Pre-Application Conference Application

City of La Center, Planning Services
305 NW Pacific Highway
La Center, WA 98629
www.ci.lacenter.wa.us
Ph. 360.263.7665 Fax: 360.263.7666
www.ci.lacenter.wa.us

Electronic Requirements

- [ ] Provide all materials on a CD or Flash Drive with all application materials as a **PDF** and a **word** version of the narrative.

Written Requirements

- [ ] **Master Permit Application:** Provide one copy of the Master Land Use Application with original signatures.
- [ ] **Checklist:** Provide one copy of this completed checklist.
- [ ] **Written Narrative:** Provide a detailed description of the proposed project including but not limited to the changes to the site, structures, landscaping, lighting, parking and use. In addition, please also address utility, frontage and transportation needs.

Plans and Graphics Requirements Provide Five (5) Copies of Scaled Plans (1' = 200 Feet & 8.5x11) the Following:

- [ ] Dimensions & North Arrow
- [ ] Site Boundary
- [ ] Proposed Name of Project
- [ ] Vicinity Map
- [ ] Configuration & Dimension of all Proposed Lots & Tracts, Including Proposed Park/Open Space, Drainage Tracts or Easements, Topography, Grades Including the Maximum & Minimum Density Calculations
- [ ] Location of Existing and Proposed Buildings & Structures
- [ ] Proposed Uses of all Buildings
- [ ] Height and Conceptual Appearance of Building Facades for all Building Structures
- [ ] Location of Walls and Fences, Height and Construction Material
- [ ] General Location & Configuration of Proposed Landscaping
- [ ] Existing and Proposed Exterior Lighting
- [ ] Location and Layout of Off-Street Parking and Loading Facilities
- [ ] Name, Location & Width of Existing & Proposed On-Site Streets and Roadway Easements
- [ ] Location & Width of Existing & Proposed On-Site Pedestrian & Bicycle Facilities
- [ ] Location of Existing & Proposed Public & Private Utilities
- [ ] Location, Types & Boundaries of Critical Areas, Buffers, Slopes & Archaeologically Significant Features

Questions:

Pre-Application conferences address issues related to landuse, building, engineering, fire and utilities. Please list specific questions or issues unique to your project that you would like to discuss at the conference.

Office Use Only

File # _____ **Planner** _____

Received By _____ **Fees: $**_____

Date Received: _____ **Date Paid:** _____

Procedure: ☐ **Type I** **Receipt #** _____
☐ **Type II**
☐ **Type III**
☐ **Type IV**

Notes _____