



# SITE PLAN REVIEW

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 Site Plan Review (SPR) process, refer to the [SPR Handout](#) or [Chapter 18.270](#) of the Poulsbo Municipal Code (PMC). For a detailed description of the Type II review process, refer to [PMC Title 19](#).

PROJECT:			
Project Name: OSLO BAY APARTMENTS		Tax Assessor's ID: SEE ATTACHED	
Project Address: N OF INTERSECTION OF SR305 AND BOND ROAD		Size of Property (Sq. Ft.): SEE ATTACHED	
Comp Plan Designation: RESIDENTIAL MEDIUM		Zoning Designation: RM & C-3	
Legal Description (attach sheet if necessary): SEE ATTACHED			
Are there any critical areas on the property? (wetlands, steep slopes, streams, etc.) <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO			
APPLICANT:			
Name: EDWARD ROSE MILLENNIAL DEVELOPMENT LLC		Phone: 248-686-5587	
Address: PO BOX 2012, BLOOMFIELD HILLS, MI 48303-2012			
Email: MARK_PERKOSKI@EDWARDROSE.COM			
Signature:			
AGENT (IF DIFFERENT):			
Name: SAME AS APPLICANT		Phone:	
Address:			
Email:			
Signature:			
OWNER:			
Name: SAME AS APPLICANT		Phone:	
Address:			
Email:			
Signature:			
PROPOSED LAND USES AND SQUARE FOOTAGE:			
Residential: SEE ATTACHED	Sq. Ft.	Office/Service:	Sq. Ft.
Stormwater Detention:	Sq. Ft.	Retail:	Sq. Ft.
Other Utilities:	Sq. Ft.	Industrial:	Sq. Ft.
Open Space/Recreation:	Sq. Ft.	Parking Lots:	Sq. Ft.
Critical Areas ( <a href="#">PMC 16.20</a> ):	Sq. Ft.	Streets:	Sq. Ft.
Other:	Sq. Ft.	Landscaping:	Sq. Ft.

**For site plans with residential development:**

Gross Density:            Number of lots/units        /        gross acres        =        units per gross acre  
Net Density:                Number of lots/units        /        net acres [gross acres-deductions (roads, utilities,  
critical areas and buffer)] =        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. Applications submitted in person require an intake appointment. **Please call (360) 394-9748 to set up an intake appointment.**

- Application Fees and Deposits
- A vicinity map showing the location of the property and surrounding properties.
- Detailed project narrative/description: provide a description of the project and summary of the objectives of the proposed development.
- Three** complete sets of Site Plan Review drawings.  
Existing conditions and proposed site development plans shall contain **ALL** the information listed in [PMC 18.270.040](#).  
  
*Please Note:*
  - plans must be drawn at an engineering scale that allows each plan to fit on one sheet
  - plans shall be folded upon submittal
  - all buildings and structures shall be dimensioned
  - all information shall be legible
  - plans shall be prepared by an appropriate certified professional in the State of WA
- Preliminary Landscape Plan per [PMC 18.130.030](#).
- Design Review Drawings, prepared as required in [PMC 18.120.030](#).
- Completed [SEPA Environmental Checklist](#) (if required)
- Sign drawings. If submitted, sign drawings shall be reviewed for compliance with [PMC 18.170](#).
- Preliminary drainage report including Level One downstream analysis. See [PMC 12.02.030](#) and [13.17.070](#).
- Significant tree survey and retention plan. See [PMC 18.180](#) (if required)
- Geological or geotechnical report. See [PMC 16.20.735](#) (if required)
- Wetland report. See [PMC 16.20.725](#) (if required)
- Hydrogeological report. See [PMC 16.20.740](#) (if required)
- Habitat management plan. See [PMC 16.20.730](#) (if required)
- One electronic version of all submitted materials in PDF format (CD, thumb drive, or via e-mail).
- Notarized property owner and/or applicant signature page (attached).
- Any other information/documents:



**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.

[Signature]  
Signature of Applicant/Agent

MARK PERKOSKI  
Print Name of Applicant/Agent  
DIR. OF ACQUISITION & PLANNING

MICHIGAN  
STATE OF ~~WASHINGTON~~ )  
OKUNO ) SS  
COUNTY OF ~~KITSAP~~ )

On this 23 day of SEP, 20 19 before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared MARK PERKOSKI 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 23 day of SEPTEMBER, 20 19.



[Signature]  
NOTARY PUBLIC in and for the  
State of ~~Washington~~ Residing at  
MICHIGAN  
Shirley Kolakovich  
Commission Expires 3/10/2020



# DESIGN REVIEW

Planning and Economic Development Department

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For additional information on the Design Review process, refer to [Chapter 18.120](#) of the Poulsbo Municipal Code (PMC). Design Review usually occurs concurrent with either the underlying land use permit review process or building permit application. If design review occurs with an underlying land use permit, the permit review type shall be consistent with the underlying application. If design review occurs with an associated building permit, the permit type shall be Type I. For a detailed description of the Type I review process, refer to [PMC Title 19](#).

PROJECT:	
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Project Address: N OF INTERSECTION OF SR305 & BOND ROAD	Size of Property (Sq. Ft.): SEE ATTACHED
Comp Plan Designation: RESIDENTIAL MEDIUM	Zoning Designation: RM & C-3
Legal Description (attach sheet if necessary): SEE ATTACHED	
Project Description: 13 MULTIFAMILY BUILDINGS (468 UNITS) AND COMMUNITY BUILDING WITH ASSOCIATED PARKING, PRIVATE AND PUBLIC ROADS, STORMWATER QUALITY & QUANTITY MITIGATION, UTILITIES, AND LANDSCAPING.	
Are there any critical areas on the property? (wetlands, steep slopes, streams, etc.) <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
APPLICANT:	
Name: EDWARD ROSE MILLENNIAL DEVELOPMENT LLC	Phone: 248-686-5587
Address: PO BOX 2012, BLOOMFIELD HILLS, MI 48303-2012	
Email: MARK_PERKOSKI@EDWARDROSE.COM	
AGENT (IF DIFFERENT THEN APPLICANT):	
Name: SAME AS APPLICANT	Phone:
Address:	
Email:	
OWNER:	
Name: SAME AS APPLICANT	Phone:
Address:	
Email:	

## APPLICATION SUBMITTAL REQUIREMENTS:

The following shall be submitted with the underlying land use permit or building permit application:

- **Application Fees and Deposits**
  - One electronic version of all submitted materials in PDF format (CD, thumb drive, or via e-mail).
  - **Three** complete plan sets containing:
    - complete elevation drawings of all buildings and building sides, showing dimensions and proposed materials including roofing, siding, windows and trim. Drawings shall include trim and cornice design, roof pitch, and siding materials.
    - a schematic color and material palette of the building's exterior siding, trim, cornice, windows and roofing.
    - perspective drawings, photographs, color renderings or other graphics that accurately represent the proposed project.
    - conceptual profiles of other site elements, such as lighting fixtures, signage, equipment screening, paving materials (pedestrian and vehicular), bicycle and pedestrian fixtures, and the like
- Please Note:*
- plans must be drawn at an appropriate architecture scale.
  - plans shall be folded upon submittal
  - all buildings and structures shall be dimensioned
  - all information shall be legible
  - plans shall be prepared by an appropriate certified professional in the State of WA
- Preliminary Landscape Plan (if required). See [PMC 18.130.030](#).
  - Completed [SEPA Environmental Checklist](#) (if required)
  - Sign drawings. *If submitted*, sign drawings shall be reviewed for compliance with [PMC 18.170](#).
  - Preliminary drainage report including Level One downstream analysis. See [PMC 12.02.030](#) and [13.17.070](#).
  - Significant tree survey and retention plan (if required). See [PMC 18.180](#).
  - Appropriate critical area report(s) (if required). See [PMC Chapter 16.20 \(section 700\)](#).
  - Notarized property owner and/or applicant signature page (attached).
  - Any other information/documents: SE CONCURRENT SITE PLAN REVIEW APP FOR DRAINAGE, SIG TREES & CRIT AREAS





**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.

[Signature]  
Signature of Applicant/Agent

MARK PORCOSKI  
Print Name of Applicant/Agent,  
DIV. OF ACQUISITIONS & PLANNING

MICHIGAN  
STATE OF WASHINGTON )  
OAKLAND ) SS  
COUNTY OF KITSAP )

On this 23 day of SEPT, 2019 before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared MARK PORCOSKI 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.

2019 WITNESS my hand and official seal this 23 day of SEPTEMBER.



[Signature]  
NOTARY PUBLIC in and for the  
State of Washington Residing at  
MICHIGAN  
Shirley Kolakovich  
Commission Expires 3/10/2020