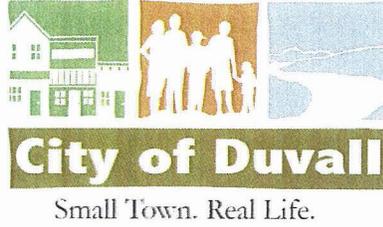


Received Stamp  
**RECEIVED**  
 AUG 18 2016  
 CITY OF DUVALL



**Planning Department**  
 15535 Main St. NE  
 PO Box 1300  
 Duvall, WA 98019  
 (425) 788-2779  
 FAX (425) 788-8097  
[www.duvallwa.gov](http://www.duvallwa.gov)

**Master Permit Application**

This form must be completed (clearly printed or typed) and submitted to the Planning Department to file an application. Additional materials are required for specific types of applications. Please provide 10 complete packets with copies of all required application materials (stapled or binder clipped). For questions, please contact the Planning Department at (425) 788-2779.

**FOR STAFF USE ONLY**

File No.:		Received By:			Date Received:		
Type of Application:	<b>TYPE I</b> <input type="checkbox"/> Administrative Interpretation <input type="checkbox"/> Boundary Line Adjustment <input type="checkbox"/> Wireless Facility <input type="checkbox"/> Other Construction Permits – no SEPA required <input type="checkbox"/> Final Site Plan	<b>TYPE II</b> <input type="checkbox"/> Building Permit-SEPA required <input type="checkbox"/> Other construction permit – SEPA required <input type="checkbox"/> Sensitive Area Permits <input type="checkbox"/> Site Plans, Parks less than ½ acre in new area	<b>TYPE III</b> <input type="checkbox"/> Conditional Use Permit <input type="checkbox"/> Shoreline Conditional Use Permit <input type="checkbox"/> Shoreline Substantial Development Permit <input type="checkbox"/> Preliminary Short Subdivision <input checked="" type="checkbox"/> Site Plan/ Master Development Plan Over ½ acre <input type="checkbox"/> Vacations/Alterations <input type="checkbox"/> Reasonable Use Exception	<input type="checkbox"/> Shoreline Conditional Use Permit <input type="checkbox"/> Shoreline Variance <input type="checkbox"/> Preliminary Long Subdivision <input type="checkbox"/> Variance	<b>TYPE IV</b> <input type="checkbox"/> Rezone	<b>TYPE V</b> <input type="checkbox"/> Final Plat	<b>TYPE VI</b> <input type="checkbox"/> UDR Text Amendment <input type="checkbox"/> Annexation <input type="checkbox"/> Area-Wide Zoning Map Amendment <input type="checkbox"/> Comp. Plan Amendment <input type="checkbox"/> Development Agreement <input type="checkbox"/> Pre-Annexation Zoning
<input type="checkbox"/> Other Application (please explain):							

**APPLICANT**

Name (please print): <b>City of Duvall, Alana McCoy</b>		Phone # <b>(425) 788-3434</b>	
Email Address: <b>Alana.mccoy@duvallwa.gov</b>			
Street Address: <b>P.O. Box 1300</b>	City: <b>Duvall</b>	State: <b>WA</b>	Zip: <b>98019</b>

**BASIC PROJECT INFORMATION**

Project / Development Name: <b>2016 Big Rock Sports Park Improvements</b>	Project / Development Location (including nearest intersections): <b>28430 NE Big Rock Road, Duvall, WA 98019</b>
Description of Proposed Action:  <b>Phase 1 of the project will renovate 150,000 SF of the existing (1) multi-use and (1) soccer fields. Synthetic field turf will be installed along with improved subsurface drainage system, bisecting pathways, overhead sports field lighting, fencing, and ADA access from the existing parking lot with additional parking lot expansion to the southeast.</b>	

Assessor / Tax Parcel Numbers (include 10-digit parcel number for all parcels within project boundaries):		
2129700250		
Land Area of Project Site (sq. ft. & acres): <b>424,710 sf</b>	Zoning District: <b>PF</b>	Comp Plan Designation: <b>PF</b>

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MASTER PERMIT APPLICATION

Page 2

Present use of property: Recreation, Ball Park, Skate Park	Are there Sensitive Areas on the property? No		
<b>OWNER (if other than applicant)</b>			
Name (please print): Email Address:	Phone #:		
Street Address:	City:	State:	Zip:

**AUTHORIZATION TO FILE APPLICATION (all persons with an ownership interest in property)**

Name (please print): <b>City of Duvall, Alana McCoy (Project Manager)</b> <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Contract Purchaser
Address: <b>P.O. Box 1300, Duvall, WA 98109</b> <input type="checkbox"/> Option Purchaser
Phone #: <b>(425) 788-3434</b> Option Expiration Date: _____
Assessor Parcel Number(s): <b>2129700250</b>
<i>I certify that the information and exhibits contained in and with this application is true and correct to the best of my knowledge and under the penalty of perjury by the laws of the state of Washington.</i>
Signature: _____
Name (please print): _____ <input type="checkbox"/> Owner <input type="checkbox"/> Contract Purchaser
Address: _____ <input type="checkbox"/> Option Purchaser
Phone #: ( ) _____ Option Expiration Date: _____
Assessor Parcel Number(s): _____
Other Documents Required: 1. Application / Information for specific permit type. 2. SEPA Checklist.
<i>I certify that the information and exhibits contained in and with this application is true and correct to the best of my knowledge and under the penalty of perjury by the laws of the state of Washington.</i>
Signature: _____ Date: _____

**APPLICANT NOTARY**

I, the undersigned, state that to the best of my knowledge the above information is true and complete. It is understood that the City of Duvall may nullify any decision made in reliance upon information given on this application form should there be any willful omission of significant information or any misrepresentation or willful lack of full disclosure on my part.

Applicant's Signature \_\_\_\_\_

STATE OF WASHINGTON }  
COUNTY OF KING } SS

On this 18<sup>th</sup> day of August, 2016 before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared AIANA MCCOY, to me known to be the individual described in and who executed the within and foregoing instrument, and acknowledged that she signed the same as her free and voluntary act and deed, for the uses and purposes therein mentioned, and on oath stated that he/she was authorized to execute said instrument.

WITNESS MY HAND AND OFFICIAL SEAL THIS 18<sup>th</sup> day of August, 2016



Jodi Wycoff  
Notary Public in and for the State of Washington  
residing at Duvall, WA

**OWNER NOTARY (if other than Applicant)**

I, the undersigned, state that to the best of my knowledge the above information is true and complete. It is understood that the City of Duvall may nullify any decision made in reliance upon information given on this application form should there be any willful omission of significant information or any misrepresentation or willful lack of full disclosure on my part.

Owner's Signature \_\_\_\_\_

STATE OF WASHINGTON }  
COUNTY OF KING } SS

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared \_\_\_\_\_, to me known to be the individual described in and who executed the within and foregoing instrument, and acknowledged that \_\_\_\_\_ signed the same as \_\_\_\_\_ free and voluntary act and deed, for the uses and purposes therein mentioned, and on oath stated that he/she was authorized to execute said instrument.

WITNESS MY HAND AND OFFICIAL SEAL THIS \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Notary Seal Affixed Here

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MASTER PERMIT APPLICATION

The following tables set out the project permit decision making and appeal processes, the division of action types into permit types and the required procedure for each permit type.

Table 14.08.010.C.1 Project Permit Applications – Action Type

Project Permit Applications – Action Type						
TYPE I	TYPE II	TYPE III	TYPE IV	TYPE V	TYPE VI	
Boundary Line Adjustments	Building Permits – SEPA required	Conditional Use Permits	Rezones	Final Plats	UDR Text Amendments	
Minor exterior remodels, no building permit required		Shoreline Conditional Use Permits			Annexations <sup>(2)</sup>	
Building Permits – no SEPA required	Other Construction permits – SEPA required	Shoreline Substantial Development Permits			Area-Wide Zoning Map Amendments	
Other Construction Permits – no SEPA required	Sensitive Area Permits				Comprehensive Plan Amendments	
Wireless Facilities on Existing Structure – Camouflaged	Site Plans, Parks less than ½ acre in new area	Shoreline Variances				
Final Site Plan Permits						
Administrative Interpretations					Development Agreements	
Shoreline Exemptions			Preliminary Short Subdivisions			Street Vacations
			Site Plans			
			Preliminary Long Subdivisions			
		Variances				
		Vacations or Alterations – Subdivisions				
		Reasonable Use Exceptions				

Table 14.08.010.C.2 Project Permit Applications – Decision Making and Appeal Process

Project Permit Applications – Decision Making and Appeal Process						
	TYPE I	TYPE II	TYPE III	TYPE IV	TYPE V	TYPE VI
Final Decision made by	Director	Director	Hearing Examiner	City Council	City Council	City Council
Recommendation made by	N/A	N/A	Planning Department Planning Commission <sup>(1)</sup>	Planning Commission Public Meeting	Engineering Department	Planning Commission
Open Record Public Hearing – Decision	No	No	Yes – Hearing Examiner	Yes – City Council	No	Yes - Planning Commission Yes - City Council
Open Record Public Hearing - Appeal	Yes	Yes	No	No	No	No

Closed Record Appeal	No	No	No	No	No	No
Appeal to:	Hearing Examiner	Hearing Examiner	King County Superior Court			
Judicial Appeal	Yes	Yes	Yes	Yes	Yes	Yes

- (1) Site plan applications only shall require a recommendation by both the Planning Commission and the Planning Department.  
(2) Annexation petition decisions are not appealable.

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Table 14.08.010.C.3 Required Procedures for Project Permit Applications

Required Procedures for Project Permit Applications						
	TYPE I	TYPE II	TYPE III	TYPE IV	TYPE V	TYPE VI
Pre-Application Meeting	No	No	Yes	Yes	No	No
Notice of Completeness	No	Yes	Yes	Yes	Yes	No
Notice of Application	No	Yes	Yes	Yes	No	No
SEPA Determination <sup>(1)</sup>	No	Yes	Yes	Yes	No	Yes
Notice of Hearing	No	No	Yes	Yes	No	Yes
Notice of Decision	No	Yes	Yes	Yes	Yes	No
120 Day Review <sup>(2)</sup>	No	Yes	Yes	Yes	No	No

(1) SEPA not required for projects that are categorically exempt in accordance with DMC 14.60.

(2) 120 Day Review does not apply to preliminary or final plats. Preliminary long or short plats have a 90-day review clock and final short or long plats, a 30-day review clock in accordance with RCW 58.17.140.

Table 14.08.010.C.4 Notice Requirements for Project Permit Applications

Notice Requirements for Project Permit Applications <sup>1</sup>							
	Send to Property Owners within 300'	Post Property	Publish Notice	Send to Agencies (including DRC)	Send to Applicant	Provide to PC	Provide to CC
Notice of Completeness	No	No	No	No	Yes	No	No
Notice of Application	Yes	Yes	No	Yes	Yes	Yes	Yes
SEPA Determination	No	No	Yes	Yes	Yes	Yes	Yes
Notice of Open Record Predecision Hearing, if applicable <sup>2</sup>	Yes	Yes	Yes	No	Yes	Yes	Yes
Notice of Decision <sup>(1)</sup>	No	No	No	No	Yes	Yes	Yes
Notice of Open Record Appeal Hearing, if applicable	Yes	Yes	Yes	No	Yes	Yes	Yes

(1) Notices are sent to parties of record. (See DMC 14.08.030.)

(2) Preliminary plats; see additional notice requirements in DMC 14.08.030.F.4.b.