triangle of the garage entrance.

- Identify existing tree located in this area. [SITE PLAN ; 2025\2025-10-17 Puyallup Bell Civil Site Plan - FLATTEN.pdf; pg. 1]

RESPONSE: Supplemental survey has picked up the tree location, but does not accurately show the drip line

- Show existing curb/radius and in this area to verify alignment with new W Meeker frontage. [SITE PLAN ; 2025\2025-10-17 Puyallup Bell Civil Site Plan - FLATTEN.pdf; pg. 1]

RESPONSE: Supplemental survey has picked up the curb/radius

- Approval conditions of the previous preliminary site plan included improvements in this short segment of W Meeker to accommodate pedestrian connectivity between the new W Meeker frontage and 5th St SW. Currently, there is a ~50ft gap between ADA accessible improvements [SITE PLAN ; 2025\2025-10-17 Puyallup Bell Civil Site Plan - FLATTEN.pdf; pg.

1]

RESPONSE: Simple extension of the sidewalk to 5th street has been added (approximately 61 LF) City to follow up if tree can be removed and how corner can be restructured

- As part of the Pierce Transit bus STOP improvements will be installed at the West Pioneer and 5th St SW. Puyallup staff will coordinate with Pierce Transit to determine the scope and specific locations of improvements. [SITE PLAN ; 2025\2025-10-17 Puyallup Bell Civil Site Plan - FLATTEN.pdf; pg. 1]

RESPONSE: Acknowledged, still waiting on final direction for this

- Back of sidewalk located on private property. [SITE PLAN ; 2025\2025-10-17 Puyallup Bell Civil Site Plan - FLATTEN.pdf; pg. 1]

RESPONSE: Confirmed, in order to maintain the widths desired the developer will need to dedicate some ROW to the City

- Show preliminary locations of City Standards streetlights along all frontage (Pioneer, 4th St SW, Meeker) [SITE PLAN ; 2025\2025-10-17 Puyallup Bell Civil Site Plan - FLATTEN.pdf; pg. 1]

RESPONSE: Illumination has been modeled and added to site plan

- Approval conditions of the previous preliminary site plan included 5.5ft sidewalk along the entire W Pioneer frontage. Please coordinate with the City to resolve scope of frontage improvement prior to resubmittal. [SITE PLAN ; 2025\2025-10-17 Puyallup Bell Civil Site Plan - FLATTEN.pdf; pg. 1]

RESPONSE: Confirmed, sidewalk has been updated to 5.5ft minimum on Pioneer frontage

- 3.5ft of sidewalk between ROW and back of planter box [SITE PLAN ; 2025\2025-10-17 Puyallup Bell Civil Site Plan - FLATTEN.pdf; pg. 1]

RESPONSE: Planters have been updated to 4ft width and 5.5ft sidewalk on Pioneer

- Missing landscaping cutout [SITE PLAN ; 2025\2025-10-17 Puyallup Bell Civil Site Plan - FLATTEN.pdf; pg. 1]

RESPONSE: Landscaping was previously deliberately removed from in front of the lobby entrance for the purposes of line of sight. The shown planters has since been revised to align with the planter to the north, increasing landscaping along Pioneer while continuing to provide visual connection from the building entrances and Pioneer.

- Approval conditions of the previous preliminary site plan included 20ft half-street width along the entire W Pioneer frontage. Please coordinate with the City to resolve scope of frontage improvement prior to resubmittal.[SITE PLAN ; 2025\2025-10-17 Puyallup Bell Civil Site Plan - FLATTEN.pdf; pg. 1]

RESPONSE: Per conversation with Bryan Roberts and Jamie Carter the curblin on Pioneer was left in existing location (about ~21.5ft from ROW C/L) to keep in line with existing curblines

- Pending sight distance analysis, City may require modification of landscaping near the intersection to minimize sight distance impacts. Additional coordination needed prior to resubmittal. [SITE PLAN ; 2025\2025-10-17 Puyallup Bell Civil Site Plan - FLATTEN.pdf; pg. 1]

RESPONSE: Acknowledged, sight distance was checked

- ADA ramp/landing encroaching into private property [SITE PLAN ; 2025\2025-10-17 Puyallup Bell Civil Site Plan - FLATTEN.pdf; pg. 1]

RESPONSE: Acknowledged, developer favors dedicating the ROW necessary to the City

- City standards require 25ft minimum curb radius [SITE PLAN ; 2025\2025-10-17

Puyallup Bell Civil Site Plan - FLATTEN.pdf; pg. 1]

RESPONSE: Has been revised on latest plans

- Need to verify the proposed W Pioneer curb alignment matches existing. Show existing infrastructure in this area [SITE PLAN ; 2025\2025-10-17 Puyallup Bell Civil Site Plan - FLATTEN.pdf; pg. 1]

RESPONSE: Additional survey has been added, proposed curb alignment has been revised to follow existing condition (not parallel to ROW C/L)

- Approval conditions of the previous preliminary site plan included 4.5ft planter strip and 5ft sidewalk along the entire 4th St SW frontage. Please coordinate with the City to resolve scope of frontage improvement prior to resubmittal. [SITE PLAN ; 2025\2025-10-17 Puyallup Bell Civil Site Plan - FLATTEN.pdf; pg. 1]

RESPONSE: Confirmed that improvements on 4th St SW are 5ft sidewalk and 4.5ft planter strip

- Need to verify W Meeker face of curb alignment (offset) matches existing on the east side of 4th St SW. Show existing infrastructure in this area [SITE PLAN ; 2025\2025-10-17 Puyallup Bell Civil Site Plan - FLATTEN.pdf; pg. 1]

RESPONSE: Additional survey has been acquired, proposed curb alignment has been revised to follow existing condition (parallel to existing ROW C/L offset 20 feet)

- City standards require 25ft minimum curb radius [SITE PLAN ; 2025\2025-10-17 Puyallup Bell Civil Site Plan - FLATTEN.pdf; pg. 1]

RESPONSE: Has been revised on latest plans

- ADA landing encroaching into private property [SITE PLAN ; 2025\2025-10-17 Puyallup Bell Civil Site Plan - FLATTEN.pdf; pg. 1]

RESPONSE: Acknowledged, developer favors dedicating the ROW necessary to the City

- Need to verify 4th St SW face of curb alignment (offset) matches existing on the north side of W Meeker.

RESPONSE: Additional survey has been added, proposed curb alignment has been revised to follow existing condition (parallel to existing ROW C/L offset 20 feet)

Show existing infrastructure in this area [SITE PLAN ; 2025\2025-10-17 Puyallup Bell Civil Site Plan - FLATTEN.pdf; pg. 1]

RESPONSE: Additional survey has been acquired to show this area

- Approval conditions of the previous preliminary site plan included 4.5ft planter strip and 5ft sidewalk along the entire W Meeker frontage. Please coordinate with the City to resolve scope of frontage improvement prior to resubmittal. [SITE PLAN ; 2025\2025-10-17 Puyallup Bell Civil Site Plan - FLATTEN.pdf; pg. 1]

RESPONSE: Meeker frontage confirmed to have 4.5ft planter and 5ft sidewalk

- Approval conditions of the previous preliminary site plan included 20ft half-street width to align face of curb with existing. Please coordinate with the City to resolve scope of frontage improvement prior to resubmittal. [SITE PLAN ; 2025\2025-10-17 Puyallup Bell Civil Site Plan - FLATTEN.pdf; pg. 1]

RESPONSE: Curb has been shifted another 2' South to meet the 20' half-street width

- Approval conditions of the previous preliminary site plan included a City standard 30-foot commercial driveway. Additionally, building allowed for clear sight lines (thru building) on either side of vehicle opening @ W Meeker. This will provide improved visibility for exiting vehicles & approaching pedestrians (using sidewalk). Please coordinate with the City to resolve scope of this improvement prior to resubmittal. [SITE PLAN ; 2025\2025-10-17 Puyallup Bell

Civil Site Plan - FLATTEN.pdf; pg. 1]

RESPONSE: Driveway shown as 35ft commercial driveway to fully match the width of the garage entrance.

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	In order to achieve the proposed build out a lot consolidation of all 3 parcels is required.	Development & Permitting Services	Open
	<p>Traffic Impact fees (TIF) will be assessed in accordance with fees adopted by ordinance, per PMC 21.10.</p> <p>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> <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, sidewalk, roadway base, pavement, and street lighting. Any existing improvements which are</p>	Traffic Division	Open
Condition Category	Condition	Department	Condition Status

	<p>damaged now or during construction, or which do not meet current City Standards, shall be replaced.</p> <p>Existing NO PARKING restrictions on W Pioneer will remain.</p> <p>Remaining W Meeker on-street parking area will maintain existing 4HR parking restriction.</p> <p>The bus stop improvements, as specified by Pierce Transit NOA comments, will be installed at the West Pioneer and 5th St SW. Puyallup staff will coordinate with Pierce Transit to determine the scope and specific locations of improvements.</p> <p>Improvements may be required the south side of W Meeker connecting frontage to 5th Street NW for improved pedestrian mobility. Approval conditions of the previous preliminary site plan included these improvements.</p> <p>At the time of civil permit review provide a separate street lighting plan sheet for the City to review.</p> <p>Streetlight design shall provide the following:</p> <ul style="list-style-type: none"> i. Provide details on how streetlights will be powered. ii. Location of conduit runs. iii. Wiring Schedule <ul style="list-style-type: none"> 1. Conduit size and type for each raceway 2. Conductors details iv. Pole schedule <ul style="list-style-type: none"> 1. STA & offset for each luminaire v. Show location of junction boxes 		
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	Incorporate results of forthcoming downstream capacity analysis for city sewer basin 8 into sewer design for civil permit submittal if relevant. Results	Development & Permitting Services	Open

Condition Category	Condition	Department	Condition Status
Application	of analysis expected by early March.		

Sincerely,
Chris Beale
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CBeale@PuyallupWA.gov