

SCC 30.66B Traffic Pre-submittal Request

C/O Snohomish County Public Works, CSC-2, 3000 Rockefeller Ave, M/S 607, Everett, WA 98201

Phone (425) 388-6440 or (425) 388-6453

- Email completed form, a proposed site plan noting access, r/w documents, and a brief narrative.
- A one hour 30.66B appointment will be scheduled and confirmed following receipt of all the documents.

*P*****Office use only******

Amanda PFN: _____

Traffic Staff _____

Appointment: DATE: _____ TIME: _____ Confirmed: _____

Drainage Staff: _____

Date Routed to R/W review: _____ Date to TDR _____

TSA: _____

***Required information.**

*Development/Project Name:	
*Over 50 Peak Hour Trips (PHT):	<input type="checkbox"/> No <input type="checkbox"/> Yes (If yes, requires Traffic Scoping Meeting)
*Attach Site Plan & Narrative:	Show: scale, North arrow, public roads, dimensions of property, lot layout and critical areas (if known) and all access points. Describe proposed project.
*Site Address or General location (office use only: ID: _____)	Street, city, zip code
*Section/Township/Range:	S: T: R:
*Tax Parcel #(s): List all parcels – attach a separate sheet if necessary	, , , ,
*Applicant: (office use only: ID _____)	Name: Firm Address/City/Zip: Telephone: Email:
*Representative/Contact: (office use only: ID: _____)	Name: Firm Address/City/Zip: Telephone: Email:
*Project Type:	<input type="checkbox"/> Commercial _____ sft Office/retail/other _____ <input type="checkbox"/> CU <input type="checkbox"/> SP <input type="checkbox"/> Plat <input type="checkbox"/> Rezone <input type="checkbox"/> Site Plan Approval <input type="checkbox"/> Concurrent Boundary Line Adjustment <input type="checkbox"/> Modification <input type="checkbox"/> Other _____
*CBP Building Height	Indicate building height according to Appendix D of the IFC: _____
*Proposed # lots or multi-family units	_____
*Existing Single Family Residence(s):	___ To be removed? <input type="checkbox"/> Yes <input type="checkbox"/> No
*Check one:	<input type="checkbox"/> Urban (inside UGA) <input type="checkbox"/> Rural (outside UGA)
*Zoning:	_____
County roads adjacent to proposal: *Existing Right of Way on above:	



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SCC 30.66B Traffic Pre-submittal Conference

General Information

Per Snohomish County Code 30.66B 020, prior to submitting your development project to Planning and Development Services (PDS), projects that impact the county road system with additional trips created by: site plan approval, rezone, commercial building, plat, short plat etc. must be discussed with PDS traffic staff.

The purpose of the Pre-submittal Conference is to review the traffic related aspects of your development proposal, to determine if a traffic study is necessary, and to ensure that your project is submitted to PDS with adequate information for the review process.

Presubmittal Conferences are held *by appointment only* on Wednesdays and Thursdays at PDS offices located on the second floor of the Drewel Building on the County Campus at 3000 Rockefeller Ave in Everett. Please plan on appointments to be scheduled about three weeks from application.

There is no fee for this one hour meeting.

Instructions for applicants

Presubmittal conference appointments are scheduled on receipt and completeness of the necessary documents and are usually three weeks out. On receipt of required documents noted below, an appointment will be scheduled via email. If a specific day/time is required, please indicate that on your application.

Please allow 48 hours to process your request.

Submit these items electronically to: contact.pwcustomerservicecenter@snoco.org

1. The attached form – completed to the best of your knowledge.
2. Narrative of your project including the type of development, the number of homes/units; sq footage and number of employees for commercial projects.
3. A basic site plan of your project with all proposed accesses. Please note the closest public roadway(s).
4. Include all right of way for the public roads indicated on your site plan if any of your parcels are adjacent to public right of way.
5. Building height for commercial projects, as this impacts road width design.
6. Your preferred meeting day - or Wednesday or Thursday, morning or afternoon.

You may read more about presubmittal requirements at:

<http://www.codepublishing.com/wa/snohomishcounty/>. Please review Chapter 30.66B Concurrency and Road Impact Mitigation.