



City of Puyallup

Engineering Division

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

www.cityofpuyallup.org

Permit Review Correction Letter

Permit Application #PRCCP20260620

June 23, 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 bottom of the page.
- 3 If any re-submittal 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	Mark Higginson	(253)841-5559	MHigginson@PuyallupWA.gov
- Add commentary specifically addressing the replaced driveway on Lot 1 and bioretention feasibility. [DRAINAGE REPORT; 2026\PRCCP20260620\2026-001 Drainage Report Rev0.pdf; pg. 9] - Revise-See Short Plat AFN 202511185002 Note 1, Pg 2 of 2. [DRAINAGE REPORT; 2026\PRCCP20260620\2026-001 Drainage Report Rev0.pdf; pg. 12] - the infiltration facilities appear to be located adjacent to a 40%+ slope with relief greater than 10 feet. [DRAINAGE REPORT; 2026\PRCCP20260620\2026-001 Drainage Report Rev0.pdf; pg. 12] - Provide geotechnical confirmation that the proposed onsite infiltration trenches will not negatively affect the adjacent downstream slope (min. setback, erosion, stability, etc). [DRAINAGE REPORT; 2026\PRCCP20260620\2026-001 Drainage Report Rev0.pdf; pg. 12] - NTE-Section 5.1 indicates infiltration is not feasible. [DRAINAGE REPORT; 2026\PRCCP20260620\2026-001 Drainage Report Rev0.pdf; pg. 29] - NTE-Per Short Plat AFN 202511185002 Note 1, there is a steep slope/landslide hazard area. [DRAINAGE REPORT; 2026\PRCCP20260620\2026-001 Drainage Report Rev0.pdf; pg. 36] - NTE-The Introduction Page 1, and Section 5.7 indicates infiltration is feasible. [DRAINAGE REPORT; 2026\PRCCP20260620\2026-001 Drainage Report Rev0.pdf; pg. 37] - ADD-Tract 0419025027 [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 1] - Central Pierce Fire and Rescue [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 1] - Add site specific Construction Sequence per CS 501.6 [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 2] - Replace with City Standard Grading and TESC Notes from CS 505. [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 2] - Verify-Remove/Relocate existing CB. [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf;			

pg. 2]

- Provide geotechnical confirmation that the proposed onsite infiltration trenches will not negatively affect the adjacent downstream slope (min. setback, erosion, stability, adjacent upstream trench bottom above downstream trench, etc). (Ref. Short Plat Note 1, AFN 202511185002) [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 3]
- Callout and show 2ft min transition zone (mat'l, depth) [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 3]
- NTE-Caution, it appears that runoff will tend to concentrate at this location. [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 3]
- Show existing contours on plan. [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 3]
- Add storm CO [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 3]
- Callout easement length on Lot 3. [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 3]
- Clearly delineate the top of slope on the plan and in conjunction with the geotechnical consultation and callout minimum setback. (Ref. Ecology setback criteria BMP T5.10A and PMC 21.06.1240.) [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 3]
- Verify-Per Ecology, perf IE to be 12 inches above trench bottom. [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 3]
- The City's preference is that the storm easement is recorded as an Amendment to the original short plat. For ease of recording, it may desirable to simply extend the portion of the easement containing the infiltration trenches between the North and South property lines of Lot 4.

If the Developer is not willing to re-record the short plat, then a separate document must be recorded on title prior to any of the short plat lots being sold or ownership transfer of an individual lot. If this is the preferred alternative, a draft 'Covenant for Future Easements' document shall be provided for review by the City Attorney and then executed and recorded by the Developer. [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 3]
- See comment on General Note 4. [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 3]
- The approved short plat, AFN 202511185002, specifically indicates a "sewer" easement. If the existing easement is desired to be a "utility" easement, then short plat should be amended and re-recorded. [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 4]
- See comment Sheet C5. [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 4]

- See comment Detail 5/C9. [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 4]
- Based on the proposed design, additional easement area is required to allow Lot 4 access across Lot 3. [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 5]
- Clarify-Replace/Relocate existing CB? [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 5]
- Adjust meter and service to avoid conflict with Lot 3. Or, re-record short plat to revise the "sewer" easement to a "utility" easement. [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 5]
- Show and callout 2in GV [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 5]
- Revise-min. X-slope is 2-5% per CS 101.3. [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 5]
- Provide dim'n from Control Line to flowline. [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 5]
- See comment Detail 5/C9. [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 5]
- See comment for General Note 4, Sheet C3. If the access for Lot 4 remains outside of the recorded access tract, either the Short Plat must be amended and re-recorded (City preference), or a 'Covenant for Future Easement' must be recorded prior to transfer of ownership of Lot 3 and/or Lot 4. [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 5]
- Add-Stop bar shall be placed 4 feet in advance of and parallel to the crosswalk. [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 5]
- PG64-22 [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 6]
- Revise-max grade is on driveways and approaches is 10%. [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 6]
- Callout station of PT. [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 6]
- Revise-See Ecology V-1.3.4, Applications, Note 3. [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 8]
- Per Ecology, IE to be 12in above trench bottom. [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 8]

- At the point of connection to the gravity side sewer, provide pipe restraint to prevent individual FM being pulled out of the side sewer due to hydraulic pressure and surging. [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 9]
- City Standards requires gravity flow within the limits of ROW. Make pressure connections on private side of ROW and discharge into a gravity side sewer connected to the existing structure. Provide cleanout at ROW for the gravity line. [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 9]
- -Add City Standard Water Notes (Ref. CS 304).
- Add City Standard Sanitary Sewer Notes (Ref. CS 405). [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 11]
- -Add City Standard Details:
01.01.18 // 02.05.02 // 04.03.03 // 04.03.05 // 05.01.02 [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 11]

Engineering Traffic Review

Mieco Hutchens

(253)993-0179

mhutchens@puyallupwa.gov

- Per Engineering reviewer comment, Stop bar placement is 4ft from Crosswalk edge. Add City Standard Detail 01.03.11 [Comment Correction; ; pg. N/A]

Public Works Collection Review

Josh Grbich

(253)841-5560

JGrbich@PuyallupWA.gov

- Per CoP design criteria for residential sewer, all force service laterals shall transition and discharge to gravity prior to entering the RoW. Gravity sanitary cleanouts should then be installed. Any proposed laterals within the RoW shall be 6", mains shall be 8" and bury depth less than 3' will require epoxy coated ductile iron pipe. [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 4]

Public Works Streets Review

Scott Hill

(253)841-5409

Shill@puyallupwa.gov

- Streetlight per section 102.12 ? spare conduit for installation? SH sheet C4 [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 4]
- streetlight & conduit ??
SH sheet C5 [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 5]

Public Works Water Review

Brian Johnson

(253)841-5442

BrianJ@PuyallupWA.gov

- Not sure why you are requesting a 1-inch water service for a residential house. It is normally a 3/4-inch service with a 5/8-inch water meter. Unless you are required to install a 1-inch water service to support a water sprinkler system in the house, you are increasing your utility bill cost by having a larger than normal

water service. [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 5]

- See other water comment about water service size. [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 5]

- See water service size comments on Sheet C-5. If water service is changed from 1-inch to 3/4-inch, change standard detail to 03.03.01-1. [CIVIL PLANS; 2026\PRCCP20260620\2026-001 Shao Short Plat.pdf; pg. 9]

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, if "Resolved" means the condition has been fulfilled successfully. For some conditions that require 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.	Engineering Division	Open

Condition Category	Condition	Department	Condition Status
	Instances when a shutdown is performed outside regular working hour's additional overtime fees will be billed at the current overtime billing rate (3 hour minimum call out time).		
Prior to Issuance	Certificate or Insurance/CG2012 must be received prior to issuance	Engineering Division	Open
Prior to Issuance	A Clear, Fill and, Grade Bond must be received by the City of 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.	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

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