



City of Puyallup

Building Division

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

www.cityofpuyallup.org

Permit Review Correction Letter

Permit Application #PRRWF20250002

August 21, 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, resubmit 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 the 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	Yianni Charitou	(253)435-3612	YCharitou@PuyallupWA.gov
<p>- Provide a drainage plan for the proposed retaining wall that depicts the footing drain at the back of the wall. The referenced footing drain is not depicted in the AHBL structural plans, Barghausen civil plans, or in any details. More information is needed on the footing drain design and its connection to the onsite stormwater system. [SITE PLAN, sheet A0.1] [SITE PLAN - RESUB; 2025\PRRWF20250002\25_0812 Wesley BP2 CC - Sheet - A0-1 - ARCHITECTURAL SITE PLAN0.pdf; pg. 1]</p> <p>- To satisfy the utility overlay requirement from the first review corrections, please submit the approved PCR civil plans with the next retaining wall resubmission. [SITE PLAN, sheet A0.1] [SITE PLAN - RESUB; 2025\PRRWF20250002\25_0812 Wesley BP2 CC - Sheet - A0-1 - ARCHITECTURAL SITE PLAN0.pdf; pg. 1]</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 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	The retaining wall building permit site plan must match the approved civil site plan. Since there was a significant change to the building footprint that impacts storm drainage, utility crossings, and other civil components, a formal Plan Change Request (PCR) is required for civil construction permit PRCCP20231028. Please email the new civil plans and PCR form to the City's development engineer assigned to the civil permit.	Engineering Division	Resolved

Condition Category	Condition	Department	Condition Status
	The Engineering review on the retaining wall building permit cannot be approved until the civil permit PCR is approved first since the two permits must match. It is the applicant's responsibility to coordinate the next building permit submission with the approval of the PCR to avoid redundant reviews and permit fees. [Yianni Charitou @ 01/23/2025 2:19 PM]		

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