

Submittal Item Waiver



**Development and
Permitting Services**
333 S. Meridian
Puyallup, WA 98371
253-864-4165
www.cityofpuyallup.org

Submit this worksheet as a REPLACEMENT document in place of required submittal documents for your permit application. You must have written authorization from a staff person to waive a required submittal item in order for your application to be accepted and routed for review. If you need help determining if your project is required to submit this waiver, please contact the Permit Center at (253) 864-4165 Option 1.

Submittal Instructions

- 1 Navigate to the upload files step page on the City's online permits portal.
- 2 For each required submittal line click 'upload document'.
- 3 Submit this worksheet as a REPLACEMENT for EACH required submittal document. A separate form must be submitted for each waived item. Include the required waiver documentation as a second page to this form.

Applicant Information

Name: _____

Phone: _____ E-mail: _____

Site Information

Parcel Number(s): _____

Property Address: _____

Submittal Item (s) to be Waived

List below ALL of the submittal Item (s) that will NOT be submitted:

Reason not submitted:

Project does not exceed qualifying threshold (e.g., SEPA threshold, stormwater hard surface threshold)

Project does not include critical area

Other (please explain):

No critical areas or reports that would require a separate checklist form are existing on/ required for this project site.

Waiver Documentation

Provide proof of City staff person authorization to waive submittal requirement. Attach as an additional page to this worksheet an email, letter, or other documentation of waiver. This documentation is required for this waiver to be processed. Failure to provide documentation will result in an incomplete application.

INSERT WIAVER DOCUMENTATION BELOW (OR AS ADDITIONAL PAGE)

Please see additional pages

Patrick Hopper

From: Chris Beale <CBeale@PuyallupWA.gov>
Sent: Monday, July 24, 2023 10:07 AM
To: Patrick Hopper
Cc: Mike Goularte; DPS Permit Center
Subject: RE: Correspondence from City of Puyallup - Initial Submittal Incompleteness Letter (PLPSP20230080) (Contour #20-223)
Attachments: Submittal Item Waiver_202303071050501064 (2).pdf

Hi Patrick

Yes, please include the critical areas ID form. You have submitted a Geotech report and a tree report from what I can tell, there are no other critical area reports required for this site. You will use the attached submittal item waiver from and this email to resubmit to the permit center confirming you do not need a checklist.

Thanks,

Chris Beale (He/Him) | AICP
Senior Planner
253.841.5418
cbeale@puyallupwa.gov

CityView permit portal: <https://permits.puyallupwa.gov/Portal>

-----Original Message-----

From: Patrick Hopper <Patrick.Hopper@CONTOURENGINEERINGLLC.COM>
Sent: Monday, July 24, 2023 9:48 AM
To: Chris Beale <CBeale@PuyallupWA.gov>
Cc: Mike Goularte <Mike.G@contourengineeringllc.com>
Subject: FW: Correspondence from City of Puyallup - Initial Submittal Incompleteness Letter (PLPSP20230080) (Contour #20-223)

CAUTION: This is an External Email. Do not click links or open attachments unless you are expecting them.

Hi Chris,

Per our conversation this morning, I received the attached incompleteness letter for the Bradbury Townhomes project received Friday afternoon. I have also attached the submitted Prelim Site Plan application form to this email - the Critical Areas ID form has been included (and filled out) on the city's the site plan application, on page 4. RE: the critical area report checklists, none of the critical areas mapped on the site require a separate Critical Area Report Checklist.

We would like to request approval of a waiver for the critical areas ID forms and checklists. They are non-applicable to this specific project site.

Please review and respond/approve at your earliest convenience. Please let me know if you have any questions or if you need anything else.

Thank you! Have a nice day.

Patrick Hopper

Land Planner II

Contour Engineering, LLC

Direct: (253) 236-3151

Office: (253) 857-5454 Ext. 110

Mailing Address: PO Box 949 Gig Harbor, WA 98335 Office Address: 4706 97th St, Suite 100. Gig Harbor, WA 98332

-----Original Message-----

From: noreply@puyallupwa.gov <noreply@puyallupwa.gov>

Sent: Friday, July 21, 2023 3:49 PM

To: Patrick Hopper <Patrick.Hopper@CONTOURENGINEERINGLLC.COM>

Subject: Correspondence from City of Puyallup - Initial Submittal Incompleteness Letter (PLPSP20230080)

Please see attached document.

This email was sent from City of Puyallup, WA.