



## CITY OF KIRKLAND

Planning and Community Development Department  
123 Fifth Avenue, Kirkland, WA 98033  
425-587-3225 - [www.kirklandwa.gov](http://www.kirklandwa.gov)

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### CITY OF KIRKLAND NOTICE OF APPLICATION GOSS SHORT PLAT, CASE NO. SPL12-00003

**PROPOSAL:** Eve Riley, the applicant, is requesting a Process I Short Plat permit to subdivide one 24,983 SF parcel into two separate parcels within the WD II Use Zone. The application was received by the City on March 3, 2012 and was deemed complete on May 9, 2012.

**LOCATION:** 1330 8<sup>th</sup> Street West

**REVIEW PROCESS:** The decision on this application will be made by the Planning Director. Prior to the decision, there is an opportunity for the public to submit written comments, as described below. The Director will also receive a report from the Planning Department staff making a recommendation on the application. The decision will be based on whether the application complies with Kirkland's Zoning Code and other applicable codes.

**PUBLIC COMMENT:** Comments may be provided in writing only. **To be considered, written comments must be received prior to 5 p.m. on June 4, 2012.** Send written comments to project planner, Sean LeRoy, 123 5<sup>th</sup> Ave., Kirkland, WA. 98033 or e-mail to [sleroy@kirklandwa.gov](mailto:sleroy@kirklandwa.gov). **Please indicate your name, mailing address, e-mail address and refer to permit number SPL12-00003.** A copy of the Director's decision will be mailed to those providing written comments before the comment deadline. Others may obtain copies from the Planning Department.

**APPEALS:** *The Planning Director's decision may be appealed to the Hearing Examiner only by the applicant or those who submitted written comments by the comment deadline.* Additional information about how to appeal will appear in the staff report and Planning Director's decision.

**FOR MORE INFORMATION:** For more information about this application, please contact project planner, Sean LeRoy, City of Kirkland Planning Department at 425.587.3260 or [sleroy@kirklandwa.gov](mailto:sleroy@kirklandwa.gov). Application materials are contained in the official file available in the Planning Department, 123 5<sup>th</sup> Ave., Kirkland, 8 a.m.–5 p.m. Mon.–Fri.

Publishing Date: May 17, 2012

Notice approved by: \_\_\_\_\_  
Project Planner

# OPTIONAL DNS PROCESS

Use the Optional DNS process when you have completed the environmental review at the time you issue the Notice of Application. In other words, the City expects to issue a straight DNS or already knows the mitigation measures needed and lists them. Otherwise use the standard SEPA process.

If mitigations are proposed after the close of the comment period, provide a 2<sup>nd</sup> comment period & notice.



Send NOA & checklist to:  
 Agen w/ juris  
 DOE  
 Affected agencies  
 Anyone requesting

Send DNS (no checklist) to:  
 Same as before

For more info:  
 KMC 24.02.170  
 Green Book p. 83  
 WAC 197-11-355

Post & Publish

Publish

- Review application for completeness
- Add notes to Environmental Checklist
- If mitig measures are identified, prepare Memo MDNS.doc
- Review SEPA with Planning Supervisor
- If mitigating measures are identified, send letter to applicant SEPA Mit Meas

- Prepare DNS form for Responsible Official's signature
- Route the SEPA materials to the Responsible Official
- Prepare the letter to applicant Ltr Env Det
- Complete SEPA Instruct Sheet and give to Off Tech

Fill out Step 2 NOA & Opt. DNS & give to Off Tech