



Planning and Community Development
 1812 Main Street, P O Box 257
 Lake Stevens WA 98258
 Phone Number (425) 377-3235

To Be Completed By Staff	
Date Received:	_____
Staff Initials:	_____
Permit Number:	_____

Planned Action Determination – Review Checklist
Lake Stevens Center 20th Street SE Corridor Downtown

Part One: Project Information (applicant to complete)				
Property Information	Site Address:			
	Assessor Parcel No:	Area of property	Square Feet:	Acres:
	Land Use Designation:		Zoning:	
	Number of Buildings on Site/:		Number to be Retained:	
	Existing Impervious Surface Area:		Proposed Impervious Surface Area:	
Applicant/ Contact	Name/Company:			
	Address:		City/State/Zip:	
	Phone:		Applicants relationship to owner:	
	Fax:		Email:	
Property Owner	Name/Company:			
	Address:		City/State/Zip:	
	Phone:		Email:	
	Fax:			
Project Description	Existing land use (describe):			
	Proposed land use (check all that apply)			
		Retail & Services – those uses including but not limited to department, drug & grocery stores; eating & drinking establishments; specialty goods/foods; entertainment & recreation; convenience stores; services; and commercial goods.		Office & Employment – those uses including but not limited to business & professional offices such as medical or dental, educational & institutional offices, research & development, light manufacturing, high-tech, and associated uses.
		Civic & Cultural – those uses including but not limited to libraries, museums, community center, stadium, performing arts facility, City Hall and other public facilities, which are not essential public facilities.		Lodging – those uses including hotels, motels, and other similar facilities offering temporary accommodation.

	Mixed-Use – those uses that combine two or more land uses on a single site or within a single building.		Residential – those uses including but not limited to single-family attached & detached units, multifamily units, residential care facilities, nursing homes and senior housing.
	Other (describe):		
Development Information	Residential (dwelling units)		
	Existing Dwellings	Proposed Dwellings	Proposed Density (dwellings per acre)
	No. Single-family:	No. Single-family:	Single-family:
	No. Multifamily:	No. Multifamily:	Multifamily:
	Office / Employment (square feet)		
	Existing Office/ Employment:		Proposed Office/ Employment:
	Retail & Services (square feet)		
	Existing Retail & Services:		Proposed Retail & Services:
	PM Peak Hour Weekday Vehicle Trips		
	Existing Estimated Trips:	Future Estimated Trips:	Net New Trips:
Source of Trip Rate		Transportation Impacts Consistent with Chapter 14.112 LSMC	
ITE Manual	Other	Yes	No
Signature (Applicant)			
Date			

Part Two: Review Criteria (City to complete)			
The City’s SEPA Responsible Official may designate conforming projects as “planned actions,” pursuant to RCW 43.21C.030 , that meet the following conditions (Ordinance No. 877 - Lake Stevens Center and Ordinance No. 878 - 20 th Street SE Corridor)			
Criteria (LSMC 14.38.120)		Complies (if not explain on separate sheet and attach)	
The proposal is located within a planned action area as identified on the official zoning map.		Yes	No
The proposal is consistent with the City of Lake Stevens Comprehensive Plan and the applicable subarea plan.		Yes	No
The proposed uses & activities are consistent with those described in the planned action EIS & zoning requirements of Section 14.38.020.		Yes	No
The proposal is consistent with the cumulative planned action thresholds identified in Section 14.38.120(c).		Yes	No
Dwelling Threshold:		Dwellings Remaining:	

Office / Employment Threshold:		Office / Employment Remaining	
Retail & Services Threshold:		Retail & Services Remaining:	
Vehicle Trips Threshold:		Vehicle Trips Remaining:	
The proposal's significant adverse environmental impacts have been identified in the planned action EIS.	Yes		No
The proposal's significant impacts have been mitigated by application of the measures identified in Section 14.38.120(d), and other applicable City regulations, together with any modifications, variances, or special permits that may be required.	Yes		No
The proposal complies with all applicable local, state &/or federal laws and regulations.	Yes		No
The proposal is not an essential public facility as defined by RCW 36.70A.200(1) and Section 14.16C.060, except as permitted by Chapter 43.21C RCW.	Yes		No

Part Three: Planned Action Determination (City to complete)		
Requirement	Complies (if no, explain on separate sheet and attach)	
Applications for planned actions were made on forms provided by the City including a SEPA checklist	Yes	No
The application is complete as provided in LSMC 14.16A.220(f).	Yes	No
The application is consistent with the criteria of the Planned Action Ordinance.	Yes	No
The development application meets all applicable requirements of the Lake Stevens Municipal Code.	Yes	No
Qualifying Project (if no, explain on separate sheet and attach)		
Yes	Qualifies as a Planned Action – The application is consistent with the Planned Action Ordinance and thereby qualifies as a Planned Action project. All development activities shall proceed in accordance with the applicable permit review procedures specified in Lake Stevens Municipal Code Title 14, except that no SEPA threshold determination, EIS or additional SEPA review shall be required. Public notice of the determination shall be pursuant to Chapter 43.21C RCW.	
No	Does not Qualify as Planned Action – The application is not consistent with the Planned Action Ordinance and does not qualify as a Planned Action project for the following reasons:	
	Additional SEPA Review Required – Projects that fail to qualify as Planned Actions may incorporate or otherwise use relevant elements of the Planned Action EIS, as well as other relevant SEPA documents, to meet their SEPA requirements. The SEPA Responsible Official may limit the scope of SEPA review for the non-qualifying project to those issues and environmental impacts not previously addressed in the Planned Action EIS.	
Signature (Director or Designee)		
Date (certification expires one year from date)		

