



City of Puyallup

**Building Division**

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

www.cityofpuyallup.org

Jessica Wall

2828 Colby Ave., Ste. 200

Everett, WA 98203

October 13, 2025

## Development Submittal Notice

**Permit Application Number PRCTI20251350**

Dear Jessica Wall,

Thank you for submitting your permit application documents to the City of Puyallup. The Permit Center reviewed your submission on October 09, 2025 and determined that it is insufficient.

### Missing or Insufficient Submittal Documents

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

- Application Form – Provide a completed application form including valuation. See link [Building Permit Application](#)
- Structural Calculations – Provide Structural Calculation with signature and stamp from Washington State approved Structural Engineer.

Please contact Engineering Department at 253-864-4165 option 2 or [Engineering@puyallupwa.gov](mailto:Engineering@puyallupwa.gov)

- Civil Application – Apply for a separate permit for Civil Application form – see link [Civil-Construction-Permit](#)

**NOTE: The Civil application can come in simultaneously with the building application. Please note that an approved Civil Permit will be required prior to issuance of the building permit.**



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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.

Always in Season,

**Puyallup's Permit Center**

333 S Meridian, 2nd Floor

Puyallup, WA 98371

(253) 864-4165, option 1

[PermitCenter@PuyallupWA.gov](mailto:PermitCenter@PuyallupWA.gov)