



City of Puyallup
Engineering Division
 333 S. Meridian, Puyallup, WA 98371
 (253) 864-4165
 www.cityofpuyallup.org

Rick Hand
 4815 Center Street
 Tacoma, WA 98465

December 15, 2025

Development Submittal Notice

Permit Application Number PRCCP20251450

Dear Rick Hand,

Thank you for submitting your permit application documents to the City of Puyallup. The Permit Center reviewed your submission on November 05, 2025 and determined that it is insufficient.

Missing or Insufficient Submittal Documents

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

- Tree Risk Assessment

Completeness Check Comments

As a courtesy to our customers, the plan reviewers have conducted a completeness check to verify that the contents of the permit submission are adequate to complete a thorough first review. Even though all the minimum submittal documents were received, the plan reviewers have deemed your submittal as incomplete and compiled the completeness check comments below based on the scope and details of your project. Please address any comments below by updating your permit submittals and resubmitting them through the [permitting portal](#).

<i>Planning Completeness Check</i>		
<i>Jillian Hulse-Lew</i>	<i>(253)770-3330</i>	<i>JHulseLew@PuyallupWA.gov</i>
- Additional Submittal Item Required: Existing trees on the site which are larger than 15" in Diameter		



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at Breast Height (DBH) are considered to be 'significant trees' and must be retained, where possible. If your site includes any significant trees, then you must include a tree risk assessment completed by a certified arborist and provided with your land use application and civil construction permit landscape plan. Any significant trees healthy enough to be retained in planned or required landscape areas shall be retained and shown on the landscape plans. See Vegetation Management Standards Plan Page 19 for criteria for significant tree retention.

- Additional Submittal Item Required: Please provide a photometric plan, as required per Finding #5 within CUP 86-61-007.

Per finding #5: The effects of lighting and glare will be confined to the site.

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