



City of Puyallup

**Engineering Division**

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PEASE / SONS  
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TACOMA, WA 98444  
Brandon Haskins  
10601 Waller Rd E  
Tacoma, WA 98446

October 31, 2025

**RE: INSPECTION PUNCHLIST FOR PERMIT E-20-0612**

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 [AMOUNT NOT CALCUATED. CONTACT ENGINEERING REVIEWER.] to guarantee completion of the punchlist items.

**SECTION A**

(ITEMS WHICH MUST BE COMPLETED ~~PRIOR TO OCCUPANCY~~)

**WATER:**

**SANITARY SEWER:**

**SIGNALIZATION:**

**STORM:**

**STREET:**

**MISCELLANEOUS:**

## **SECTION B**

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

**WATER:**

**SANITARY SEWER:**

**SIGNALIZATION:**

**STORM:**

- Please submit an operation and maintenance manual that is consistent with the provisions in Volume V of the Stormwater Management Manual for Western Washington (2012) for all stormwater facilities and BMP's associated with this project. A copy of this operation and maintenance manual shall be retained onsite or within reasonable access to the site and shall be transferred with the property to the new owner.
- 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:**

- **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.**
- **Provide the City with data for all new infrastructure installed for this project. This data is to be provided by the design engineer, see attached form.**

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,



Jamie Carter  
Civil Engineer  
(253) 435-3616  
JCarter@puyallupwa.gov

Cc: Jeff Hill, City of Puyallup Engineering Inspector  
Robin Loewen, DPS Support Specialist  
PUYALLUP SCH DIST #3, Permit Holder