



City of Puyallup

Building Division

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

www.cityofpuyallup.org

Devin Snyder
13609 86th Ave E
Puyallup, WA 98373

May 22, 2025

Notice of Incomplete Permit Submittal

RE: Application Number PRCTI20250675

Dear Devin Snyder,

A permit application has been received by this office on May 20, 2025. The following required items are outstanding:

- **Application Form** – Please ensure that all mechanical and plumbing work is included in the project’s scope. Make sure the entire form is completed, signed, and dated. The form can be located [here](#).
- **Floor Plan** - Please provide a floor plan of the classroom. The floor plan should include the existing space and proposed cabinets and fixtures.
- **Plumbing Layout** - A separate plumbing layout will be required, showing the existing plumbing lines (supply and drain), and new plumbing lines.
- **Plumbing Fixture Worksheet for Commercial** - This worksheet is required if there are any plumbing alterations or new fixtures added to the project scope of work. The form can be located [here](#).
- **Plan Review Fee** – The plan review fee is due at the time of permit submission.

If you need further information regarding any of the building requirements, you can reach out to the permit center or the building department at the email address listed below.

Permit Center - PermitCenter@Puyallupwa.gov

Building – building@puyallupwa.gov



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The above information must be received by our office to deem this application complete. If the required information is not received within 90 days, your application will be canceled.

Should you require further information, please do not hesitate to contact the Permit Center.

Sincerely,

City of Puyallup Permit Center

(253) 864-4165 option 1