



PLANNING, COMMUNITY, & ECONOMIC DEVELOPMENT DEPARTMENT

Mailing Address: P.O. Box 547, Anacortes, WA 98221

Office Location: 904 6th Street, Anacortes WA 98821

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TRANSPORTATION CONCURRENCY REVIEW APPLICATION FORM

1. PROPERTY INFORMATION

Project Address (Street, Suite #):	Assessor Parcel Number(s):
Project Name:	

2. SUBMITTAL REQUIREMENTS

- Detailed Project Narrative, to include:
 - The existing site and building use
 - Detailed description of all the intended uses within all buildings and/or improvements
 - Detailed description of the size of the project site, size of the proposed buildings and description of all planned site improvements
 - Expected timing of occupancy (i.e. month/year)
 - Description of any proposed phasing
- Vicinity Map
 - Subject property with its boundaries clearly identified, location of the property showing the nearest street intersections and areas within a distance of no less than 500’ around the site
 - Label the map with the site’s address and parcel number
- Preliminary Site Plan, to include:
 - Building footprint(s)
 - Location of access points to existing roadways
 - All street names labeled
 - Parking stall location(s)
 - Any new roadways proposed with the project
 - Any roadway improvements proposed by the project

3. PROPERTY OWNER INFORMATION

Name:	Phone:
Address (Street, City, State, Zip):	Email Address:

4. APPLICANT OR CONTACT PERSON

Select one person the city will contact for anything related to this project:	<input type="checkbox"/> Property Owner <input type="checkbox"/> Other (list below)
Name:	Phone:
Address (Street, City, State, Zip):	Email Address:

7. OTHER INFORMATION

Brief Project Summary: (Your detailed project description should be submitted in the separate "Project Narrative")

8. ACKNOWLEDGEMENTS & SIGNATURE

Read and initial each of the following statements prior to signing this application:

I understand that I am solely responsible for providing complete and accurate information to the City. I understand that if my application is missing information or if inaccurate materials are submitted, this permitting process will be delayed. I understand that depending on how inaccurate and how incomplete my application is or becomes, the City could require an entirely new application to be submitted. I understand that when and if conditions change from that which my application originally represented, I am responsible for making the City aware of these changes.

I understand that concurrency review can be completed while a project is in its preliminary stages. However, if there are substantial changes in the project after initial concurrency review, a new review may be necessary, which means that new review fees may be required to be paid by the applicant.

By affixing my signature hereto, I certify that I am the owner, or am acting as the Owner's authorized agent, and that the application and documents contained with this submittal are complete and accurate to the best of my knowledge and abilities.

Signature

Date