

LAND USE APPLICATION



LAND DIVISION PERMIT COMMUNITY & ECONOMIC DEVELOPMENT

18204 59th Avenue NE • Arlington, WA 98223 • Main Line 360.403.3551

FOR AGENCY USE	Date:	File:	Fee: \$
PERMIT TYPE			
Administrative Decision	<input type="checkbox"/> Binding Site Plan (≤ 9 lots) <input type="checkbox"/> Boundary Line Adjustment <input type="checkbox"/> Minor Plat Preliminary (≤ 9 lots) <input type="checkbox"/> Minor Plat Final (≤ 9 lots) <input type="checkbox"/> Unit Lot Preliminary (≤ 9 lots) <input type="checkbox"/> Unit Lot Final (≤ 9 lots)	Required Submittals (Check All That Apply)	<input type="checkbox"/> Land Division Submittal Requirements Checklist <input type="checkbox"/> Required Submittal Items <input type="checkbox"/> Shoreline Substantial <input type="checkbox"/> Design Review – Admin. <input type="checkbox"/> Design Review – Board
Hearing Examiner or Council Decision	<input type="checkbox"/> Binding Site Plat (≥ 10 lots) <input type="checkbox"/> Major Plat Preliminary (≥ 10 lots) <input type="checkbox"/> Major Plat Final (≥ 10 lots) <input type="checkbox"/> Unit Lot Preliminary (≥ 10 lots) <input type="checkbox"/> Unit Lot Final (≥ 10 lots)		
SITE INFORMATION			
Site Address (Use block # if no bldg. #)			Tax Parcel ID Number(s)
Property Acreage			Zoning Classification
Property Square Feet			Use Classification No.
Water Supply	<input type="checkbox"/> Current <input type="checkbox"/> Proposed	Sewer Supply	<input type="checkbox"/> Current <input type="checkbox"/> Proposed
Existing Use of Property			
On-Site Critical Areas?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Critical Area Type (e.g. wetland, steep slope, etc.)	
Has Site Been Logged in Past 6 years?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Will Site Be Logged as Part of This Project?	<input type="checkbox"/> Yes <input type="checkbox"/> No
OWNER		APPLICANT	CONTACT
Name			
Full Address			
Phone Number			
E-mail			
Relationship of Applicant to Property (check one)	<input type="checkbox"/> Owner	<input type="checkbox"/> Contract Purchaser	<input type="checkbox"/> Lessee <input type="checkbox"/> Other: _____
PROJECT ARCHITECT		PROJECT ENGINEER	PROJECT SURVEYOR
Name			
Full Address			
Phone Number			
E-mail			

PROJECT DETAILS

Project / Plat Name		
Total Number of Proposed Lots		
Total Number of Proposed Units		
By Dwelling / Use Type	Single Family	
	Duplex	
	Townhouse	
	Multi-Family	
	Other	
By Non-Residential Use Type	Commercial	
	Industrial	
	Other	

Has this property been subdivided, or has application for subdivision been made, within the last 5 years?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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If Yes, Provide Applicant Name & Plat Name	
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FINAL PLAT APPLICATION ONLY

Date Preliminary Plat Approved	
Improvements have been:	<input type="checkbox"/> Built <input type="checkbox"/> Bonded <input type="checkbox"/> Some Built, Some Bonded <input type="checkbox"/> Other:

**FOREST PRACTICE (For Clearing >10,000sf)
AND MITIGATION FOR SIGNIFICANT TREE REMOVAL (All Applications)**

Associated Land Use Permit №	
Number of Significant Trees to be Harvested	
Total Acreage to be Harvested	
Is there a Current Development Moratorium on the Site?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Type of Forest Land Conversion	<input type="checkbox"/> Class IV – General <input type="checkbox"/> Class IV – Special _____

Significant Tree Mitigation Options (A, B, or C)

Will Significant Trees be Removed During any Phase of this Proposed Project?	<input type="checkbox"/> Yes <input type="checkbox"/> No (If, no, then no mitigation is required)
A) Number of Trees to be Replanted On-Site (3:1 Ratio)	
<u>OR</u> Date Completed	(For Agency Use Only)
B) Number of Trees to be Replanted Off-Site (3:1 Ratio)	
<u>OR</u> Date Completed	(For Agency Use Only)
C) Tree Mitigation In-Lieu Fee	(# of Harvested Trees) ___ X (3) X (Tree Cost) = _____
Date Paid	
Receipt №	

SHORELINE DEVELOPMENT ONLY (Required for all Development Within or Adjacent to a Shoreline)	
Will this Proposal be a Substantial Development as Defined in AMC §20.93?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Shoreline Environmental Designation (if yes)	
Are you requesting a Shoreline Variance as allowed under AMC §20.92.130?	<input type="checkbox"/> Yes <input type="checkbox"/> No
All projects subject to a Shoreline Substantial Development Permit are required to be processed concurrently.	

APPLICANT CERTIFICATION

I certify that I am the Owner or Owner's authorized agent. If acting as an authorized agent, I further certify that I am authorized to act as the Owners agent regarding the property at the above referenced address for the purpose of filing applications for permits or review under the Arlington Municipal Code and I have full power and authority to perform on behalf of the Owner all acts required to enable the City to process and review such applications.

I do hereby declare under penalty of perjury under the laws of the state of Washington that I have familiarized myself with the rules and regulations with respect to preparing and filing this application and that the statements and information submitted herewith are in all respects true and correct to the best of my knowledge and belief.

DATED AT Sandpoint ID ^{IDAHO} ~~Washington~~ on this date: 14th NOV 2024

Applicant's Signature: *Jeffrey J. L...*

REAL PROPERTY OWNER CERTIFICATION

I do hereby declare under penalty of perjury under the laws of the state of Washington that I am the owner of the subject property or an officer/member of the entity owning the subject property, that it is my desire to seek the subject land use permit, and that I will abide by any requirements and conditions that may be part of the approval of this request. I also hereby grant permission for City employees, agents of the City and/or other agency officials to enter the subject property, if necessary, for the purpose of site inspections.

DATED AT Sandpoint ^{Idaho} ~~Washington~~ on this date: 14th NOV 2024

Owner's Signature: *Jeffrey J. L...*

All other property owners of the subject property must also sign below (attach additional sheets if necessary):

- 1) Name: _____ Signature: _____
 Address: _____ Phone: _____
- 2) Name: _____ Signature: _____
 Address: _____ Phone: _____



City of Arlington

18204 59th Avenue NE
 Arlington, Washington 98223
 (360) 403-3551

Received
 Stamp

Land Division Permit - Submittal Requirements

➤ The number indicates the item is required for submittal and the number of copies required
 ➤ • Indicates the item shall, upon request, be required for submittal

General Information Meeting Date: _____
 Submittal Date: _____

Submittal Requirements	Complete Submittal Item?			Binding Site Plan (Major or Minor)	Boundary Line Adjustment	Final Plat (Major, Minor & Unit Lot)	Preliminary Plat (Major & Unit Lot)	Preliminary Plat (Minor & Unit Lot)
	Yes	No	N/A					
General Application:								
Land Use Application Form & Submittal Checklists	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2	1	1	2	1
Water/Sewer Availability Application ¹	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2			2	1
Project Narrative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2	1	1	2	1
Legal Description	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2	1	1	2	1
Vicinity Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2	1	1	2	1
Title Report/Certificate (< 30 days old)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2	1	1		
Lot Closures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2	1	1		
C.C. & Rs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2		1		
Public Notice Materials ²	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2 sets			3 sets	2 sets
Review Fee ³	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2	1	1	2	1
USB Flash Drive with PDF's of Submitted Documents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2	1	1	2	1
Site Plans:								
Subdivision or BLA Plan ⁴ (For Recording 18" x 24")	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2	1	1	2	1
Landscape Plan ⁴	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2			2	1
Tree Survey Plan ⁴	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2			2	1
Reduced Plan Sets (11x17) - All Above Plans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2	1	1	2	1
Environmental information:								
SEPA Checklist ⁵	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2			2	1
Cascade Industrial Center Modified SEPA Checklist ⁶	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	•	•	•	•	•
Critical Area / Wetland Report or Critical Areas Evaluation ⁷	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2			2	1
Archaeology / Cultural Report ⁸	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	•	•	•	•	•
Unanticipated Discovery Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2	1	1	2	1

Land Division Permit - Submittal Requirements

Submittal Requirements	Complete Submittal Item?			Binding Site Plan (Major or Short)	Boundary Line Adjustment	Final Plat (Major, Short & Unit Lot)	Preliminary Plat (Major & Unit Lot)	Preliminary Plat (Short & Unit Lot)
	Yes	No	N/A					
Engineering Reports / Information:								
Drainage Report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2			2	1
Geotechnical Report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2			2	1
Complete Streets Checklist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2			2	1
Traffic Impact Analysis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2			2	1
Transportation Demand Management Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	•			•	•
Parking Demand Management Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	•			•	•
Snohomish County Traffic Impact Fee Offer Worksheet ⁹	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2			2	1
WSDOT Traffic Impact Fee Offer Worksheet ¹⁰	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	•			•	•
Grading and Clearing Plan ¹¹	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2			2	1
Road and Drainage Plans ¹¹	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2			2	1
TESCP (Erosion Control Plan)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2			2	1
Topography ¹⁰ (Existing Conditions)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2			2	1
Water / Sewer / Utility Plans ¹¹	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2	1	1	2	1
Before Final Plat or Final Approval:								
Deeds/Easements/Conveyances/Dedications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2		1		
As-Built Plans ¹¹	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			1		
Sureties / Bonds ¹²	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2		1		
Electronic CAD As-Built Plans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			1		
Record at Snohomish County Auditor's Office	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2	1	1		
Conformed Recorded Copy Returned to City	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2	1	1		
NOTES:					FOR CITY USE ONLY			
<ol style="list-style-type: none"> 1. Water / Sewer Availability shall be submitted with or prior to application submittal. 2. See Public Notice Materials Requirements 3. See the City of Arlington Adopted Fee Schedule. 4. See Subdivision Site Plan Requirements. 5. See the SEPA Checklist Requirements for Categorical Exemption Thresholds. If not exempt, then required. All projects within the Cascade Industrial Center shall submit the CIC Modified SEPA Checklist. Public Notice Material is not required, as no Public Noticing is required with this checklist. 7. See Critical Areas Evaluation to determine the type of report required. 8. An Archaeological or Cultural Report may be requested by a reviewing agency or if known area of interest. 9. See Snohomish County Traffic Impact Fee Offer Worksheet and required if the project is subject to SEPA. 10. See WSDOT Traffic Impact Fee Offer Worksheet and required if the project subject to SEPA or requested. 11. See Engineering Plan Requirements for Grading, Clearing, Road, Drainage, Topography, Utilities, and As-Built 12. See Sureties / Bonds Requirements. <p>All supplemental forms, checklists or requirements can be found at http://www.arlingtonwa.gov/269/Applications-Forms</p>					<input type="checkbox"/> This application is complete.			
					<input type="checkbox"/> This application is incomplete. See items noted above.			
					<input checked="" type="checkbox"/> The City of Arlington may require additional information. The applicant will be notified in writing if additional information is necessary.			
					These submittal requirements are for the City of Arlington permits only. Additional permits may be required by federal, state, regional or local agencies. It is the responsibility of the applicant to ascertain whether other permits are required.			
					_____ Community Development Representative		_____ Date	