



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

Permit Review Correction Letter

Permit Application # PRCP20260571

July 09, 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 Storm Review	Lance Hollingsworth	(253)770-3337	LHollingsworth@PuyallupWA.gov
- Additional Submittal Item Required: Comment not addressed. It is acknowledged that you visited the front counter to discuss stormwater mitigation, but it is still required to be reflected in a Stormwater report complying with the 2019 Ecology Manual. The project is proposing more than 2,000 square feet of new/replaced hard surface area, which triggers stormwater report requirements. Due to the minimal scope of this project, you may use our Worksheet A1: Small Project Stormwater Site Plan found on our website: https://www.puyallupwa.gov/2244/Residential. You will also need Worksheet A3. You will need to review the Fact Sheets to determine minimum requirements and other applicable worksheets. Please contact me if you have any questions of where to find these forms. [Comment Correction; ; pg. N/A] - Additional Submittal Item Required: Comment not addressed. If there is not an existing report available for the original project, a Geotechnical report is required to determine infiltration BMPs feasibility. Due to the minimal scope of this project, you may use our Worksheet A2 Geotechnical Testing for Small Projects. [Comment Correction; ; pg. N/A]			

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	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