Planned Residential Development Checklist

PRD

Checklist for All Projects

19.02.002

A. ☐ A completed preliminary plat application form.

B. ☐ A verified statement by the applicant that the property affected by the application is in the exclusive ownership of the applicant, or that the applicant has submitted the application with the consent of all owners of the affected property.

C. ☐ A property and / or legal description of the site.

D. ☐ The applicable fee.

E. ☐ Evidence for adequate water supply as required by RCW 19.27.097 or a copy of an application for city of Gig Harbor water concurrency determination, per GHMC 19.10.011 (A).

F. ☐ Evidence of sewer availability or a copy of an application for city of Gig Harbor sewer concurrency determination, per GHMC 19.10.011 (A).

G. ☐ A completed transportation concurrency application and traffic report, per GHMC 19.10.011 (A).

In addition to requirements of GHMC 19.02.002 please provide:

1 ☐ 5 complete sets of submittal materials including wetland reports and traffic reports. Plan sets are to be of the same size sheets collated and bound, (preferred size of 24" x 36"). Please provide 2 sets of reduced size 11"x17". Please tile sheets if needed to meet required scale.

If your project requires multiple permits, only 5 sets, plus 2 reduced sets, are required. Please combine the requirements of all permits into the bound sets.

A building and fire code note sheet is required with all submittals which shall include the following information:

1 ☐ Intended IBC Type of construction for all buildings proposed in the project;

2 ☐ Proposed square footage of building. On multistory buildings specify square footage per floor.

3 ☐ Intended IBC occupancy group for all buildings proposed in project. Where a project is proposed to be a mixed occupancy building, include mixed occupancy calculations demonstrating compliance with IBC Ch. 3;

4 ☐ Proposed fire protection systems. Fire protection systems proposed as an alternate to other fire resistance requirements or to reduce required fire flow should be indicated on the plans;

5 ☐ Water purveyor name.

6 ☐ Proposed turning radii and emergency vehicle turnaround locations within required emergency vehicle access roads must be called out on the plans.

7 ☐ Proposed fire hydrant locations must be called out on the site plan.

8 ☐ ADA accessible site features (parking, routes, etc.)

Planned Residential Development Zone (PRD)

17.89

An application for a conditional use permit is considered complete upon submittal of the information as required under **GHMC 17.89.040 (A) 1 through 13 and (B) 2.** This is in addition to the application requirements of **GHMC 19.02.002**.

1. ____ An environmental checklist or impact statement. (12 copies)

2. ____ The title and location of the proposed development, together with the names, addresses and telephone numbers of the recorded owners of the land and the applicant, and if applicable, the name, address and telephone number of any architect, planner, designer or engineer responsible for the preparation of the plan, and of any authorized representative of the applicant.

3. ____ A written description addressing the scope of the project, gross acreage, the nature and size in gross floor area of each use and the total amount of land in square feet to be covered by impervious surfaces.

4. ____ A vicinity map showing site boundaries and existing roads and accesses within and bounding the site, as well as adjacent parcels and uses.

5. ____ A topographic map delineating contours, existing and proposed, at two-foot intervals and which locates and classifies existing streams, wetlands, steep slopes and other natural features and/or critical areas.

6. ____ Plans drawn to a scale no smaller than one inch equals 30 feet showing the proposed location and size of proposed uses, buildings, buffer areas, yards, open spaces and landscaped areas.

7. ____ A circulation plan drawn to a scale acceptable to the public works director illustrating all access points for the site and the proposed size and location of driveways, streets and roads that have immediate impact on public rights-of-way.

8. ____ Utility, drainage and stormwater runoff plans;

9. ____ A plan of all proposed landscaping including buffers and screening to be used as well as identification of areas of significant vegetation proposed to be retained.

10. ____ A statement explaining how the proposed PRD is consistent with and implements the city of Gig Harbor comprehensive plan, the designation under the comprehensive plan, current zone classification, and desired zone classification.

11. ____ A narrative describing how the proposed PRD provides substantial additional benefit to the citizens of the city of Gig Harbor (the benefit accruing as a result of implementation of the PRD process as opposed to following the development standards of the underlying zone) and how it is proposed the additional amenities and benefits should apply to the percentage of additional density and/or height being requested

12. ____ A map of the area, with area proposed for rezone outlined in red;

13. ____ Two sets of mailing labels for all property owners whose parcels are within 300 feet of any border of the subject property, as provided by the Pierce County auditor's office.

B.2. ____ A complete application for design review.

This checklist is intended as a guide for applicants and is not a substitute for the applicable code sections