



City of Puyallup

Engineering Division

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

www.cityofpuyallup.org

MOUNTAIN CONSTRUCTION

3411 90TH ST S; SUITE A

LAKEWOOD, WA 98499

February 24, 2026

RE: INSPECTION PUNCHLIST FOR PERMIT PRCCP20241109

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 \$10,000.00 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:

- At the time of Punchlist/Closeout, provide the City with a DRAFT copy of an updated Operations and Maintenance agreement for review and acceptance. Once approved, the updated O&M can be attached to the existing "Stormwater Management & BMP Facilities Agreement" previously recorded for the site, but the entire agreement (agreement, original O&M, and updated O&M) must be re-recorded. Use the BMP descriptions and maintenance criteria from the "City of Puyallup Site Management Plan for Stormwater Operations and Maintenance."
- Provide acknowledgment from the Owner that it is understood that Occupancy triggers the one-year timeframe to submit design documents to the City for extension of the stormwater trunkline from 5th Ave SE southward. (Ref. KCook email dated March 20, 2025).

STREET:

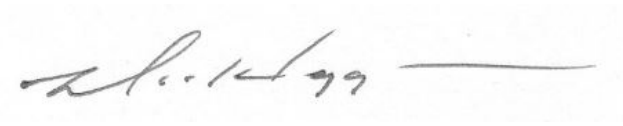
MISCELLANEOUS:

- **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. See City Standards Section 2.3 for language specific to record drawings.**
- **Finish landscape. Landscape around build was completed.**
 - **But there is still construction debris and garbage between entire north side parking lot and the park. This material can be moved to the gravel area or parking lot. If this is forgotten and the city mows this area it could damage personal property and city property.**
 - **Also, material was added across 33rd in the laydown yard that should be covered or removed. (not the sand or gravel)**

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, Jason Little, at (253) 244-0387 and schedule a punchlist inspection through the [CityView portal](#). If you have any questions regarding any of these items, please contact Jason Little or myself.

Sincerely,

A handwritten signature in black ink, appearing to read 'M. Higginson', followed by a horizontal line.

Mark Higginson
Senior Civil Engineer
(253) 841-5559
MHigginson@PuyallupWA.gov

Cc: Jason Little, City of Puyallup Engineering Inspector
Robin Loewen, DPS Support Specialist
Songyi Cho, Permit Holder