



Building, Planning and Engineering
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PLANNED RESIDENTIAL DEVELOPMENT CHECKLIST

Planned Residential Development (PRD) applications shall be processed as subdivisions under SWMC Chapter 16.08 as well as the criteria for PRDs in SWMC Chapter 17.43. An application for preliminary plat must be submitted with the PRD Checklist. Please submit this completed checklist and the items required in this checklist with your Preliminary Plat (Long Plat) Application.

Proposed name of PRD: _____

Assessor's Parcel number(s): _____

Applicant Name: _____

Applicant Address: _____

Applicant Phone: _____

email: _____

Application Checklist:

- A. Pre-application date: _____
- B. A written statement providing justification for the density bonus, if requested by the applicant.
- C. A written statement providing a program for development including staging or timing of development.
- D. A written statement providing proposed ownership pattern upon completion of the project.
- E. A written statement providing basic content of any restrictive covenants.
- F. A written statement explaining provisions to assure permanence and maintenance of common open space through a homeowners' association or similar association, condominium development or other means acceptable to the city.

- G. Application Map. Preliminary Plat applications require ten copies of an accurately scaled and dimensioned map of the plat prepared by a land surveyor licensed by the state of Washington (see Long Plat Application). In addition to those requirements, PRD applications require that the following features must also be represented on the maps: A map of the site drawn to a scale of not less than one inch representing one hundred feet showing the following:
 - Existing site conditions including watercourses, floodplains and unique natural features;
 - The location and floor area size of all existing and proposed buildings, structures and other improvements including maximum heights, types of dwelling units, density per type, and nonresidential structures, including commercial facilities, if any;
 - The location and size in acres or square feet of all areas to be conveyed, dedicated, or reserved as common open spaces, public parks, recreational areas, and similar public or semipublic uses;
 - The existing and proposed circulation system of streets, including off-street parking areas, service areas, loading areas and major points of access to public rights-of-way;
 - The existing and proposed pedestrian circulation system;
 - The existing and proposed utility systems, including sanitary sewers, storm sewers, water, electric, gas and telephone; and
 - The proposed treatment of the perimeter of the PRD, including materials and techniques used such as screens, fences and walls.

- H. A PRD application must contain sufficient detail to show compliance with the design standards and guidelines of SWMC Chapter 15.44 for the layout, infrastructure, and buildings within the PRD, to allow the reviewing body to incorporate compliance with design standards into its recommendation and final decision. The applicant is expected to submit this information in a format that meets the standards of an architect or design professional. The integration of a comprehensive, well-planned design into all aspects of the PRD is a required element of the application. The application and approval shall require subsequent construction within the PRD to conform with the approved design elements, at a sufficiently detailed level to ensure subsequent compliance with the approval documents.

- I. The design and layout of a planned residential development shall take into account the relationship of the site to the surrounding areas. The PRD shall be so designed as to minimize any undesirable impact of the PRD on adjacent properties.

- J. Setbacks, building heights and lot sizes of the PRD shall be comparable to, or compatible with, those of the existing development of adjacent properties or, if adjacent properties are undeveloped, the type of development that may be permitted.

- K. Other information deemed necessary by the Planning Director, Hearing Examiner or City Council.

- L. Completed and signed checklist.

- M. Fees associated with both the PRD and Preliminary Plat application.

Procedure:

Public Hearing. A PRD is a Type IV land use application under Ch. 2.90. The Hearing Examiner shall hold a public hearing on the proposed PRD. Following the public hearing, the Hearing Examiner shall make a report of findings and recommendations with respect to the proposed PRD, and shall forward the report to the City Council. Such report shall include, but need not be limited to, the following items:

- Suitability of the site area for the proposed development;
- Requirements of the subdivision code for the proposed development;
- Reasons for density bonuses;
- Time limitations for the entire development and specified stages;
- Development in accordance with the Sedro-Woolley comprehensive plan;
- Public purposes have been served by the proposed development; and
- Compliance with the design standards and guidelines.

City Council Decision. After receipt of the Hearing Examiner's findings and recommendations, the City Council shall make a decision based on the materials submitted by staff and the Hearing Examiner's recommendation. The City Council shall give approval, approval with modifications or disapproval to the proposed PRD. The City Council's decision may be appealed to Skagit County Superior Court as allowed in SWMC Chapter 2.90.

Purpose: The purpose of the PRD regulations: to create open space in residential developments and to encourage imaginative site and building design by permitting greater flexibility in zoning requirements than is permitted by other sections of this title. Furthermore, it is the purpose of this section to:

- A. Promote the retention of significant features of the natural environment, including waterways and views;
- B. Encourage a variety of housing types and densities;
- C. Encourage maximum efficiency in the layout of streets, stormwater facilities, utility networks and other public improvements; and
- D. Create and/or preserve usable open space for the enjoyment of the occupants and the general public.

Signature:

I DECLARE UNDER PENALTY OF THE PERJURY LAWS THAT THE INFORMATION I HAVE PROVIDED ON THIS FORM/APPLICATION IS TRUE, CORRECT AND COMPLETE.

SIGNATURE

DATE RECEIVED