

Civil Construction Application

Development Services
333 S. Meridian
Puyallup, WA 98371
Phone: 253-864-4165
www.cityofpuyallup.org



Application Fees

- Engineering Plan Review Fee \$470
- Record Drawing Fee: \$200

Effective Per 4/1/23 [City of Puyallup Fee Schedule](#)

Except for single-family residential onsite work, a Civil Construction Permit Application is required for projects which involve the following: on-site grading; improvements within the public right of way including water, sewer, and stormwater infrastructure; and new commercial utility connections to city infrastructure. A Civil Construction Permit may not be needed for minor grading. Please refer to PMC Chapter 21.14 for minor grading exemptions. NOTE: this permit application may need to be preceded by an application for Preliminary Site Plan Approval and/or issuance of a SEPA determination as required by the Planning Department.

Submittal Instructions

- 1 Create an account at <https://permits.puyallupwa.gov/Portal/Account/Register> or Sign into the [CityView Portal](#)
- 2 Select "Apply for an Engineering Permit"
- 3 From the *Choose Application Type* drop down list, select "Civil Construction Permit". Fill out all sections of the online form and upload all required documents. Note: Failure to upload all of the required documents for Step 7 *Upload Files* may delay the processing of your application.

Project Information

Project Name: Sparks Stadium Parking Lot Addition
Site Address: 601 7th Ave SW Parcel Number: 0420284126
Previously Approved Planning Permit # (If applicable): PLCUP20240081; PLPRE20220004
Water Purveyor: City of Puyallup Fruitland Mutual Water Tacoma Water Valley Water System

Owner Information

Name: Puyallup School District Contact; Mr. Les Gerstmann
Mailing Address: 323 12th Street NW, Puyallup WA 98371
City: Puyallup State: Wa Zip Code: 98371
Phone: 253-435- 6673 E-mail: GerstLF@puyallupsd.org



Civil Construction Application

Applicant Information

Same as owner

Name: Rick Hand

Mailing Address: 4515 Center Street

City: Tacoma State: WA Zip Code: 98401

Phone: 253-474-9449 E-mail to Receive Markup Letter: rickh@sittshill.com

Engineer/ Architect Information

Name: Rick Hand

Mailing Address: 4515 Center Street

City: Tacoma State: WA Zip Code: 98401

Phone: 253-474-9449 E-mail: rickh@sittshill.com

Contractor Information

Name: TBD

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ E-mail: _____

Project Type

➤ Use the check boxes below to indicate the development project type

Commercial/ Medical/ Multi-Family

Residential; Single-Family/ Duplex/ Triplex

Residential Short Plat

Residential Major Plat

Frontage Improvements associated with a Building Permit Application

Other: _____



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Submittal Checklist

➤ Use the check boxes below to ensure the following documents are submitted as applicable at the time of application.

- 1. Completed and signed Civil Permit Application Form
- 2. [Stormwater Site Plan Report](#) (Aka a drainage report) stating how the project will meet the [Minimum Requirements](#) of the current city adopted [Stormwater Management Manual for Western Washington](#)
- 3. [Geotechnical Report](#) (Include infiltration testing and groundwater monitoring as applicable)
- 4. [Critical Area Report](#) (If applicable -> wetlands, steep slopes, streams, etc.)
- 5. [Preliminary Flood Elevation Certification](#) (If located in the regulated AE or AO floodplains)


Design Plan Acceptance Criteria Checklist

➤ Use the check boxes below to ensure the following civil plan sheets are submitted at the time of application

- | | |
|--|---|
| <input checked="" type="checkbox"/> Cover Sheet | <input checked="" type="checkbox"/> Utility Plan (Showing water/ sewer/ stormwater/ gas/ power, etc.) |
| <input checked="" type="checkbox"/> Existing Surveyed Conditions | <input type="checkbox"/> Channelization (If applicable) |
| <input checked="" type="checkbox"/> Erosion and Sediment Control | <input type="checkbox"/> Street Lighting |
| <input checked="" type="checkbox"/> Grading Plan | <input checked="" type="checkbox"/> City of Puyallup Standard Notes and Details |
| <input checked="" type="checkbox"/> Landscape Plan | |

Certification

I hereby state that I am the applicant listed above, and certify that all information contained above and in exhibits attached hereto is true and correct to the best of my knowledge and belief and is submitted for consideration by the City of Puyallup, pursuant to the provisions of the Puyallup Municipal Code. It is understood that the processing of this application may require additional supporting evidence, data or statements.

Signature of Applicant:  Date: 10 Nov 2025
(or authorized agent)