



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 30, 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 with parcel number or site address
- Construction Plan Set - Please provide a construction plan with parcel number or site address
- Energy Code Worksheets - Please provide an energy code worksheet parcel number or site address
- Structural Calculations - Please provide a structural calculation parcel number or site address
- Truss Layout - Please provide a truss layout parcel number or site address
- Truss Specification Packet w/Engineers Stamp - Please provide a truss spec with parcel number or site address
- Hazardous Material Inventory Statement - Please provide a hazard report with parcel number or site address
- Traffic Scoping Worksheet – Please provide Traffic Scope Worksheet see link [Traffic-Scoping-Worksheet](#)
- Plumbing Fixture Worksheet for Commercial, Industrial, and Multi Family Projects – Please provide plumbing fixture worksheet – see link [Plumbing-Fixture-Worksheet](#)
- Landscape Plans - Please provide a landscape plan with parcel number or site address. Please remove wording "Permit Set" and "Review Set Not for Construction"



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- Architectural Elevations - Please provide an architectural elevation with parcel number or site address
- Vicinity Map - Please provide a vicinity map with parcel number or site address

Note: All submittal documents need a parcel number or site address, please flatten all documents.

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