



6000 Main St. SW, Lakewood, WA 98499  
Phone: (253) 512-2261

# Planned Development District Application

**Application Fee: \$2,200.00**  
**Hearing Examiner Deposit: \$2,500.00**  
**Technology Fee: 2% of the total cost of the application fee**

# of Copies Required:	Description of Required Documents:	Required:
1 original 7 copies	Planned Development District Application With Applicable Fee	A
8	Copy of Concurrent Preliminary Plat Application and Associated Materials	A
8	Detailed Narrative That Provides the Information as Requested in LMC 18A.30.540.C.1 (see attached)	A
8	Site Plan in Accordance With LMC 18A.30.540.B.2 (see attached)	
8	Elevation Drawings in Accordance with LMC 18A.30.540.3 (see attached)	A
1	Applicant/Owner Affidavit of Posting*	A
1	Applicant's Answers Addressing the Required Findings (see attached))	
8	18" x 24" Copies of Proposed Preliminary Plat	A
2	Documentation necessary to verify legal lot status. Refer to LMC 18A.60.090.A.2. These documents may include recorded deeds, subdivision records, or recorded boundary line adjustments or possibly a chain of title report. **	A
2	Current Title Report (Issued within 30 Days of submittal)	A
2	Copy of Associated SEPA Checklist and Approval	A
8	Conceptual Landscape Plan	A
8	Phasing Plan if Development Will Occur in Distinct Phases	M
8	Draft Development Agreement if Applicable	M
8	Applicable Covenants, Conditions and Restrictions	A
2	Tree Retention Plan (See CDD Handout #5)	M

A=Always required.

M=May be required.

\* PRIOR TO APPLICATION SUBMITTAL, the applicant will be required to post a notice board on the property. The notice board shall be a four foot by four foot (4'x4') plywood generic notice board mounted and bolted onto at least two (2) four inch by four inch (4"x4") wood posts and placed securely in the ground. The notice board shall be placed by the applicant in a conspicuous location on the street frontage bordering the subject property.

\*\*If you have any questions, please ask to speak with a planner.



# PLANNED DEVELOPMENT DISTRICT (PPD) APPLICATION

ADDRESS/LOCATION: \_\_\_\_\_

PROPOSED USE: \_\_\_\_\_ ZONE: \_\_\_\_\_

PIERCE COUNTY PARCEL NUMBER (S): \_\_\_\_\_ ACRES: \_\_\_\_\_

PROPOSED PROJECT DESCRIPTION/INTENT: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**APPLICANT:** (mandatory)

Name: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_ Professional License No: \_\_\_\_\_

Signature: \_\_\_\_\_ Contact Person: \_\_\_\_\_

**AGENT/ CONSULTANT/ ATTORNEY:** (mandatory if primary contact is different from applicant)

Name: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_ License No: \_\_\_\_\_

**PROPERTY OWNER 1:** (mandatory if different from applicant)

Name: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_ Signature: \_\_\_\_\_

**PROPERTY OWNER 2:** (if more than two property owners attach additional info/signature sheets)

Name: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_ Signature: \_\_\_\_\_

**The above signed property owners, certify that the above information is true and correct to the best of our knowledge and under penalty of perjury, each state that we constitute all of the legal owners of the property described above and designate the above parties to act as our agent with respect to this application:**

**OFFICE USE ONLY:**

DATE APPLICATION RECEIVED: \_\_\_\_\_ RECEIVED BY: \_\_\_\_\_

DATE APPLICATION COMPLETE: \_\_\_\_\_ COMPLETENESS REVIEW BY: \_\_\_\_\_

THE APPLICANT MUST PROVIDE THE FOLLOWING INFORMATION WHEN SUBMITTING A PLANNED DEVELOPMENT DISTRICT APPLICATION:

1. The completed original application form and seven (7) additional copies, making sure that all of the required signatures have been obtained.
2. Eight (8) copies of the Concurrent Preliminary Plat Application and Associated Materials.
3. Eight (8) copies of a detailed narrative that includes:
  - a. A description detailing how the proposed development will be superior to or more innovative than conventional development methods as allowed under the City's land use regulations and how the approval criteria set forth in LMC 18A.30.560 have been satisfied;
  - b. A description of how the proposed PDD will benefit the public in a manner greater than that achieved if the project was to be developed using conventional land use regulations;
  - c. A table illustrating the density and lot coverage of the overall development, with the proportion of the site devoted to open space clearly indicated;
  - d. A description of the types and numbers of dwelling units proposed and the overall land use density and intensity;
  - e. A description of the proposed open space and recreation areas including any proposed improvements, including specific details regarding the ownership and maintenance of such areas;
  - f. Detailed information regarding all proposed landscaping that is not included on an associated landscaping plan;
  - g. A description of the specific City standards as set forth in the underlying zoning district that the applicant is proposing for modification in accordance with Chapter 18A.60.030 LMC; and
  - h. A description of potential impacts to neighboring properties and how impacts have been mitigated through site design, screening, buffering and other methods;
4. One (1) copy of the Applicant/Owner Affidavit of Posting form, to include all of the required signatures.
5. Eight (8) copies of answers addressing LMC Section 18A.30.560 Required Findings - Planned Development District:
  - a. The PDD is consistent with the comprehensive plan; and
  - b. The PDD, by the use of permitted flexibility and variation in design, is a development practice that results in better urban design features than found in traditional development. Net benefit to the City may be demonstrated by one or more of the following:
    1. Placement, type or reduced bulk of structures, or
    2. Interconnected usable open space, or
    3. Recreation facilities, or
    4. Other public facilities, or
    5. Conservation of natural features, or

6. Conservation of critical areas and critical area buffers beyond, or
  7. Aesthetic features and harmonious design, or
  8. Energy efficient site design or building features, or
  9. Use of low impact development techniques;
- c. The PDD results in no greater burden on present and projected public utilities and services than would result from traditional development and the PDD will be served by adequate public or private facilities including streets, fire protection, and utilities; and
  - d. The perimeter of the PDD is compatible with the existing land use or property that abuts or is directly across the street from the subject property. Compatibility includes but is not limited to size, scale, mass and architectural design of proposed structures; and
  - e. Landscaping within and along the perimeter of the PDD is superior to that required by LMC 18A.70.150 and 18A.70.160, and landscaping requirements applicable to specific districts contained in LMC 18A.70.160, and enhances the visual compatibility of the development with the surrounding neighborhood; and
  - f. At least one major circulation point is functionally connected to a public right-of-way; and
  - g. Open space within the PDD is an integrated part of the project rather than an isolated element of the project; and
  - h. The design is compatible with and responds to the existing or intended character, appearance, quality of development and physical characteristics of the subject property and immediate vicinity; and
  - i. Roads and streets, whether public or private, within and contiguous to the site comply with guidelines for construction of streets; and
  - j. Streets and sidewalks, existing and proposed, are suitable and adequate to carry anticipated traffic within the proposed project and in the vicinity of the proposed project; and
  - k. Each phase of the proposed development, as it is planned to be completed, contains the required parking spaces, open space, recreation space, landscaping and utility area necessary for creating and sustaining a desirable and stable environment
6. Two (2) copies of documentation necessary to verify legal lot status. Refer to LMC 18A.60.090.A.2. These documents may include recorded deeds, subdivision records, or recorded boundary line adjustment documents or possibly a chain of title report.\*
  7. Application and materials required for SEPA Environmental review.
  8. A site plan with the heading "Planned Development District Site Plan" that includes any additional information that is not included on the standard preliminary plat map, including building footprints, proposed landscaping, open space and parks and/or recreational areas including trails and proposed setbacks.
  9. Elevation drawings illustrating facade and building design elements, including height, overall bulk/mass and density and proposed residential design features that will provide for a superior development.
  10. A conceptual landscape plan/map showing the proposed location and types of vegetation and landscaping. The landscape plan may also be incorporated into the PDD site plan and narrative.

11. A phasing plan, if the development will occur in distinct phases with a written schedule detailing the timing of improvements.
12. A draft development agreement, if proposed by the applicant or as required by the City.
13. A draft of proposed covenants, conditions and restrictions.

\*If you have any questions, please ask to speak with a planner.

**ALL LARGE MAPS MUST BE FOLDED TO FIT INTO A 10" x 13" ENVELOPE WITH THE APPLICATION NAME OF THE PLAN SHOWING. All above items and any other material that may be required by the city must be submitted at the time of application in order for the application to be accepted as complete. Handouts and application forms may be revised without notice.**

## APPLICANT/OWNER AFFIDAVIT OF POSTING

PRIOR TO APPLICATION SUBMITTAL, the applicant is required to post a notice board on the property. The notice board shall be a four foot by four foot (4'x4') plywood generic notice board mounted and bolted onto at least two (2) four inch by four inch (4"x4") wood posts and placed securely in the ground. The notice board shall be placed by the applicant in a conspicuous location on the street frontage bordering the subject property. The affidavit is to be completed and submitted with the application **after** the notice board has been installed.

I, \_\_\_\_\_ state and swear; that in compliance with the provisions of the City of Lakewood Land Use and Development Code, I caused to have posted a four foot by four foot (4'x4') plywood face generic notice board in \_\_\_\_\_ conspicuous place(s) on the street frontage bordering the subject property which is the subject of the \_\_\_\_\_ application on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

OR

\_\_\_\_\_  
Property Owner Signature

\_\_\_\_\_  
Date