



City of Puyallup

Building Division

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

www.cityofpuyallup.org

Tonja Young
17th Ave E
Tacoma, WA 98445

November 13, 2025

Development Submittal Notice

Permit Application Number PRMH20251486

Dear Tonja Young,

Thank you for submitting your permit application documents to the City of Puyallup. The Permit Center reviewed your submission on November 12, 2025 and determined that it is insufficient.

Missing or Insufficient Submittal Documents

Please submit the following items through the [permitting portal](#).

- Energy Code Worksheets
- Floor Plan - Provide a floor plan indicating where units will be installed.
- Structural Calculations for Mechanical Permit – Please provide for the rooftop unit.
- Structural Plans for Mechanical Permit – Please provide for the rooftop unit.

The submittal shall only be considered complete if the information requested above is received by the City of Puyallup within 90 days of date of this letter and deemed satisfactory by the Permit Center. Otherwise, your permit application will be canceled, and you will need to apply for a new permit. Once your submission is accepted, deemed complete, and any outstanding fees are paid, your submittal will proceed to plan review.

For questions or assistance, please contact the Permit Center.



City of Puyallup

Building Division

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

www.cityofpuyallup.org

Always in Season,

Puyallup's Permit Center

333 S Meridian, 2nd Floor

Puyallup, WA 98371

(253) 864-4165, option 1

PermitCenter@PuyallupWA.gov