

SUBMITTAL CHECKLIST

The following is a checklist of necessary items to apply for a permit:

- ◇ 1 COMPLETED BUILDING PERMIT APPLICATION FORM
- ◇ 3 COPIES OF YOUR SITE PLAN
- ◇ 3 COPIES OF ALL OTHER PLANS
- ◇ DRIVEWAY, SIDEWALK, PARKING, HANDICAP ACCESS
- ◇ FIRE DEPT ACCESS & HYDRANTS
- ◇ BUILDING CODE SUMMARY
- ◇ CEILING/ROOF FRAMING PLAN
- ◇ FLOOR PLAN
- ◇ WINDOW & DOOR SIZE (WITH U-VALUE)
- ◇ ENGINEERING FOR SPECIAL CONDITIONS
- ◇ SPECIAL EQUIPMENT
- ◇ PLUMBING & MECHANICAL PLAN
- ◇ CONSTRUCTION DETAILS
- ◇ BUILDING SECTIONS
- ◇ COMPLETED FIXTURE WORKSHEET

This brochure is a summary of permit standards. If you have any questions please contact Development Services at (253) 841-5482.

CITY OF PUYALLUP
DEVELOPMENT SERVICES
1100 39th AVE SE
PUYALLUP, WA 98374

Submittal Requirements for Espresso Stands



Development Services
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Submittal Requirements for an Espresso Stand

This brochure summarizes the process for espresso stand requirements in the City of Puyallup, including permit requirements.

SITE PLAN

- ◆ Scale and north arrow.
- ◆ Show the location of the proposed stand, required parking, vehicular drive up window parking, and vehicular access
- ◆ Basic data (type of structure, square footage, location).
- ◆ Distance to property lines, buildings located on adjacent lots, street name, location and use and vicinity map.
- ◆ Existing and proposed structures labeled with dimensions.
- ◆ Location of utilities.
- ◆ Show required 96” wide van accessible parking space with an adjacent 96” wide access aisle.

CODE SUMMARY

- ◆ No building permit is required if the espresso stand is built on a **mobile frame** that can be rolled around by hand, on the sidewalk, or in a store which occupies less than 50 square feet in area.
- ◆ If the espresso stand is built on a **mobile trailer frame** it must be certified by Washington State L & I and must have their insignia posted on it before we will issue a permit for it to be placed in the city.

- ◆ If the espresso stand is **built on skids** and **not connected** to city sewer or water it shall comply with the following:
 - a. A 3 1/2 inch concrete slab is required for the foundation.
 - b. Four (4) tie-downs shall be installed in the slab at time of the slab being poured or the tie-downs shall be epoxied in after the concrete is poured.
 - c. If the building is installed on the asphalt there shall be four (4) earth anchors, each anchor shall have a 500 LB hold down capacity.
- ◆ If the espresso stand is built on a **permanent foundation** and **connected** to city sewer or water it will comply with the following:
 - a. A bathroom may be required please see the following:
 - 1: A bathroom will be required if there is no restroom facilities available for the employees within the immediate area, and if there is one available they must have written permission to use it.
 - 2: The bathroom will not be required to be ADA accessible with less than ten employees.

BUILDING PLANS

- ◆ Foundation plan showing all details.
- ◆ Floor framing plan shall show all framing members.
- ◆ Floor lay out showing the counters, sinks and equipment.
- ◆ The wall framing and roof framing with details, if trusses are used please submit the engineering.
- ◆ Show the door and window sizes and their U-values, and header details.

- ◆ Show the insulation and R-values, and any gearing ignites.
- ◆ A double check valve assembly is required on the incoming water line.
- ◆ Show location point for connection to water and sewer.

LOCATION – Espresso stands shall be located in the following manner:

- ◆ The stand and service area shall not block designated sidewalks, emergency exits or fire lanes.
- ◆ The stand and service area shall not occupy any required parking spaces or encroach into vehicle travel lanes – PMC 20.30.045(12)(b) & (c); and,
- ◆ The stand shall not be located within any required landscape area – PMC 20.30.045.(12)(a).

PARKING – A minimum of two (2) parking spaces shall be provided for employees, and espresso stands providing drive-up windows shall provide at least six (6) vehicle stacking spaces for each window, equal to 15 linear feet per stacking space – PMC20.55.013. Van accessible parking required.

TRASH RECEPTACLES – All espresso stands shall provide adequate trash receptacles – PMC20.30.045 (12)(a).

OTHER REQUIREMENTS – The owner of the stand shall comply with applicable City and Health Department licensing requirements – PMC 20.30.045(12)(d).

WATER AVAILABILITY

- ◆ If the site is outside the City’s water area, a water availability letter is required from the water purveyor for the area.

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