



City of Puyallup

Engineering Division

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

www.cityofpuyallup.org

Permit Review Correction Letter

Permit Application #PRCCP20260217

March 26, 2026

The City has completed the review of the above-mentioned permit submittal. All your review comments, conditions, and redlined plans can be found on the [City's permit portal](#). Redlined plans can be found on the City's Permit Portal in the "Reviews" section under "Documents Returned for Corrections". Below, please find the permit submittal review comments from your review team and re-submittal instructions. Should you have any questions regarding the review comments, please contact the plan reviewer associated with the comment listed below.

Re-submittal Instructions

To resubmit, you must address all comments and upload a ~~Correction Response Letter~~ that states how the corrections have been addressed in your resubmitted documents. Avoid using "upload additional docs" unless there is NO submittal item available for your document. Please note: If you have any questions about how to resubmit, please contact the permit center.

- 1 Log in to your permits portal and navigate to the status page for this permit under the "My Items" tab by selecting the "Upload Submittals" button under the permit number.
- 2 For each submittal item listed re-submit a new version of the submittal item by clicking the "New Version" button next to the file name of the original file submitted. DO NOT click the 'browse' button unless the document you are submitting for that submittal item is not a new version of the originally submitted document. Click 'Upload Documents' at the bottom of the page.
- 3 If any resubmittal fees have been assessed, you will need to pay your resubmittal fee at the time of resubmittal. Your resubmittal will not be processed until the fee has been paid.

Corrections

Corrections to be addressed on the next set of resubmitted plans:

Engineering Civil Review	Lance Hollingsworth	(253)770-3337	LHollingsworth@PuyallupWA.gov
<ul style="list-style-type: none">- Revise Scale [CIVIL PLANS; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Civil Construction Plan Set.pdf; pg. 5]- Add note for contractor to pothole to verify storm pipe elevation prior to construction and to notify the engineer if 0.5% or more slope cannot be achieved. [CIVIL PLANS; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Civil Construction Plan Set.pdf; pg. 8]- Revise typo in note #9 of general notes. [CIVIL PLANS; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Civil Construction Plan Set.pdf; pg. 8]- Is the power vault layer frozen or is this supposed to say something different? [CIVIL PLANS; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Civil Construction Plan Set.pdf; pg. 8]- convert to engineering scale [CIVIL PLANS; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Civil Construction Plan Set.pdf; pg. 11]- Show roof downspout design. [CIVIL PLANS; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Civil Construction Plan Set.pdf; pg. 12]- How was this existing invert elevation verified? [CIVIL PLANS; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Civil Construction Plan Set.pdf; pg. 12]- If CB 1 and 2 will not be receiving runoff, install solid lids. [CIVIL PLANS; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Civil Construction Plan Set.pdf; pg. 12]- Pipes within hard surface areas that do not meet 3-foot coverage requirements must be Ductile iron. [CIVIL PLANS; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Civil Construction Plan Set.pdf; pg. 12]- Trees shall not be located within 10-feet horizontally of stormwater pipes unless root barriers are provided. With root barriers, trees may be no closer than 3-feet to pipes. [CIVIL PLANS; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Civil Construction Plan Set.pdf; pg. 12]- Abandoning or removing existing water and sewer services is recommended. [CIVIL PLANS;			

2026\PRCCP20260217\2026_02-19 Marcoe's Building Civil Construction Plan Set.pdf; pg. 8]

- Show removal of old building and any civil restoration with reference to associated demo permit. [CIVIL PLANS; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Civil Construction Plan Set.pdf; pg. 8]

- A minimum of 10-feet of separation shall be provided between building structures and any closed system. [CIVIL PLANS; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Civil Construction Plan Set.pdf; pg. 12]

- Add utility separation note for each crossing table to address mitigation for separations less than 18". separations shall not be less than 6". Refer to Section 204.4 (9-10) Closed System Requirements for storm separation requirements and City standard detail 03.01.03-1&2. [CIVIL PLANS; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Civil Construction Plan Set.pdf; pg. 12]

- Commercial side sewer lines are a minimum 6" diameter. [CIVIL PLANS; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Civil Construction Plan Set.pdf; pg. 14]

- Identify sewer sampling location or install sampling tee. directly downstream of grease trap. [CIVIL PLANS; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Civil Construction Plan Set.pdf; pg. 14]

- Existing lateral is 4" and minimum commercial side sewer size is 6". Existing laterals must meet current standards to be used again. [CIVIL PLANS; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Civil Construction Plan Set.pdf; pg. 14]

- Minimum cover on PVC and PP pipe shall be 3.0 feet. Minimum cover on ductile iron pipe shall be 1.0 foot. [CIVIL PLANS; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Civil Construction Plan Set.pdf; pg. 14]

- Sanitary sewer pipe and side sewers shall be 10 feet away from building foundations and/or roof lines. Account for depth and proximity to foundation. [CIVIL PLANS; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Civil Construction Plan Set.pdf; pg. 14]

- Grease trap shall have a traffic rated lid. The detail shows it is sold separately. [CIVIL PLANS; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Civil Construction Plan Set.pdf; pg. 14]

- Show existing and proposed gas and power utilities [CIVIL PLANS; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Civil Construction Plan Set.pdf; pg. 14]

- Add side sewer connection detail 04.03.04. [CIVIL PLANS; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Civil Construction Plan Set.pdf; pg. 15]

- Call out in the detail for the traffic rated lid to be ordered. [CIVIL PLANS; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Civil Construction Plan Set.pdf; pg. 15]

- Add water service utility crossing details 03.01.03-1 and 03.01.03-2 [CIVIL PLANS; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Civil Construction Plan Set.pdf; pg. 17]
- Besides not being a Grease interceptor, Exterior Grease trap shall follow standards for GI (Section 402.3 and details): Sample Tee, venting, etc.) [CIVIL PLANS; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Civil Construction Plan Set.pdf; pg. 14]
- Add grease Interceptor details 04.06.01 & 04.06.02. Add a note for contractor to replace all instances of grease interceptor with grease trap. [CIVIL PLANS; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Civil Construction Plan Set.pdf; pg. 15]
- Submit an AMR for the grease trap as an alternative to a grease interceptor. AMR should show the GT does not allow more than 100 mg/l of FOG into sewer. [CIVIL PLANS; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Civil Construction Plan Set.pdf; pg. 15]
- Provide Grease trap sizing in the civil plans [CIVIL PLANS; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Civil Construction Plan Set.pdf; pg. 15]
- Develop this narrative further to clarify the two improvements are further than a 1/4 mile from each other and are therefore in separate TDAs. [SORMWATER DRAIN REPORT; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Drainage Report and Appendix.pdf; pg. 9]
- Civil drawings are not needed in the report submittal. Remove and replace with project area table only. [SORMWATER DRAIN REPORT; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Drainage Report and Appendix.pdf; pg. 13]
- Show utility overlay on landscape plan [LANDSCAPE PLAN; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Landscape Plan.pdf; pg. 1]

Engineering Traffic Review	Mieco Hutchens	(253)993-0179	mhutchens@puyallupwa.gov
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- See Document Markup
TCP - MH [TRAFFIC CONTROL PLAN; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Traffic Control Plan.pdf; pg. 1]
- See Document Markup
TCP - MH [TRAFFIC CONTROL PLAN; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Traffic Control Plan.pdf; pg. 1]
- See Document Markup
TCP - MH [TRAFFIC CONTROL PLAN; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Traffic Control Plan.pdf; pg. 1]

Planning Review	Nabila Comstock	(253)770-3361	NComstock@PuyallupWA.gov
<p>- Existing trees to be retained must be clearly marked on the final clearing and grading plan and final landscape plan. Tree protection fencing and signage shall follow the city standard detail (see link below): https://www.puyallupwa.gov/DocumentCenter/View/13730/Tree-Protection-Detail?bidId=</p> <p>Standard detail shall be included on all plan sets with vegetation which is scheduled for retention and protection. All critical root protection zones (CRPZ) shall be shown on plan sets in diameter from the center of the tree. In determining tree CRPZ, the following standards shall be used. In establishing the extent of the Critical Root Protection Zone (CRPZ) for individual significant trees, groupings of significant trees, a stand of significant trees, or a heritage tree the following formula shall be used: Individual tree diameter (in inches) X 2, converted into feet = CRPZ, in diameter (Example: 20" tree X 2 = 40' CRPZ diameter).</p> <p>The following minimum performance standards shall be used to determine the extent of allowable impacts to the CRPZ of significant trees: For significant trees, a minimum of 50 percent of the critical root zone must be preserved at natural grade, with natural ground cover. The protection zone may be irregular. The plan set shall provide a total square footage of CRPZ area and show the % of disturbance area. For heritage trees, a minimum of 75 percent of the critical root zone must be preserved at natural grade with natural ground cover. The protection zone may be irregular. The plan set shall provide a total square footage of CRPZ area and show the % of disturbance area.</p> <p>No cut or fill greater than four (4) inches in depth may be located closer to the tree trunk than ½ the CRPZ radius distance. (Example, 20-inch DBH tree has a 40' CRPZ area (in diameter) - meaning no cut or fill greater than 4" in depth is allowed within 20' of the tree trunk).</p> <p>No cut or fill within the distance from the tree which is three (3) times the trunk DBH is allowed. (Example, 20-inch DBH tree X 3 = 60", meaning no cut is allowed within 60-inches of a tree which has a 20-inch diameter trunk). These criteria represent minimum standards for determining whether or not a tree may be required to be retained. Greater impacts may be allowed, provided that all design alternatives have been proven unfeasible and that a pre-conditioning and after care mitigation program is established. See section 10.1 of the VMS, and referenced appendices for more information. [Comment Correction; ; pg. N/A]</p> <p>- Is this tree intended to be replaced? [civil plans, C8-101] [CIVIL PLANS; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Civil Construction Plan Set.pdf; pg. 20]</p>			
Public Works Water Review	Brian Johnson	(253)841-5442	BrianJ@PuyallupWA.gov
<p>- Water service line needs to be abandoned from wherever it connects to the private domestic feed line. [CIVIL PLANS; 2026\PRCCP20260217\2026_02-19 Marcoe's Building Civil Construction Plan Set.pdf; pg. 8]</p> <p>- Show and call out the required 2-inch DCVA that is referenced on Sheet C6-201. [CIVIL PLANS;</p>			

Conditions

The items listed in the table below are conditions of the permit that do not need to be addressed on the next resubmittal of plans but will need to be fulfilled at some point in the permit review process. The "Condition Category" indicates the approximate phase of the permit process by which the condition must be fulfilled for the City to continue processing this permit. "Condition Status" if "Open" means that the condition has not been fulfilled, and if "Resolved" means the condition has been fulfilled successfully. For some conditions that require the submittal of a document to the City, those documents can be submitted via the Conditions Section of the [City's permit portal](#).

Condition Category	Condition	Department	Condition Status
Prior to Issuance	Please contact the DPS Support Specialist, Robin Loewen at RLOEWEN@PUYALLUPWA.GOV to request a pre-construction meeting prior to starting site work.	Engineering Division	Open
Prior to Issuance	A Performance Bond must be received by the City of Puyallup prior to permit issuance. The Performance Bond shall be 150% of the estimated cost of work in the ROW per the approved cost estimate received prior to plan approval (attached in CityView Portal under Documents & Images section). See https://www.cityofpuyallup.org/DocumentCenter/View/16622/Performance-Bond-51122-appvd-by-Legal for more information.	Engineering Division	Open
Prior to Issuance	Email a signed Inadvertent Discovery Plan to RLOEWEN@PUYALLUPWA.GOV.	Engineering Division	Open
Prior to Issuance	Overtime Inspection Fees / Main Shutdown Fees form is to be received prior to permit issuance. Signing this form is acknowledgement that there may be billed overtime inspection fees per the current fee schedule and that whenever the City Water Division staff is required to perform a mainline shutdown the fees shall be billed at \$134.00 per event plus \$10.00 per tag. Instances when a shutdown is performed outside regular working hours additional overtime fees will be billed at the current overtime billing rate (3 hour minimum call out time).	Engineering Division	Open
Prior to Issuance	Certificate or Insurance/CG2012 must be received prior to issuance	Engineering Division	Open
Prior to	A Clear, Fill and, Grade Bond must be received by the City of	Engineering	Open

Condition Category	Condition	Department	Condition Status
Issuance	Puyallup prior to permit issuance. The amount of the bond shall not be less than the total estimated construction cost of the interim and permanent erosion and sediment control measures per the approved cost estimate received prior to plan approval. See https://www.cityofpuyallup.org/DocumentCenter/View/16621/CFG-Bond-101822-appvd-by-Legal for more information.	Division	
Prior to Issuance	In accordance with the Uniform Plumbing Code and City Design Standard 402.3, an external gravity grease interceptor (Trap in this case) is required to be designed by a professional engineer and installed on the side sewer per City Standard Details 04.06.01 and 04.06.02. The site plan and plumbing plans shall depict the location and connection of the new or existing grease interceptor. A professional engineer shall provide gravity grease interceptor sizing calculations and a report stating that the existing or new grease interceptor has adequate capacity to serve the site/project.	Engineering Division	Open
Prior to Issuance	Must provide Contractor doing the work to be named on permit. Contractor must be registered with Washington State Labor and Industries AND have a valid City of Puyallup business license endorsement with Washington State Department of Revenue.	Development & Permitting Services	Open
Prior to Issuance	Contractor needs to have a valid City of Puyallup business license endorsement with Washington State Department of Revenue.	Development & Permitting Services	Open
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If you need assistance with resubmitting your corrections, please contact the Permit Center.

Sincerely,

City of Puyallup Permit Center
(253) 864-4165 option 1
permitcenter@puyallupwa.gov