



PRELIMINARY PLAT

Planning and Economic Development Department
 200 NE Moe Street | Poulsbo, Washington 98370
 (360) 394-9748 | fax (360) 697-8269
 www.cityofpoulsbo.com | plan&econ@cityofpoulsbo.com

For additional information on the Preliminary Subdivision (Plat) process, refer to [Chapter 17.60](#) of the Poulsbo Municipal Code (PMC) or see the [Land Subdivision Handout](#) (coming soon).

PROJECT:					
Project Name: Liberty Landing					
Project Address: 19872 Hamilton Court NE					
Tax Assessor's ID: 1420601-3-020-2009					
Number of Lots: 8		Total Area: 44,966 s.f.			
Minimum Lot Size: 4,019 s.f.		Average Lot Size: 4,473 s.f.			
Zoning: Residential Medium		Comp Plan Designation: Residential Medium			
Has the property been subdivided before?			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Are there any critical areas on the property? (wetlands, steep slopes, streams, etc.)			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
APPLICANT:					
Name: SDO Properties, LLC c/o Bill Ortyrn		Phone: 206-919-3314			
Address: 11546 Matsu Place NE, Bainbridge Island					
Email: SDOPropertiesLLC@gmail.com					
OWNER (IF DIFFERENT):					
Name: Same as Applicant		Phone:			
Address:					
Email:					
PROJECT ENGINEER OR SURVEYOR:					
Name: Team 4 Engineering Mark Kuhlman, PE		Phone: 360-297-5560			
Address: 5819 NE Minder Road, Poulsbo, WA 98370					
Email: mark@team4eng.com					
LAND USES AND SQUARE FOOTAGE:					
Residential: HOUSES	9,130	Sq. Ft	Open Space/Recreation:		Sq. Ft
Stormwater Detention (tracts):		Sq. Ft	Landscaping:	18,311	Sq. Ft
Other Utilities (tracts):		Sq. Ft	Right-Of-Way:	9,179	Sq. Ft
Critical Areas (PMC 16.20):		Sq. Ft	Other: Driveways	8,376	Sq. Ft

COUNTER COMPLETE CHECKLIST

Intake Appointment Scheduled For: _____ @ _____, Assigned Planner: _____

The following is required for your application to be counter complete:

Required	Submitted	No. Copies	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	A copy of the pre-application conference letter
<input checked="" type="checkbox"/>	<input type="checkbox"/>	5	Preliminary Plat Application Form
<input checked="" type="checkbox"/>	<input type="checkbox"/>	5	Complete plan set drawings, consistent with the application form requirements (site plan, elevations, floor plans, etc.)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	5	Landscaping Plan per PMC 18.130.030
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3	Completed SEPA Environmental Checklist
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3	Preliminary drainage report including Level One downstream analysis.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3	Concurrency Application
<input type="checkbox"/>	<input type="checkbox"/>	N/A	Traffic Impact Analysis (300 trips or more)
<input type="checkbox"/>	<input type="checkbox"/>	N/A	Critical Area Report(s):
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3	Significant tree survey and retention plan per PMC 18.180
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2	Notarized property owner and/or applicant signature page
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	Electronic version of all submitted materials in PDF format
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	Application Fees and Deposits (see below)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	5	Any other information/documents: Project Narrative, Open Space and Recreational Amenities Plan, Site Design and Building Elevations, Neighborhood Meeting information. Refer to Preapplication summary letter and attachments.

Refer to fees on reverse.

Gross Density: Number of units/lots $\frac{8}{1.032}$ gross acres = 7.75 units per gross acre

Net Density: Number of units/lots $\frac{8}{0.822}$ net acres [gross acres-deductions] (roads, utilities, critical areas and buffers) = 9.73 units per net acre.

APPLICATION SUBMITTAL REQUIREMENTS:

Please refer to your **pre-application conference summary letter** for submittal requirements that are specific to your project and ensure that all requirements listed below are completely addressed.

Req'd	Copies	Item
<input type="checkbox"/>		Electronic version of all submitted materials in PDF format (CD, thumb drive, via e-mail).
<input type="checkbox"/>		Application Fees Per Resolution 2017-03 . Additional hourly fees may apply.
<input type="checkbox"/>	1	Completed Preliminary Plat Application Form with <i>Consent to Exceed Review Period</i> (attached) and notarized property owner and/or applicant signature pages (attached).
<input type="checkbox"/>	4	Preliminary Plat Drawing(s) and its supporting documents shall contain ALL the information listed in PMC 17.70.060 B .
<input type="checkbox"/>	2	Vicinity Map showing the location of the property and surrounding properties.
<input type="checkbox"/>	2	Title Insurance Report, prepared within last 30 days (available from a Title Company)
<input type="checkbox"/>	2	Copies of all offsite access or utility easements.
<input type="checkbox"/>	2	Tree Retention Plan per PMC 18.180 .
<input type="checkbox"/>	2	Completed SEPA Environmental Checklist .
<input type="checkbox"/>	2	Preliminary Landscape Plan per PMC 18.270.020 F .
<input type="checkbox"/>	2	Any Required Critical Area Reports per PMC Chapter 16.20 (If applicable).
<input type="checkbox"/>	2	Preliminary Storm Report.
<input type="checkbox"/>	2	Proposed Covenants, Conditions and Restrictions (CCRs).
<input type="checkbox"/>	2	Traffic Impact Analysis (if required).
<input type="checkbox"/>	2	Lot Closure Calculations.
<input type="checkbox"/>	2	Preliminary Clearing and Grading Plan.
<input type="checkbox"/>	2	Preliminary Utility Plan.
<input type="checkbox"/>	2	Phasing Plan (if applicable).
<input type="checkbox"/>	2	Other documents as required by the pre-application summary letter:





CONSENT TO EXCEED REVIEW PERIOD

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TYPE OF REVIEW PERIOD:

30-Day Short Plat 90-Day Preliminary Plat 30-day Final Plat

PLAT INFORMATION:

Plat Name: Liberty Landing

Planning File No.:

Plat Location (address, intersection, or parcel no.): 19872 Hamilton Court NE, Poulsbo, WA 98370

APPLICANT:

Name: SDO Properties LLC, c/o Bill Orlyn

Address: 11546 Matsu Place NE, Bainbridge Island, WA

Email: sdopropertiesllc@gmail.com

Phone: 206-919-3314

SIGNATURE:

Washington State Law requires the city approve, approve with conditions, return to the applicant for modifications, or deny the application within a specified time frame of receipt of a complete application.

However, I understand that it will not be possible for the City of Poulsbo to process the above identified plat within the time-frame required by RCW 58.17.140.

I, _____, consent to an extension of the time-frame selected above, not to exceed an additional sixty-days.

Signature: _____

Date: _____

SIGNATURES:

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

I hereby authorize City of Poulsbo representative(s) to inspect the subject property Monday-Friday between the hours of 8:00 am and 4:00 pm during this permit application process.

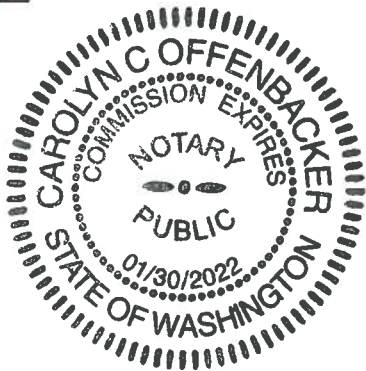
[Handwritten Signature]
Signature of Applicant/Agent

WILLIAM E. ORTYN
Print Name of Applicant/Agent

STATE OF WASHINGTON)) SS
COUNTY OF KITSAP)

On this 2nd day of Oct, 2018 before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared William E Ortyrn to me known to be the individual(s) described in and who executed the within and foregoing instrument, and acknowledged that he/she/they signed the same as his/her/their free and voluntary act and deed, for the uses and purposes therein mentioned, and on oath stated that he/she/they was (were) authorized to execute said instrument.

WITNESS my hand and official seal this 2nd day of October, 2018.



[Handwritten Signature]
NOTARY PUBLIC in and for the
State of Washington Residing at
[Handwritten Address]
Commission Expires 1/30/22

PROPERTY OWNER'S SIGNATURE (if other than applicant/agent):

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

Signature of Property Owner

Print Name of Owner

STATE OF WASHINGTON)) SS
COUNTY OF KITSAP)

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(s) described in and who executed the within and foregoing instrument, and acknowledged that he/she/they signed the same as his/her/their free and voluntary act and deed, for the uses and purposes therein mentioned, and on oath stated that he/she/they was (were) authorized to execute said instrument.

WITNESS my hand and official seal this _____ day of _____, 20_____.

NOTARY PUBLIC in and for the
State of Washington Residing at

Commission Expires _____