



City of Lakewood Development Services Planning Permits

Developer's Forum
June 15, 2017



Planning Permit Counter Operations

- Functions: general information, application intake, permit issuance
- Hours of Operation: 9:00 – 4:30



Development Process

- Information available on-line: zoning ordinance, maps (zoning, land use, flood zones, electric providers), SMP, application forms, handouts
- Informal meeting with planning/building/public works: Call early, call often
- Determine type of permits needed
- What type of land use permit? Administrative, AUP, CUP, Shoreline
- What permit process will need to be followed? Notices, hearing examiner, etc.



- Outside agencies involved: West Pierce Fire, Electric Utilities, Pierce County Sewer, Lakewood Water
- Pre-application conference
- Application submittal
 - The importance of complete applications and associated materials
- Project team communication and coordination
- Processing and Decision
 - Planning and Building review concurrent

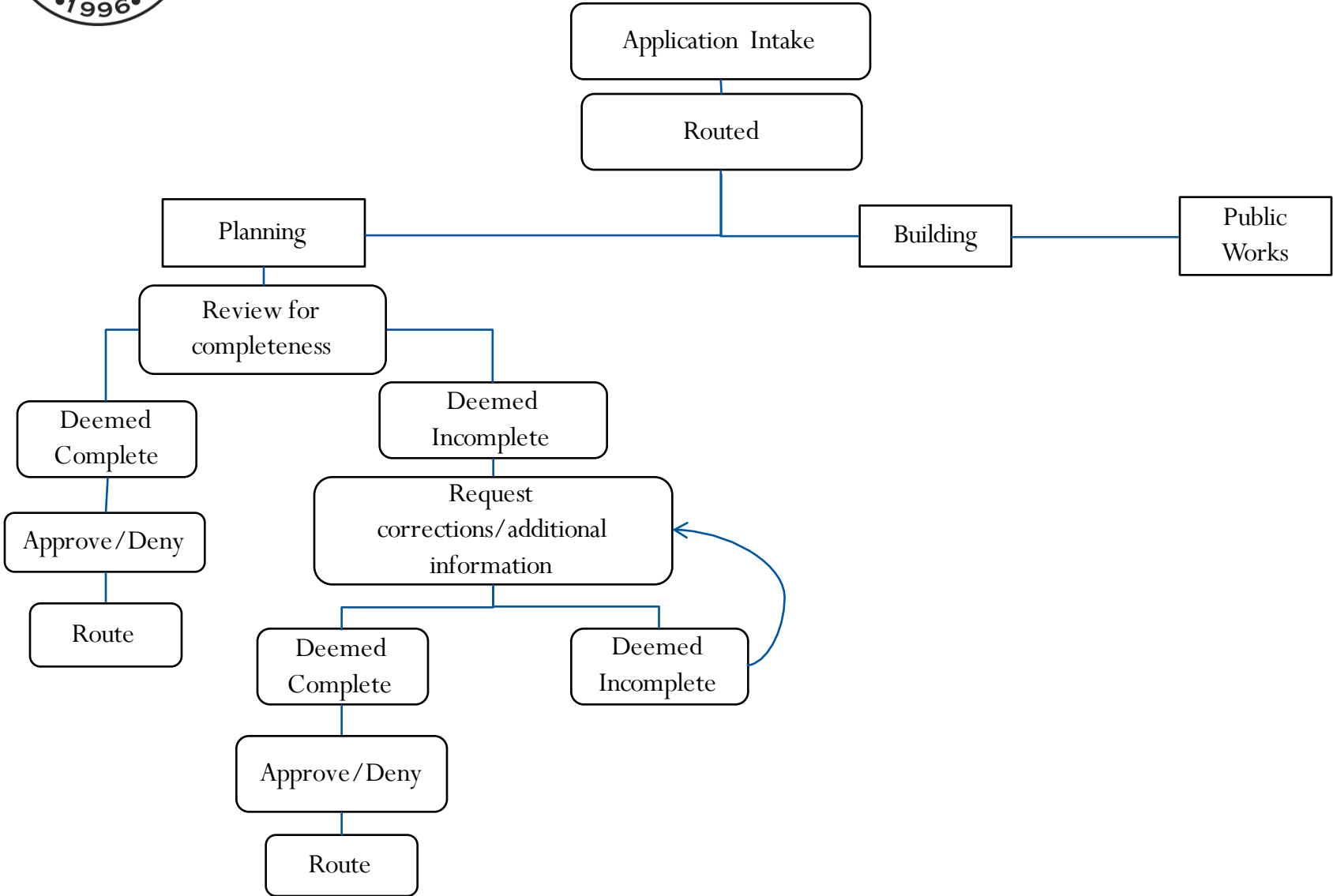


Process Enhancements

- On-Line Permitting
- Electronic Plan Review
- On-Line Payments

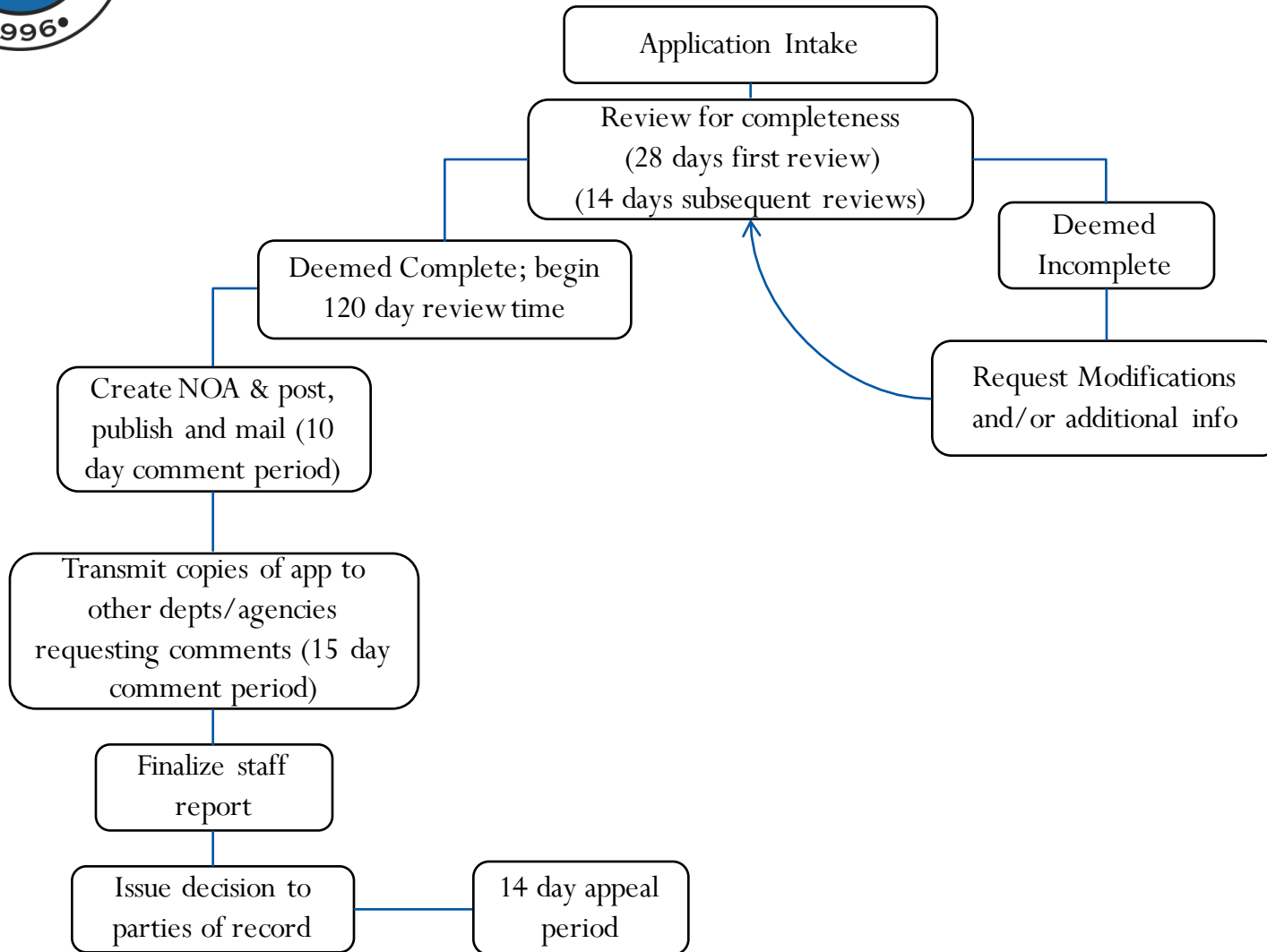


Process I Permits (no SEPA)
Building, Signs, Temporary Use, Design
Review, Zoning Certification



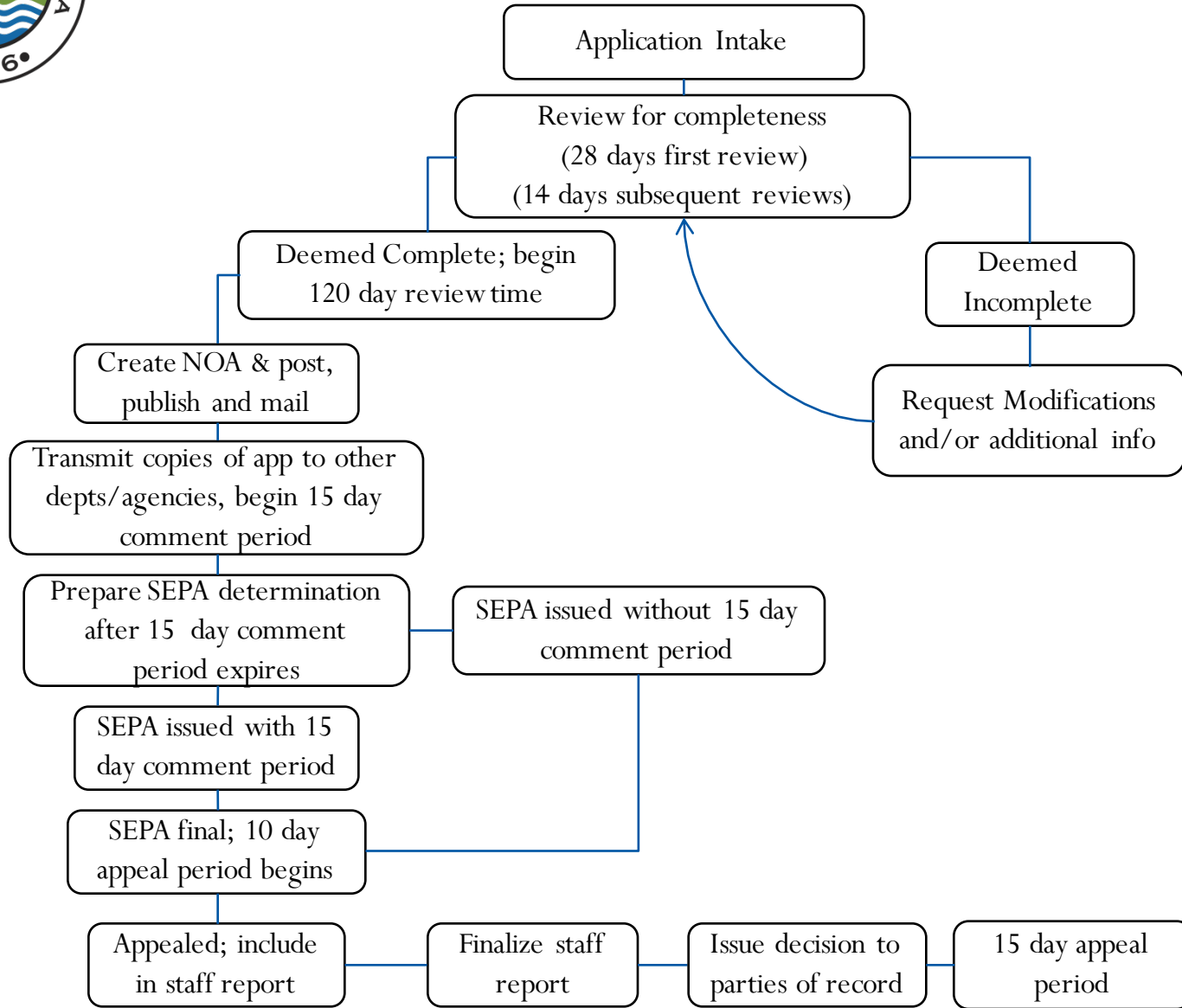


Process II Land Use Permit Not Requiring SEPA:
AUP, Short Plat, Home Occupation, Admin
Variance, Shoreline Substantial Development



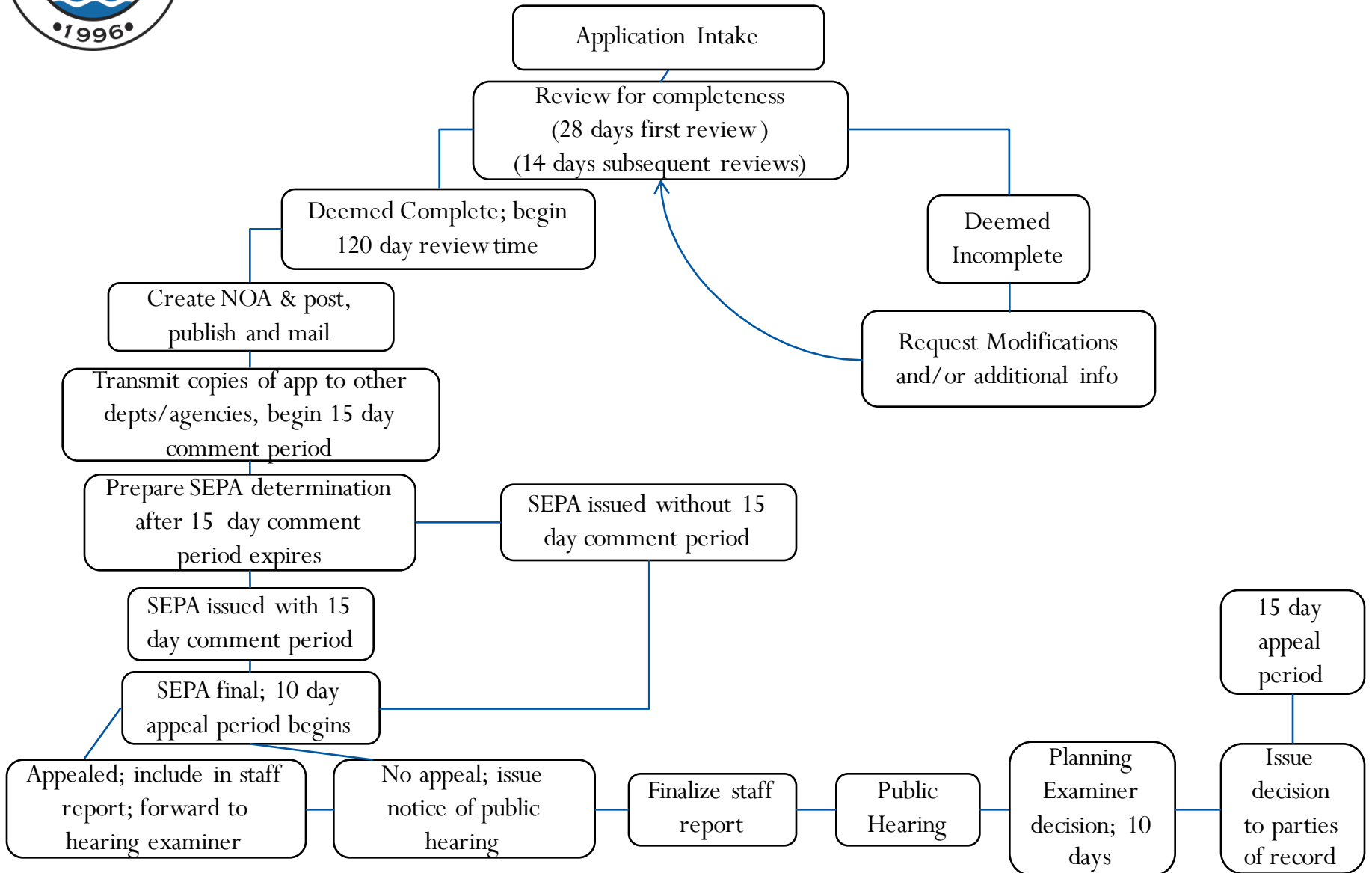


Process II Land Use Permit Requiring SEPA





Process III Land Use Permit : CUP, Major Variance, Preliminary Plat, Shoreline CUP, Modification of Process III Permit





Average First Time Review

Description	Target First Review Time (Days)	Average Days for Review
Zoning Certification	20	5.67
Administrative Use Permit	28	9.03
Conditional Use Permit	28	14.5
Sign Permit	20	5.72
Shoreline Permit	28	8.27
Short Plat	28	8.43
Building Permits (not including signs)	20	9.19



Target Review Times

Description	Target Review Time (Days)
Zoning Certification	30
Administrative Use Permit	120
Conditional Use Permit	120
Sign Permit	20
Site Development Permit	90
Shoreline Permit	180+
Short Plat	90
Long Plat	120
Building Permits (not including signs)	20



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