



City of Puyallup

**Planning Division**

333 S. Meridian, Puyallup, WA 98371

(253) 864-4165

[www.cityofpuyallup.org](http://www.cityofpuyallup.org)

Staci Saunders  
2601 S. 35th St., Ste. 200  
Tacoma, WA 98374

May 09, 2025

**Notice of Incomplete Application**

**RE: Application Number PLPSP20250041**

Dear Staci Saunders,

A permit application has been received by this office on May 07, 2025. The following required items are outstanding:

- ◆ Site Plan – File is restricted, please remove restriction
- ◆ Vicinity Map – Please update with address/parcel
- ◆ Preliminary Storm Report – Please update with address/parcel
- ◆ Narrative From Project Architect - Please update with address/parcel
- ◆ Geotechnical Report – Please remove primary stamp and flatten
- ◆ Preliminary Drainage Report - Please update with address/parcel
- ◆ Stormwater Site Plan - Please update with address/parcel
- ◆ Tree Risk Assessment – Site lighting please update with address/parcel

**NOTE:** All submittal documents should include an address or parcel, no restriction and flatten

The above information must be received by our office to deem this application complete. If the required information is not received within 30 days, your application will be canceled.

Should you require further information, please do not hesitate to contact the Permit Center.

Sincerely,



City of Puyallup

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City of Puyallup Permit Center

(253) 864-4165 option 1