



**CHELAN COUNTY  
INFORMATION AND PROCEDURES  
FOR A FINAL PLANNED DEVELOPMENT**

This packet is designed to assist you in preparing your application for final planned development 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 planned development application form**
- 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**
- 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**
- Storm water drainage plan**
- Any other items required from the preliminary planned development process.**

**NOTE: APPLICATION FEES ARE NON-REFUNDABLE. THERE ARE NO GUARANTEES THAT YOUR FINAL PLANNED DEVELOPMENT 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.

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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.

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**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

**FOR DEPARTMENTAL USE ONLY**

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



**CHELAN COUNTY  
FINAL PLANNED  
DEVELOPMENT APPLICATION (6/27/01)**

**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 V: 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)

**SECTION VI: OWNERSHIP CERTIFICATION**

**IF A PERSON OTHER THAN THE PROPERTY OWNER IS SIGNING THIS APPLICATION, AN OWNERSHIP CERTIFICATION MUST ALSO BE SUBMITTED.**

I, \_\_\_\_\_ here by certify that I am the major property owner, authorized agent, or officer of the corporation owning property described in the attached application and I have familiarized myself with the rules and regulations of Chelan County with respect to making this application and that the statements, answers and information contained therein are in all respects true and correct to the best of my knowledge and belief. Further, I posses full legal authority and rights necessary to exercise control over the subject property.

I certify or declare under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Address \_\_\_\_\_

City and State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone \_\_\_\_\_ Signature \_\_\_\_\_

Date \_\_\_\_\_ for \_\_\_\_\_

(Give corporation or company name)

At \_\_\_\_\_  
\_\_\_\_\_

(Here signator must state place of signing which may be different than address.)

**ACKNOWLEDGEMENT**

State of Washington }  
  }  
Chelan County            }

On this day personally appeared before me \_\_\_\_\_ to be known the individual described in and who executed within and foregoing instrument and acknowledge to me that \_\_\_\_\_ signed the same as \_\_\_\_\_ free and voluntary act and deed for the uses and purposed therein mentioned.

\_\_\_\_\_  
NOTARY PUBLIC in and for the  
State of Washington  
Residing in \_\_\_\_\_  
Date: \_\_\_\_\_