



City of Puyallup

Building Division

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

www.cityofpuyallup.org

Permit Review Correction Letter

Permit Application #PRCNC20250692

July 22, 2025

The City has completed the review of the above-mentioned permit submittal. All 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 upload a ~~Correction Response Letter~~ that states how the corrections have been addressed in your resubmitted documents. Avoid using "upload additional docs" unless there is NO submittal item available for your document. Please Note: 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:

Building Review	Brian Snowden	(253)435-3618	BSnowden@puyallupwa.gov
<p>- Please correct this to reference the 2021 IBC. [CONSTRUCTION PLAN SET - RESUB; 2025\PRCNC20250692\CONSTRUCTION PLAN SET - RESUB.pdf; pg. 2]</p> <p>- The 2021 Washington State Energy Code - Commercial Edition, Table C402.1.3 and ASHRAE 90.1-2022, Table 5.5-4 for Climate Zone 4C requires min. R-49 ceiling insulation for attics. Please make this correction throughout the plan set.</p> <p>Updated comment (7-21-2025): Section C407.3 (specifically, item #1) in the 2021 Washington State Energy Code states: "Compliance with this section requires compliance with ASHRAE Standard 90.1 Appendix G, Performance Rating Method, in accordance with Standard 90.1 Section 4.2.1 with the following modifications: 1. The mandatory requirements of the Washington State Energy Code are required to be met, instead of those of Section G1.2.1a of ANSI/ASHRAE/IESNA 90.1." Therefore, all insulation values must meet the minimums set by the 2021 Washington State Energy Code. [CONSTRUCTION PLAN SET - RESUB; 2025\PRCNC20250692\CONSTRUCTION PLAN SET - RESUB.pdf; pg. 8]</p> <p>- These leaders appear to be missing a note. [CONSTRUCTION PLAN SET - RESUB; 2025\PRCNC20250692\CONSTRUCTION PLAN SET - RESUB.pdf; pg. 14]</p> <p>- A portion of this note has been cut off. [CONSTRUCTION PLAN SET - RESUB; 2025\PRCNC20250692\CONSTRUCTION PLAN SET - RESUB.pdf; pg. 14]</p> <p>- ASHRAE 90.1-2022, Table 5.5-4 for Climate Zone 4C requires R-49 ceiling insulation for attics.</p> <p>Updated comment (7-21-2025): Section C407.3 (specifically, item #1) in the 2021 Washington State Energy Code states: "Compliance with this section requires compliance with ASHRAE Standard 90.1 Appendix G, Performance Rating Method, in accordance with Standard 90.1 Section 4.2.1 with the following modifications: 1. The mandatory requirements of the Washington State Energy Code are required to be met, instead of those of Section G1.2.1a of ANSI/ASHRAE/IESNA 90.1." Therefore, all insulation values must meet the minimums set by the 2021 Washington State Energy Code. [ENERGY CODE WORKSHEET (ENERGY REPORT) - RESUB; 2025\PRCNC20250692\Energy Model_ETC_Clubhouse_R3.pdf; pg. 11]</p> <p>- Please verify U-values per the most recent edition of the 90.1 standard (2022) for Climate Zone 4C.</p> <p>Updated comment (7-21-2025): Section C407.3 (specifically, item #1) in the 2021 Washington State Energy</p>			

Code states: "Compliance with this section requires compliance with ASHRAE Standard 90.1 Appendix G, Performance Rating Method, in accordance with Standard 90.1 Section 4.2.1 with the following modifications: 1. The mandatory requirements of the Washington State Energy Code are required to be met, instead of those of Section G1.2.1a of ANSI/ASHRAE/IESNA 90.1." Therefore, all insulation values must meet the minimums set by the 2021 Washington State Energy Code. [ENERGY CODE WORKSHEET (ENERGY REPORT) - RESUB; 2025\PRCNC20250692\Energy Model_ETC_Clubhouse_R3.pdf; pg. 11]

- Verify insulation at slab on grade.

Updated comment (7-21-2025): Section C407.3 (specifically, item #1) in the 2021 Washington State Energy Code states: "Compliance with this section requires compliance with ASHRAE Standard 90.1 Appendix G, Performance Rating Method, in accordance with Standard 90.1 Section 4.2.1 with the following modifications: 1. The mandatory requirements of the Washington State Energy Code are required to be met, instead of those of Section G1.2.1a of ANSI/ASHRAE/IESNA 90.1." Therefore, all insulation values must meet the minimums set by the 2021 Washington State Energy Code. [ENERGY CODE WORKSHEET (ENERGY REPORT) - RESUB; 2025\PRCNC20250692\Energy Model_ETC_Clubhouse_R3.pdf; pg. 11]

Engineering Review	Yianni Charitou	(253)435-3612	YCharitou@PuyallupWA.gov
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- The water utility overlay does not match East Town Crossing phase 1 or 2 civil plans. Are additional water lines and services going to be installed to serve this building? According to the civil plans, the only water service for the clubhouse is located at the southeast corner of the building. [SITE PLAN - RESUB; 2025\PRCNC20250692\Site Plan ONLY_ETC_Clubhouse_R1.pdf; pg. 1]

- Correct orientation of compass rose on all plumbing sheets. [CONSTRUCTION PLAN SET - RESUB; 2025\PRCNC20250692\CONSTRUCTION PLAN SET - RESUB.pdf; pg. 36]

- The updated site plan depicts two sanitary sewer points of connection for this building, presumably one for the office and another for the upstairs dwelling unit. Depict and label both connection points on the plumbing plans and separate the internal waste plumbing accordingly. [CONSTRUCTION PLAN SET - RESUB; 2025\PRCNC20250692\CONSTRUCTION PLAN SET - RESUB.pdf; pg. 36]

- Other water points of connection are depicted on the site plan even though those services do not match the civil plans. Verify with architect the location of the water connection prior to resubmitting. [CONSTRUCTION PLAN SET - RESUB; 2025\PRCNC20250692\CONSTRUCTION PLAN SET - RESUB.pdf; pg. 40]

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 for the City to continue processing this permit. "Condition Status." If "Open" means that the condition has not been fulfilled, "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 Completion	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
Prior to Completion	Right-of-way dedication to match the abutting street classification shall be required as determined by Development Engineering. No building permit or development permit shall be granted for the construction or substantial improvement of any industrial, commercial, or residential building, or plat unless the plans and specifications contain provisions for the dedication to the City of sufficient street right of way for the classification of the street abutting the property according to the street plans and street development needs of the city for that street. Building permit PRCNC20241917 cannot be issued until boundary line adjustment PLBDJ20240103 is approved and recorded which depicts the required right-of-way dedication. The building permit site plan must match the approved boundary line adjustment.	Engineering Division	Resolved
Prior to Issuance	Building permit PRCNC20241917 cannot be issued until civil construction permit PRCCP20240808 is issued first. The building permit site plan must match the approved civil plan. [Yianni Charitou @ 06/16/2025 2:56 PM]	Engineering Division	Resolved
Prior to Completion	Occupancy will not be granted until civil construction permit PRCCP20241846 has been completed and the final inspection has been passed. [Yianni Charitou @ 06/16/2025 2:55 PM]	Engineering Division	Open
Prior to Completion	This property lies within a regulated flood zone. According to the FEMA LOMR Case Number 21-10-0191P issued on April 27, 2022 and effective September 8, 2022, the flooding zone has been revised and the proposed building is no longer within the AE flood zone.	Engineering Division	Resolved
Prior to Issuance	In accordance with Puyallup Municipal Code 11.08.135, new commercial projects that have a structure improvement value exceeding \$200,000 in valuation are required to complete	Engineering Division	Resolved

Condition Category	Condition	Department	Condition Status
	improvements along the property's street frontage. Your project will be required to complete frontage improvements which may include curb, gutter, planter strips, street trees, sidewalks, storm drainage, street lighting, and one-half street paving (only required if the existing pavement condition is poor) as determined by Development Engineering. The building permit shall not be issued until the frontage improvement designs have been approved by the City and civil construction permit application PRCCP20240569 has been issued.		
Prior to Completion	Your project is required to install frontage improvements in accordance with Puyallup Municipal Code 11.08.135. Building permit occupancy shall not be granted until the frontage improvements are completed and accepted, and civil construction permit PRCCP20240569 is finalized/closed.	Engineering Division	Open
Prior to Issuance	Per Puyallup Municipal Code Chapter 11.24, the property is subject to two recorded sanitary sewer latecomer's agreements. The property owner will be required to submit a development contribution latecomer fee for the Viking JV, LLC sanitary sewer main extension and sanitary sewer lift station/force main as defined in latecomer's agreements recorded under AFNs 202107061306 and 202406210039, respectively. The latecomer's development contribution fees have been assessed on building permit application PRCNC20241917. Latecomer contribution fees paid under PRCNC20241917 on 3/13/2025.	Engineering Division	Resolved
Prior to Completion	According to PMC Chapter 19.06.020, contiguous parcels are required to be combined when they share common facilities including but not limited to access, parking, utilities, open space, landscaping, signage, etc., for which no easements or other legal instruments exist to ensure continuous ownership, use and maintenance of such facilities. In this particular case, the East Town Crossing parcels share such facilities including driveway access, parking, landscaping, trash enclosures, and utilities. Prior to building permit issuance, the applicant shall apply for and provide a recorded legal instrument (binding site plan) for the continuous ownership, use, and maintenance of the common facilities in compliance with Puyallup Municipal Code. Directed by Puyallup management to change this from a prior to issuance to prior to completion condition.	Engineering Division	Open

Condition Category	Condition	Department	Condition Status
Prior to Completion	<p>A minimum 1" fire service is required to supply the structure's fire sprinkler system. The applicant shall coordinate water service connection with the City prior to starting site work by scheduling an inspection through the CityView portal.</p> <p>Per City Design Standard Section 302.3, a double detector check valve assembly (DDCVA) backflow device is required on the fire service line to any building which is equipped with a closed fire sprinkler protection system. The DDCVA shall be located inside the building or in a vault at or near the property line and shall be installed in accordance with City Standard Detail 03.10.01-1 and 03.10.01-2.</p> <p>Upon approval of the installation by the city inspector, the backflow device shall be tested by a Washington State certified backflow assembly tester, and the test report results shall be submitted to the City prior to occupancy of the building.</p>	Engineering Division	Open
Prior to Completion	<p>An approved reduced pressure backflow assembly (RPBA) device is required to be installed on the commercial water service per City Standard Detail 03.04.02 since the potable water service will have a direct connection to the proposed pool. For more information, visit https://www.cityofpuyallup.org/1131/Backflow-Prevention-Cross-Connection.</p> <p>Upon approval of the installation by the city inspector, the backflow device shall be tested by a Washington State certified backflow assembly tester, and the test report results shall be submitted to the City prior to occupancy of the building.</p>	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