
Commercial HVAC Plan Requirements

Brian Snowden <BSnowden@puyallupwa.gov>
To: Marina Williams <mwilliams@permitplace.com>

Mon, Jul 21, 2025 at 10:48 AM

Hi Marina,

Yes, you will need construction drawings for the HVAC replacement. The plans should show the location of the replaced unit and all ductwork, etc. that will be replaced (as applicable). If the unit is an RTU, and only that RTU is being replaced, you can submit a "site plan" in the form of a satellite top-down image of the property with the applicable unit highlighted or otherwise identified. This site plan may be used in lieu of an actual drawing.

Please also provide the manufacturer's specification sheet for the new unit and any available information you have on the existing unit (spec. sheet, label, etc.).

Please let me know if you have any questions.

Thank you,

Brian Snowden

Senior Plans Examiner

City of Puyallup | Building Division

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www.cityofpuyallup.org

Please send permit inquiries to permitcenter@puyallupwa.gov

To apply for a permit, click here to access the [City's Permit Portal](#). Or scan this QR code with your phone to learn more.



From: Marina Williams <mwilliams@permitplace.com>

Sent: Monday, July 21, 2025 10:37 AM

To: Brian Snowden <BSnowden@PuyallupWA.gov>

Subject: Commercial HVAC Plan Requirements

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