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January 21, 2016

Shaun Tozer  
PW Project Manager  
City of Duvall  
P.O. Box 1300  
Duvall, WA 98019

RE: Letter of Completeness – Parkwood Estates Pond Retrofit (PFN: SEPA16-001)

Dear Shaun,

On January 6, 2016, you submitted a Type II SEPA Permit Application for the Parkwood Estates Pond Retrofit project to the City of Duvall Planning Department. Since you are listed as the applicant contact, you will receive all correspondence from Planning relating to this project.

Planning staff has reviewed the application for completeness and has determined this application to be complete as of January 21, 2016.

A Notice of Application will be issued and distributed for this file in accordance with DMC §14.08.010(C)(3) and §14.08.030 by February 4, 2016. The public comment period for the Notice of Application will run for 14 days after issuance.

Planning staff will proceed with reviewing the application and any other environmental information needed to issue a Threshold Determination. After the Threshold Determination is issued, there will be a 14 day public comment period. The appeal period will expire 21 days after issuance of the threshold determination.

The 120-day review timeframe for this file began January 6, 2016. For the purposes of calculating time, if planning staff requests additional information, including corrected plans, studies or other information necessary to continue processing the application, the clock is stopped and then resumed upon submittal of the requested information.

We look forward to working with you on this project. Please call me at (425) 788-2779 if you have any questions.

Sincerely,

Troy Davis  
Senior Planner