



City of Puyallup

Building Division

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

www.cityofpuyallup.org

Permit Review Correction Letter

Permit Application #PRCTI20250853

August 28, 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:

Engineering Traffic Review	Mieco Hutchens	(253)993-0179	mhutchens@puyallupwa.gov
- A traffic scoping worksheet will be required for this project. City policy requires the project trips to be estimated using the Institute of Transportation Engineers' (ITE) Trip Generation, 11th Edition. In general, trip generation regression equations shall be used when the R2 value is 0.70 or greater. Once the traffic scoping worksheet is reviewed, a written response would be sent to the applicant's traffic engineer outlining the scope of the project's Traffic Access and Impact Study The City has adopted a City-Wide Traffic Impact Fee of \$4,500 per PM peak hour trip. Final fees will be calculated and assessed by the City at the time of building permit issuance. The City is currently performing a traffic impact fee rate study. Impact fee rates will be charged prior to building occupancy, meaning the current \$4500 per PM Peak hour trip rate cannot be vested. Expected current land use is bed/linen store, changing to a Health/Fitness club. [Mieco Hutchens @ 08/28/2025 9:13 AM] Discussion continues between the City and the applicants Traffic Engineer. Impact fees will be assessed when an agreement is reached on how to calculate trip generation. [Comment Correction; ; pg. N/A]			

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	A certificate of water availability is required from Fruitland Mutual Water Company, the site's water purveyor. You can initiate the certificate request by completing the application found here: http://www.fruitlandwater.com/Water_availability_letter_only.pdf and submitting it to Fruitland Mutual. (PMC 14.22.020)	Engineering Division	Resolved
Prior to Issuance	In accordance with Puyallup Municipal Code 11.08.135, non-residential tenant improvement projects that qualify as substantial improvements (the cost of which equals or exceeds 50% of the market value of the structure before the "start of construction" of the improvement) and when the remodel valuation exceeds \$500,000 are required to complete improvements along the property's street frontage. The former occupancy was retail (Group IIB, M - Mercantile). Existing Valuation = [Mercantile (M), Construction Type IIB] \$175.31/SF x 19,781 SF = \$3,467,807.1. Project valuation per application = \$750,000. The project does not qualify as a substantial improvement, and, therefore, frontage improvements are not required.	Engineering Division	Resolved

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