



City of Puyallup

**Engineering Division**

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(253) 864-4165

www.cityofpuyallup.org

PENNON CONSTRUCTION CO. INC.  
9750 3RD AVE NE  
SEATTLE, WA 98115  
Sean Ewing  
9750 3rd Ave NE, Ste 250, Pennon Construction  
Seattle, WA 98115

July 03, 2025

**RE: INSPECTION PUNCHLIST FOR PERMIT PRCCP20240215**

To Whom It May Concern:

City of Puyallup’s Development Engineering has completed, at your request, a final inspection of the above referenced permit number.

The following is a list of outstanding items that must be completed prior to Engineering’s final acceptance of the work. Please note that this list has been broken into two sections:

**Section A** are considered life/safety items that must be completed for the utilities to operate and be maintained as intended. **Therefore, Section A must be completed and accepted before Development Engineering can consider the project adequately complete and to allow issuance of an Occupancy Permit.**

**Section B** are punchlist items, and as such, do not have to be completed prior to occupancy. However, the items listed under Section B must be guaranteed to be completed within 90 days from the date of this letter. The City of Puyallup requires an assignment of funds in the amount of \$7,680.00 to guarantee completion of the punchlist items.

**SECTION A**

(ITEMS WHICH MUST BE COMPLETED PRIOR TO OCCUPANCY)

**WATER:**

- FDC needs the address and placard.  
Tamper switch test and lock the PIV

**SANITARY SEWER:**

- Remove and replace the asphalt around SSMH#3

**SIGNALIZATION:**

**STORM:**

- Install and secure tee's at the last CB in the bio swales

**STREET:**

- Clean up all garbage, rock, excess asphalt, and tree limbs along the project
- grout under streetlights 7 & 8 install a 1/2" weep hole
- repair stripping on 7th

**MISCELLANEOUS:**

- **Engineering staff to contact the Planning Department project reviewer to request landscape walkthrough inspection. Landscape requirements to be added to the punchlist.**
- **As of 6/26/2025, this project owes \$12,780.00 in overtime inspection fees. There is a scheduled overtime inspection on 7/3/2025 that will need to be invoiced for and paid in full prior to resolving this condition.**

**SECTION B**

(ITEMS COVERED BY AN ASSIGNMENT OF FUNDS TO ALLOW OCCUPANCY)

**WATER:**

- fill inside East meter box with sand up to bottom of box

**SANITARY SEWER:**

- The approved Sewer Maintenance Agreement shall be recorded prior to the City granting a certificate of occupancy. Once recorded, provide the City with the Auditor File Number (AFN) for verification.

**SIGNALIZATION:**

**STORM:**

- Pour collars on:  
SDMH 21, 22, & 23  
Two type 1 CBs on the out fall of the substation containment
- Provide the City with a recorded copy of the Stormwater Management & BMP Facilities Agreement. With the operation and maintenance manual described in item 3 as a recorded exhibit.

**STREET:**

**MISCELLANEOUS:**

- **Once no longer needed remove the irrigation from right away**
- **Remove the casting marked drain on the training sewer man hole. replace with a casting marked sewer and pour a collar.**

- **Provide the City with an electronic version of the record drawings in PDF format and in AutoCAD Map 2007 or newer in State Plane South Projection format.**
- **install valve boxes in the training area.**
- **Plant daffodils during the planting window**

Upon completion of the items listed under Section B, the City will release the assignment of funds back to you. If any or all the items listed under Section B are not completed within 90 days of the date of this letter, the City has the right to use the funds being held to complete the remaining work.

After completion of the above work, please contact the project's Engineering Inspector, Jeff Hill, at (253) 204-5633 and schedule a punchlist inspection through the [CityView portal](#). If you have any questions regarding any of these items, please contact Jeff Hill or myself.

Sincerely,



Lance Hollingsworth  
Civil Engineer-Journey  
(253) 770-3337  
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Cc: Jeff Hill, City of Puyallup Engineering Inspector  
Robin Loewen, DPS Support Specialist  
Matt Reeves, Permit Holder