



City of Puyallup

Building Division

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

www.cityofpuyallup.org

Brett Lindsay
523 N D St
Tacoma, WA 98403

May 27, 2025

Notice of Incomplete Permit Submittal

RE: Application Number PRCNC20250692

Dear Brett Lindsay,

A permit application has been received by this office on May 23, 2025. The following required items are outstanding:

- Site Plan – Please provide a site plan – see link [Sample-Site-Plan-PDF](#)
- Construction Plan Set – Please provide a Construction Plan set
- Energy Code Worksheets – Please provide Energy Code Worksheet – see link [state-building-code/energy-code](#)
- Structural Calculations - Please provide Structural Calculations
- Project Specifications – Please provide Project Specifications
- Truss Layout – Please provide Truss Layout
- Truss Plan for TJIs or BCIs – Please provide Truss Plan for TJIs or BCIs
- Truss Specification Packet w/Engineers Stamp – Please provide Truss Specification Packet w/Engineers Stamp
- Hazardous Material Inventory Statement - Please provide Hazardous Material Inventory Statement
- Traffic Scoping Worksheet - Please provide Traffic Scoping Worksheet – see link [Traffic-Scoping-Worksheet](#)



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- Plumbing Fixture Worksheet for Commercial, Industrial, and Multi Family Projects - Please provide Plumbing Fixture Worksheet – see link [Plumbing-Fixture-Worksheet](#)
- Landscape Plans - Please provide Landscape Plans
- Narrative From Project Architect - Please provide Narrative From Project Architect
- Architectural Elevations - Please provide Architectural Elevations
- Vicinity Map - Please provide Vicinity Map

The above information must be received by our office to deem this application complete. If the required information is not received within 90 days, your application will be canceled.

Should you require further information, please do not hesitate to contact the Permit Center.

Sincerely,

City of Puyallup Permit Center
(253) 864-4165 option 1