



CITY OF DUPONT

Department of Community Development
1700 Civic Drive, DuPont, WA 98327
Telephone: (253) 964-8121
www.dupontwa.gov

February 17, 2023

Sent via email only to:

Dan Balmelli/Betsy Dyer
Barghausen Consulting Engineers
18215 – 72nd Ave South
Kent, WA 98032

Ben Varin, Avenue 55
601 Union Street, Suite 2930
Seattle, WA 98101

Project: DuPont 243
Subject: Notice of Complete Application, First Comment Letter and Request for Additional Information
City file number PLNG2022-031 and -032

Dear Mr. Balmelli, Ms. Dyer, and Mr. Varin,

On Nov. 21, 2022 the City received the following plans and documents as part of an application for Type III Site Plan Review and SEPA Environmental Review:

- Cover Letter dated Nov. 18, 2022
- Land Use Application Form signed Nov. 18, 2022
- SEPA Checklist dated Nov. 18, 2022
- Cultural Resources Addendum Memo dated Oct. 17, 2022
- Archaeological Survey, Testing and Monitoring Report dated April 14, 2011
- Authorization to Act as Agent signed October 25, 2022
- Civil Plans including Grading, TESC, Utilities and Road Details stamped Nov. 18, 2022
- Communications with LeMay for Dumpster Location dated Nov. 14, 2022
- 300-foot radius Map and Addresses
- Vicinity Map
- Geotechnical Report Addendum dated Nov. 8, 2022
- Geotechnical Report dated October 10, 2011
- Geotechnical Report Addendum dated May 11, 2018
- Tree Retention Plan, Landscape Plans and Irrigation Plans dated Nov. 18, 2022
- Pierce County Sewer Availability Letter dated March 28, 2018
- Building Elevations prepared by Innova dated Nov. 14, 2022
- Architectural Site Plan prepared by Innova dated Nov. 14, 2022
- Stormwater Site Plan dated Nov. 18, 2022
- Traffic Impact Analysis prepared by Heath & Associates dated October 2022
- Title Report dated October 11, 2022

- Tree Retention Plan Report prepared by WFCI dated Nov. 11, 2022

We subsequently received the following on December 8, 2022:

- Water Availability Form

We subsequently received the following on January 17, 2023:

- Pierce County Sewer Availability Letter dated December 20, 2022

A preapplication meeting was requested, payment received on December 12, 2022 and the preapplication meeting was held on January 17, 2023 as required per DMC 25.175.020(1), to review the proposal (PLNG2022-031 and -032). In lieu of providing written comments from that preapplication meeting, this letter includes pertinent comments as well as a request for additional information required to continue review of your application.

The project is now deemed complete for processing. We intend to issue a Notice of Application on February 23, 2023. **The site will need to be posted with a new public notice sign by that date. Please contact Janet Howald at (253) 912-5232 or jhowald@dupontwa.gov for more information on the posting requirements.**

Additional Information Required

The following additional information is required to continue our review of the proposal.

A. Outdated Submittal Items

1. The Title Report is required to be less than 30 days old at the time of application. **Submit a current title report.**
2. The Communications with LeMay for Dumpster Location dated Nov. 14, 2022, does not demonstrate that they have approved the location. **Provide the LeMay approval of the dumpster location.**

B. DMC 25.45 Performance Standards

1. The civil cover sheet and landscape plans describe the site as being 18.49 acres. The WFCI report describes the site as 19.38 acres. The 2022 recorded short plat describes Lot 1 as 17.79 acres, Lot 2 as 1.93 acres, which is 19.65 acres. **Please reconcile the property area and confirm the correct area.**
2. DMC 25.45.030 Provides the required performance standards:
 - (a) A minimum 15-foot rear yard is required. The City interprets the rear yard to be the lot line opposite the front, so the west property line. There is a wall that appears to be greater than 6 feet in height proposed within the 15-foot setback. **The wall must be less than 6 feet in height when within the setback area. The proposal is currently non-compliant for rear setbacks.**
 - (b) Outdoor storage (supplies, materials, or products not contained in a structure) shall not cover more than two percent of the total site area and shall be screened from streets and adjoining properties by a 100 percent sight obscuring wall or fence. The city interprets the trailer parking area as outdoor storage, which is therefore required to meet these size limitations and screening requirements. **Provide the area of the trailer parking demonstrating that it represents no more than two percent of the total site area and provide screening in the form of a screen wall. The exterior of the wall will also need landscaping to meet the City's blank wall requirements.**

- (c) Trash enclosures shall be provided as required by Chapter 25.100 DMC. **The trash enclosure for Building B is located adjacent to Sequalitchew Creek Trail and needs to be relocated. See also Landscaping, below.**
- (d) Noise levels shall not exceed the maximum allowed in Chapter 9.09 DMC (Sound and Vibration) for Class B (commercial) environmental designations. **A Noise Study will be required to demonstrate noise impacts to Sequalitchew Creek Trail are within permissible levels. Note that the city strongly prefers a site plan with the truck maneuver and dock locations on the north side to minimize noise impacts. Alternatively, a sound wall may be required to buffer noise impacts. See also, SEPA below.**
- (e) Outdoor lighting shall be designed to minimize light escapement beyond the site. **Submit a photometrics plan for the site demonstrating compliance. See also SEPA, below**

C. Cultural, Historical and Archaeological Resources, DMC 25.80

- 3. Per DMC 25.80.020 and 030 the site of the Methodist/Episcopal Mission is a designated cultural resource site, and no structure, roads or utilities are permitted within 50 feet of the markers identifying cultural resource sites. The site plan indicates the marker will remain in its existing location with a 50-foot buffer. It appears irrigation is depicted within the 50-foot radius. **Revise the irrigation plan to remove irrigation facilities from within the 50-foot radius of the marker.**

D. Landscaping, DMC 25.90

- 4. Per DMC 25.90.030(1) requires street trees be planted within the right of way at a distance of 40 to 50 feet; be of the same species as others within the same streetscape and at least two inches caliper and minimum branch height of six feet. You are proposing Acer Rubrum/Armstrong Gold Maple for the street trees with a 2-inch caliper. This type of tree is prohibited as a street tree. **Revise the street tree type per the Tree Care Manual and of a type consistent with the trees planted within the existing Sequalitchew Drive right of way. Note, the City has recently listed all maple trees to the “prohibited” tree list.**
- 5. Per DMC 25.90.030(3)(b), trash receptacles are required to be screened from high-use areas. The receptacle located south of Building B is directly adjacent to Sequalitchew Creek Trail, a high-use area and no screening is provided. **The enclosure shall be moved to a lesser used/visible area. Depending on the location and its visibility to either public right of way, screening may be required along all sides of the enclosure.**
- 6. DMC 25.90.040 requires that the landscaping require minimal irrigation. **A statement is required as to the technique to conserve water and the amount of irrigation required.**

E. Parking, DMC 25.95

- 7. The proposal provides 199 vehicle parking spaces and 47 trailer parking spaces. A Parking Analysis is provided on the Architectural Site Plan that is based on building size. DMC 25.95.030 requires the parking quantity to be based on a range of 0.3 and 1.0 spaces per the number of workers at maximum shift. The City typically applies this standard to the entire building (i.e. not a separate/added requirement for office space) as it is assumed that warehouse type uses would contain some office space. You will be required to estimate the number of workers anticipated at maximum shift to demonstrate compliance with DMC 25.95.030. **Revise the parking analysis that is based on the parking requirements per DMC 25.95.030.** Note: the City does not include the trailer parking spaces in the total code required parking calculation.

8. Per DMC 25.95.040(5) the parking shall not be located in required front yards or within five feet of any property line. It appears that the parking area located east of Building B is within the 25-foot front setback area and is not compliant. **Revise the proposal to remove parking in the front setback area.**

F. Critical Areas, DMC 25.105

9. Confirm/ensure that all grading is located outside of the 100-foot Sequallitchee Creek buffer.
10. The proposal is located within an area of the City that is mapped by WDFW as containing several terrestrial state priority habitat and species. **The City will require verification of the presence of the priority habitats and species within and adjacent to the development area in accordance with DMC 25.105.050(2)(e). If nests are found, the proposal shall meet the recommendations provided by WDFW.**

G. Tree Retention, DMC 25.120

DMC 25.120 Tree Retention applies to all new development projects that require Site Plan Approval. You provided Tree Retention Plans and a Tree Protection Report/Plan prepared by WFCI that were reviewed.

11. Review of the WFCI Tree Report finds that trees were evaluated in the project and adjacent non-project area (Lot 3). The report states there are a total of 76 landmark trees *in the project area* and a total of 20 can be retained. The other 56 landmark trees are either unhealthy or located within the footprint of proposed buildings, roads, storm ponds, or parking lots. A total of 227 trees are noted as to be retained *in the project area*. The following additional information is needed within the WFCI report to complete Site Plan Review:
 - (a) Table 1 provides a summary of trees in cover type 1 but does not provide a listing of trees that meet the definition of landmark trees, which are the tree types that are regulated per DMC 25.120.030. **Revise the table (or clarify) that the listed trees are only within the DuPont 243 West project area. Revise or provide an additional table that lists how many landmark OWOs and landmark non-oaks are within the project area.**
12. DMC 25.120.030(3) requires a minimum of 1.5 trees per acre to be retained, which is 37 trees. The landscape plans indicate that there are 770 trees within the project boundary and 397 trees will be removed, leaving 373 trees. The WFCI tree report provides that there are 682 healthy trees, which requires retention of 29 trees. The proposal will retain 225 trees, exceeding the minimum tree retention requirement. **Please reconcile the landscape plan and WFCI report so that the same statistics are provided.**

H. Transportation Concurrency

13. DMC Chapter 25.115 describes the compliance requirements of the State Growth Management Act (GMA) for consistency between City and county-wide planning policies under the GMA, specifically related to adequacy of transportation facilities and level of service standards for new development. **In your comment response letter, include a request to complete concurrency evaluation concurrent with the Site Plan Approval process.**

I. SEPA Requirements

The proposal will be subject to SEPA environmental review. **Please submit the following:**

1. Update the SEPA Checklist as follows:

(a) Effective January 20, 2023 there is a new WA State SEPA Checklist that needs to be used for the application. It can be located at this link:

[SEPA document templates - Washington State Department of Ecology](#)

(b) Section A.8, add the new studies that are required to be submitted and listed below.

(c) Section A.10, will a Forest Practices Permit be required for the proposal? If so, add to the list of permits.

(d) Update Section B.5.a, and 5.d with the findings of the Priority Habitat & Species Reconnaissance.

(e) Update Section B.7.b with the findings of the Noise Study.

2. As described above, update the Arborists Report meeting the requirements of DMC Chapter 25.120.

3. Verification of the presence of, and, if needed, mitigation for the protection of, Priority Habitats and Species per DMC 25.105.050(2)(e).

4. Provide a Photometric Analysis in compliance with DMC 25.45.030(15) demonstrating no light spill to the Sequalitchew Creek Trail.

5. Noise Study describing existing ambient noise and predicted noise impacts to the Sequalitchew Creek Trail (see previous SEPA MDNS for specifics).

6. Documentation from the Department of Ecology with guidance to what they will require regarding soil contamination. Alternatively, you may provide a letter from Ecology that states that Ecology will provide their comments and conditions as part of their SEPA environmental review process.

BUILDING DEPARTMENT COMMENTS. Contact Roy Shipman at (253) 912-5216 or rshipman@dupontwa.gov.

FIRE DEPARTMENT COMMENTS. Contact Mike Turner at (253) 666-2760 or mturner@dupontwa.gov.

ENGINEERING AND WATER DEPARTMENT COMMENTS. Contact Shukri at (253) 912.5393, or bkincaid@dupontwa.gov.

If you have any questions, please call me at 253-912-5393.

Sincerely,



Barb Kincaid, AICP
Director of Public Services
City of DuPont

Cc: File No. PLNG2022-031 and -032
Ben Varin, Avenue 55, 601 Union Street, Suite 2930, Seattle, WA 98101

Lisa Klein, AHBL, Inc. (representing the City of DuPont)
Ray Shipman, Building Department
Scott Hein, City of DuPont Public Works
Shukri Sharabi, DuPont City Engineer
Larry Clark, City of DuPont Public Works