



**CHELAN COUNTY
INFORMATION AND PROCEDURES
FOR A FINAL MASTER PLANNED RESORT**

This packet is designed to assist you in preparing your application for final master planned resort review. Applications may be submitted to the Chelan County Building/Fire Safety and Planning Department, 411 Washington St., Wenatchee, WA 98801 between 8 a.m. and 5 p.m. Monday through Friday, except holidays.

Please provide the following information at the time of submittal. If any of this information is not provided we will not be able to process your application until the information is provided.

- A completed final master planned resort application form, including applicable non-refundable fees.**
- Circulation plan, including road plans and profiles, surfacing improvements and non-vehicular facilities (pedestrian and bicycle paths)**
- Landscape plan, including existing vegetation and features to be preserved, open space, and perimeter landscaping including provisions for permanent irrigation of landscaped areas.**
- Topographic contours at five-foot intervals or as otherwise specified**
- Locations and provisions for fire protection facilities, security and other emergency services**
- Provisions for domestic water, sewage and solid waste disposal**
- Location, dimensions and design of all off-street parking facilities showing points of ingress and egress from the site**
- Preliminarily approved application for the division of land, such as short subdivision, subdivision, binding site plan, for all land intended to be leased, sold or transferred into two or more lots, tracts or parcels in the first phase of the master planned resort.**
- Final resource management plan.**
- Storm water drainage plan**
- Any other items required from the preliminary master planned resort process.**

NOTE: APPLICATION FEES ARE NON-REFUNDABLE. THERE ARE NO GUARANTEES THAT YOUR FINAL MASTER PLANNED RESORT WILL BE APPROVED.

Upon receiving an application a file will be setup and within twenty-eight (28) days after receiving the application the applicant will receive a written determination of completeness. After issuing a determination of completeness the department will issue a notice of application and appropriate materials will be routed to reviewing agencies. Each agency will review your application and provide the planning department with a list of comments and/or items that you must provide in order to obtain their approval of the final planned development. A notice of application will be posted at the site, published and sent to surrounding property owners within 300 feet of the actions.

An open record hearing date is set before the Chelan County Hearing Examiner and the applicant notified of the date, time and place of the hearing. Testimony both for and against the proposal will be taken and the applicant will be able to provide rebuttal to all testimony presented. The Hearing Examiner then has ten days to approve, approve with conditions, or deny the application.

Any questions regarding this process should be directed to the Chelan County Planning Department, (509) 667-6225. Our office hours are 8 a.m. to 5 p.m. Monday through Friday except holidays.

JURISDICTIONS TO BE CONTACTED

Chelan County Building and Planning Dept
411 Washington St., Wenatchee, WA 98801
(509) 667-6225

Chelan Count Public Works
350 Orondo St., Wenatchee, WA
(509) 667-6415

Chelan/Douglas Health District
200 Valley Mall Parkway, East Wenatchee, WA
PO Box 429, Wenatchee, WA 98807
(509) 886-6450

Chelan County Assessor
350 Orondo St., Wenatchee, WA
(509) 667-6365

Date Received: _____	Date Stamp: _____
Received by: _____	
Received by US Mail: _____	
Accepted: _____	
Returned: _____	
Fees Paid: _____	
Receipt No: _____	



**CHELAN COUNTY
FINAL MASTER PLANNED
RESORT APPLICATION (6/01)**

SECTION I: APPLICANT INFORMATION

1. The preliminary planned development application file number: _____
2. Project Name: _____
3. **Applicant:** _____ Phone: _____
 Address: _____ Bus. Phone: _____
 City & State: _____ Zip Code: _____
4. **Owner:** _____ Phone: _____
 Address: _____ Bus. Phone: _____
 City & State: _____ Zip Code: _____
5. **Owner:** _____ Phone: _____
 Address: _____ Bus. Phone: _____
 City & State: _____ Zip Code: _____
6. **Surveyor:** _____ License #: _____
 Address: _____ Phone: _____
 City & State: _____ Zip Code: _____
7. Detailed Description of Request: _____

SECTION II: AUTHORIZATION

I hereby certify that this application has been made with the consent of the lawful property owner(s) and that all information submitted with this application is complete and correct. False statements, errors, and/or omissions may be sufficient cause for denial of the request. This application gives consent to the county to enter the properties listed above.

Applicant Name: _____ Parcel # _____

Applicant Signature: _____ Date: _____

(If applicant is other than owner, an ownership certification must be complete and signed)

