



City of Puyallup

Building Division

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

www.cityofpuyallup.org

Permit Review Correction Letter

Permit Application #PRRNSF20230918

January 31, 2024

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 address all comments and complete and submit the [resubmittal form](#) and a letter of transmittal. Letter of transmittal must be submitted to the 'resubmittal form' 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.

- 1 Log in to your permits portal and navigate to the status page for this permit under the "My Items" tab by selecting the "Upload Submittals" button under the permit number.
- 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. Click 'Upload Documents' at bottom of the page.
- 3 If any re-submittal fees have been assessed, you will need to pay your resubmittal fee at the time of resubmittal. Your resubmittal will not be processed until the fee has been paid.

Corrections

Corrections to be addressed on the next set of resubmitted plans:

Engineering Review	Linda Lian	(253)841-5577	LindaL@PuyallupWA.gov
<p>- Site plan cannot be approved until the stormwater report is approved and all requirements are verified between the two documents. [Site plan Sheet 1 of 3]</p>			
Engineering Storm Review	Lance Hollingsworth	(253)770-3337	LHollingsworth@PuyallupWA.gov
<p>- Expand infiltration narratives to include infeasibility criteria from the Ecology Manuals List 2 BMP links. [Storm Report, Page 11]</p> <p>- From conversation with engineer bioretention feasibility narrative will include the following Ecology Manual infeasibility criteria: The site has limited buildable area outside the wetland buffer and there is geotechnical observation of "relatively impermeable soils" throughout the site which are conditions of a hydraulic restriction layer. [Storm Report, Page 11]</p>			
Planning Review	Josh Kubitza	(253)284-0214	jkubitza@ahbl.com
<p>- Additional Submittal Item Required: The project is located in the Downtown Design Guidelines Review Area. The project is therefore subject to design review by the Design Review and Historic Preservation Board (DRHPB) because it meets one of the following scopes of work: all new development projects of any size; or exterior alterations, redevelopment or additions to existing buildings that affect: 25% of an exterior elevation that is a street or alley-facing façade; or 50% of an exterior elevation that is facing a side lot line or adjacent property; buildings constructed prior to 1949. Additional thresholds apply to RM zoned parcels. See the Downtown Design Guidelines (DDGs) pg. 4-5 for more details. This design review is a separate permit application. The application form can be downloaded from the City website here: www.cityofpuyallup.org/DocumentCenter/View/12898/Downtown-Design-Review-Application_2020. Please submit this application form through the City's online permit portal by applying for the Planning permit called "Downtown Design Review". The Downtown Design Guidelines can be downloaded at www.cityofpuyallup.org/DocumentCenter/View/1362/Downtown-Design-Guidelines-. Your project will be reviewed by the Board who will approve, approve with conditions or deny your application. You can schedule a pre-application meeting with the Board to receive early feedback before proceeding into the formal design review process. Contact the case planner for further details. Your design review meeting with the Board cannot be scheduled until your landuse permit, if one is required for your project, has been issued its first Design Review Team Comment (DRT) comment letter.</p> <p>Planning is unable to approve the building permit application until design review is complete.</p> <p>- Per PLSHP 20220104 Condition of Approval #9: Return official copy of final recorded plat document to City within 1 year of issuance of final DRT letter. Return form and recording instructions can be found at www.cityofpuyallup.org/DocumentCenter/View/14858/SHORT-PLAT-RECORDING-FORM?bidId=. No building permits can be applied for until this official document is returned to the City.</p>			

Conditions

The items listed in the table below are conditions of the permit that do not need to be addressed on the next resubmittal of plans but will need to be fulfilled at some point in the permit review process. The "Condition Category" indicates the approximate phase of the permit process by which the condition must be fulfilled in order for the City to continue processing this permit. "Condition Status" if "Open" means that the condition has not been fulfilled, if "Resolved" means the condition has been fulfilled successfully. For some conditions that require submittal of a document to the City, those documents can be submitted via the Conditions Section of the [City's permit portal](#).

Condition Category	Condition	Department	Condition Status
Prior to Issuance	** Site plan cannot be approved until the stormwater report is approved and all requirements are verified between the two documents **	Engineering Division	Open
Prior to Issuance	Civil permit PRCCP20240014 must be issued prior to the issuance of this permit. To date Civil permit application PRCCP20240014 has an incomplete submittal status. LL 10/26/2023	Engineering Division	Open
Prior to Occupancy	All work associated with civil permit PRCCP20240014 must be completed prior to occupancy. Civil permit application has not yet been submitted. LL 10/26/2023	Engineering Division	Open
Prior to Occupancy	The approved Stormwater Maintenance Agreement shall be recorded prior to the City granting a certificate of occupancy. Once recorded, provide the City with the Auditor File Number (AFN) for verification.	Engineering Division	Open

If you need assistance with resubmitting your corrections, please contact the Permit Center.

Sincerely,

City of Puyallup Permit Center
(253) 864-4165 option 1
permitcenter@puyallupwa.gov