



City of Puyallup

Engineering Division

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

www.cityofpuyallup.org

JTM CONSTRUCTION
5900 AIRPORT WAY SOUTH, #110
SEATTLE, WA 98108

March 09, 2026

RE: INSPECTION PUNCHLIST FOR PERMIT PRCCP20250372 - Public Safety Building

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 includes life/safety items and components essential for the proper functioning of utilities. **Consequently, all Section A must be completed and accepted before Development Engineering can deem the project sufficiently 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 \$9,000.00 to guarantee completion of the punchlist items.

SECTION A

(ITEMS WHICH MUST BE COMPLETED PRIOR TO OCCUPANCY)

WATER:

- South hydrant GV needs to be brought to FG, ears set correctly, and concrete collar installed.

SANITARY SEWER:

- Stop I&I from entering sewer on the SE corner of the building.
- Clean up landscape from around existing sewer MH lid near CPF entry.

STORM:

- Provide the City with a letter from the design engineer certifying the proper installation of permanent stormwater controls and compliance with the stormwater site plan.
- AFTER final pave AND landscape has been completed! Clean all storm. Vac and jet structures and lines.
- Verify all storm c/o's have proper lids and covers.

MISCELLANEOUS :

- Contact the Planning Department project reviewer, Rachael Brown, at rbrown@puyallupwa.gov to request landscape walkthrough inspection and final approval. Landscape items may be added to the punchlist subject to Planning's walkthrough.
- Stabilize disturbed area on north side of building where fire line / hydrant was relocated.
- Finish all landscape, restoration, and stabilization of any and all areas disturbed.
- As of 3/4/2026, this project owes \$180.00 in overtime inspection fees.

SECTION B

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

STORM:

- Provide the City with a DRAFT copy of the Stormwater Management & BMP Facilities Agreement. The agreement shall include an operation and maintenance manual that incorporates the BMPs contained in the City's 'Site Management Plan for Stormwater Operations and Maintenance (SMP)', Appendix A. Once approved, coordinate final signatures with Engineering Support Specialist, Robin Loewen at 253.841.5439, or via email at rloewen@puyallupwa.gov, and then record the document with the Pierce County Auditor.

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.

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, at (253) 244-0387 and schedule a punchlist re-inspection. If you have any questions regarding any of these items, please contact either Jason or myself.

Sincerely,



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

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