



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

Tim Banning
13400 Riverside Dr., 202
Sherman Oaks, CA 91423

March 16, 2026

Development Submittal Notice

Permit Application Number PRCNC20260361

Dear Tim Banning,

Thank you for submitting your permit application documents to the City of Puyallup. The Permit Center reviewed your submission on March 13, 2026 and determined that it is insufficient.

Missing or Insufficient Submittal Documents

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

- Application Form - Provide a completed application form with valuation excluding trash enclosure and awning (Trash enclosure will require a separate application see link [Building-Permit-Application](#) and Awning will require a separate application link [Application-for-Sign-Awning-Permit](#) through the [permitting portal](#))
- Site Plan - Provide a Site Plan - see link [Site-plan-and-checklist](#)
- Structural Calculations - Provide a non-restricted Structural Calc's
- Project Specifications - Provide a Project Specification
- Truss Layout - Provide a Trus Layout
- Truss Plan for TJIs or BCIs - Provide a Trus Plan for TJs or BCIs if applicable
- Truss Specification Packet w/Engineers Stamp -
- Hazardous Material Inventory Statement - Provide a Hazardous Material Inventory Statement. See link [Hazardous-Materials-Inventory-Statement](#)
- Traffic Scoping Worksheet - Provide a completed Traffic Scoping Worksheet. See link [Traffic-Scoping-Worksheet](#)
- Plumbing Fixture Worksheet for Commercial, Industrial, and Multi Family Projects - Provide a completed Plumbing Fixture Worksheet. See link [Plumbing-Fixture-Worksheet](#)

NOTE:

All submittal documents must be pdf, non-restricted, secured or locked, no layers, no markups, flattened and plans size 11 x 17 or 24 x 36

Separate application for Fire Sprinkler, Fire Alarm, Sign/Awning and Trash Enclosed will be require submission through [permitting portal](#).



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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