



City of Puyallup

Building Division

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

www.cityofpuyallup.org

Elite Mechanical Services, LLC
2625 Reinhardt Lane NE STE F
Lacey, WA 98516

November 21, 2025

Development Submittal Notice

Permit Application Number PRMH20251523

Dear Elite Mechanical Services, LLC,

Thank you for submitting your permit application documents to the City of Puyallup. The Permit Center reviewed your submission on November 21, 2025 and determined that it is insufficient.

Missing or Insufficient Submittal Documents

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

- Mechanical Plans – Please provide a plan set showing details on your scope.
- Energy Code Worksheets
- Structural Calculations for Mechanical Permit – Please provide structural details as these are rooftop units, alternatively, provide weight details for the existing and proposed units.
- Structural Plans for Mechanical Permit – Please provide structural details as these are rooftop units, alternatively, provide weight details for the existing and proposed units.

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.



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Always in Season,

Puyallup's Permit Center

333 S Meridian, 2nd Floor

Puyallup, WA 98371

(253) 864-4165, option 1

PermitCenter@PuyallupWA.gov