CITY OF BAINBRIDGE ISLAND

MAJOR ADJUSTMENT APPLICATION

FORM MUST BE COMPLETED IN INK, PREFERABLY BLUE.

PENCIL WILL NOT BE ACCEPTED.

<table>
<thead>
<tr>
<th>DATE STAMP FOR CITY USE ONLY</th>
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</table>

<table>
<thead>
<tr>
<th>TO BE FILLED OUT BY APPLICANT</th>
</tr>
</thead>
<tbody>
<tr>
<td>PROJECT NAME: (if any):</td>
</tr>
<tr>
<td>ORIGINAL PROJECT NUMBER:</td>
</tr>
<tr>
<td>TAX Assessor’S NUMBER(s):</td>
</tr>
<tr>
<td>PROJECT STREET ADDRESS OR ACCESS STREET:</td>
</tr>
<tr>
<td>ENVIRONMENTAL CHECKLIST SUBMITTED:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FOR CITY USE ONLY</th>
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</thead>
<tbody>
<tr>
<td>FILE NUMBER:</td>
</tr>
<tr>
<td>PROJECT NUMBER:</td>
</tr>
<tr>
<td>DATE RECEIVED:</td>
</tr>
<tr>
<td>APPLICATION FEE:</td>
</tr>
<tr>
<td>TREASURER’S RECEIPT NUMBER:</td>
</tr>
</tbody>
</table>

## SUBMITTAL REQUIREMENTS

<table>
<thead>
<tr>
<th>APPLICATION</th>
<th><strong>One original (which must contain an original signature) and six copies must be provided.</strong> Whenever possible, originals must be signed in blue. Please identify the original document.</th>
</tr>
</thead>
<tbody>
<tr>
<td>SUPPORTING DOCUMENTS</td>
<td><strong>One original (which must contain an original signature, where applicable), and six copies (if an original is not applicable, seven copies must be provided).</strong></td>
</tr>
<tr>
<td>FULL-SIZE DRAWINGS</td>
<td><strong>Four copies of the required drawings must be provided. Drawings must be folded and must be no greater than 18” x 24” in size.</strong></td>
</tr>
<tr>
<td>REDUCED DRAWINGS</td>
<td><strong>Two copies of the proposed drawings reduced to 11” x 17” must be provided (if full-size drawings are larger than 11” x 17”).</strong></td>
</tr>
<tr>
<td>SUBMITTING APPLICATIONS</td>
<td><strong>Applications must be submitted in person</strong> by either the owner or the owner’s designated agent. Should an agent submit the application, a notarized Owner/Agent Agreement must accompany the application.</td>
</tr>
<tr>
<td>FEES</td>
<td>Please call the Department of Planning &amp; Community Development for submittal fee information.</td>
</tr>
<tr>
<td>ATTACHED SUBMITTAL CHECKLIST</td>
<td>Please refer to attached Submittal Checklist for further information. Note: when submitting this application, please do not copy or include the Submittal Checklist sheets attached to the back of this application.</td>
</tr>
</tbody>
</table>

APPLICATIONS WILL NOT BE ACCEPTED unless these basic requirements are met and the submittal packet is deemed counter complete.
MAJOR ADJUSTMENT APPLICATION
FORM MUST BE COMPLETED IN INK, PREFERABLY BLUE. PENCIL WILL NOT BE ACCEPTED.

A. GENERAL INFORMATION

1. Name of property owner: ________________________________________________
   Address: _______________________________________________________________
   Phone: ________________________________ Fax: _____________________________
   E-mail: _______________________________________________________________

   Name of property owner: ________________________________________________
   Address: _______________________________________________________________
   Phone: ________________________________ Fax: _____________________________
   E-mail: _______________________________________________________________

   Name of property owner: ________________________________________________
   Address: _______________________________________________________________
   Phone: ________________________________ Fax: _____________________________
   E-mail: _______________________________________________________________

   If the owner(s) of record as shown by the county assessor's office is (are) not the agent,
   the owner's (owners') signed and notarized authorization(s) must accompany this application.

2. Applicant/agent: _______________________________________________________
   Address: _______________________________________________________________
   Phone: ________________________________ Fax: _____________________________
   E-mail: _______________________________________________________________

3. Name of land surveyor: ________________________________________________
   Address: _______________________________________________________________
   Phone: ________________________________ Fax: _____________________________
   E-mail: _______________________________________________________________

4. Planning department personnel familiar with site: ___________________________

5. Description of proposal: ________________________________________________
CITY OF BAINBRIDGE ISLAND

MAJOR ADJUSTMENT APPLICATION

FORM MUST BE COMPLETED IN INK, PREFERABLY BLUE. PENCIL WILL NOT BE ACCEPTED.

6. General location of site:

<table>
<thead>
<tr>
<th>Assessor’s Parcel Number</th>
<th>Parcel Owner</th>
<th>*Lot Area</th>
</tr>
</thead>
<tbody>
<tr>
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</tr>
</tbody>
</table>

Use additional sheet if necessary

Total of all parcels:

* As defined in Bainbridge Island Municipal Code 18.12.050

10. Legal description (or attach):

__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT
280 MADISON AVENUE NORTH • BAINBRIDGE ISLAND, WA • 98110-1812
PHONE: (206) 842-2552 • FAX: (206) 780-0955 • EMAIL: pcd@bainbridgewa.gov
www.ci.bainbridge-isl.wa.us

October 2012 PAGE 1 WILL BE GENERATED BY THE CITY AT TIME OF SUBMITTAL
11. Current comprehensive plan, zoning and shoreline designations and use of subject parcel(s):

<table>
<thead>
<tr>
<th>Lot Number</th>
<th>Comp Plan Designation</th>
<th>Zoning Designation</th>
<th>Shoreline Designation</th>
<th>Current Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lot</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lot</td>
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<tr>
<td>Lot</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

12. Current comprehensive plan, zoning and shoreline designations and use of adjacent properties:

<table>
<thead>
<tr>
<th>Property</th>
<th>Comp Plan Designation</th>
<th>Zoning Designation</th>
<th>Shoreline Designation</th>
<th>Current Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>North</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>South</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>East</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>West</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

13. Does the site contain an environmentally sensitive area as defined in Critical Areas Ordinance (Bainbridge Island Municipal Code Chapter 16.20)?  
   □ yes □ no □ unknown

   If yes, check as appropriate:

   - □ wetland*
   - □ geologically hazardous area**
   - □ stream*
   - □ wetland buffer*
   - □ zone of influence**
   - □ stream buffer*
   - □ slope buffer**
   - □ fish and wildlife habitat area
   - □ fish and wildlife habitat area

* If your site includes a wetland or wetland buffer, a wetland report may be required with your application.
** If your site includes a geologically hazardous area or is within the zone of influence as defined in Bainbridge Island Municipal Code 16.20, a geotechnical report may be required with your application.

14. Is construction planned within 200 feet of ordinary high water (usually where shoreline vegetation changes from salt tolerant to upland plants)?  
   □ yes □ no □ unknown

15. Are there underlying/overlying agreements on the property?  
   □ yes □ no □ unknown

   If yes, check as appropriate and provide a copy of the decision document:

   - □ CUP Conditional Use Permit
   - □ SPR Site Plan Review
   - □ MDI Master Planned Development
   - □ SPT Short Plat
   - □ PUD Planned Unit Development
   - □ SSDP Shoreline Permit
   - □ REZ Contract Rezone
   - □ SUB Prior Subdivision
   - □ RUE Reasonable Use Exception
   - □ VAR Zoning Variance
   - □ Other: ____________________________
Under which jurisdiction was the approval given?  
☐ City of Bainbridge Island  ☐ Kitsap County  
Case Number/Approval Date: ____________________________

16. Is there any other information which is pertinent to this project?  
If yes, please explain: ____________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

B. TECHNICAL INFORMATION

1. Name of water purveyor: _________________________________________________________
If a private well, what class? ______________________________________________________

2. Type of sewage disposal:  ☐ on-site septic  ☐ off-site septic  ☐ sewer  
Sewer district:  ☐ City of Bainbridge Island  ☐ Sewer District 7

3. General description of the existing terrain: __________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

4. Soil survey classification: ______________________________________________________

5. Flood plain designation:  ☐ X  ☐ AE

6. Access (street functional road classifications):

<table>
<thead>
<tr>
<th>Street Type</th>
<th>Required ROW Width</th>
<th>Street Name</th>
<th>Existing ROW Width</th>
</tr>
</thead>
<tbody>
<tr>
<td>primary arterial</td>
<td>150 feet</td>
<td>Highway 305</td>
<td></td>
</tr>
<tr>
<td>secondary arterial</td>
<td>60 feet</td>
<td></td>
<td></td>
</tr>
<tr>
<td>collector</td>
<td>50 feet</td>
<td></td>
<td></td>
</tr>
<tr>
<td>residential urban</td>
<td>40 feet</td>
<td></td>
<td></td>
</tr>
<tr>
<td>residential suburban</td>
<td>30 feet</td>
<td></td>
<td></td>
</tr>
<tr>
<td>private</td>
<td>20 - 30 feet</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
7. Sidewalks are adjacent to the parcel:  
   □ yes  □ no
   
   If yes, existing sidewalks are ________ feet wide.

   Sidewalk installation is proposed as part of the development project:
   □ yes  □ no

   Proposed sidewalks:
   □ adjacent to the parcel and are to be ________ feet wide.
   □ internal to the proposal and are to be ________ feet wide.

8. Will the completed project result in 800 or more square feet of impervious surface (building footprint + driveways + parking)?  
   □ yes  □ no  □ unknown

9. Will the project result in clearing more than six significant trees or 2,500 square feet of ground?  
   □ yes  □ no  □ unknown

10. Do storm water systems exist on the site?  
    □ yes  □ no  □ unknown
    
    If yes, were they constructed after 1982?  
    □ yes  □ no  □ unknown

    If yes, what type of storm water system exists on the site?
    □ infiltration  □ open ditching  □ closed conveyance  □ detention

11. Will the completed project result in excavating of or filling in:
    □ less than 50 cubic yards.  □ more than 50 cubic yards but less than 100 cubic yards.  □ more than 100 cubic yards.

C. Parcel Information:

1. Does the proposal meet the minimum lot size for septic?  
   □ yes  □ no  □ don’t know  □ N/A

2. Are any restrictive covenants proposed? (If yes, please attach.)  
   □ yes  □ no

3. Any additional easements/restrictions regarding adjacent land that should be noted?  
   □ yes  □ no
   
   If yes, please describe:
   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________
4. Maximum lot coverage of proposed parcels:

<table>
<thead>
<tr>
<th>Lot __</th>
<th>%</th>
<th>SF</th>
<th>Lot __</th>
<th>%</th>
<th>SF</th>
<th>Lot __</th>
<th>%</th>
<th>SF</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lot __</td>
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<td>%</td>
<td>SF</td>
<td>Lot __</td>
<td>%</td>
<td>SF</td>
</tr>
<tr>
<td>Lot coverage to be calculated at time of final plat.</td>
<td></td>
<td></td>
<td>Total maximum lot coverage:</td>
<td>SF</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

5. Landscaping (See Chapter 18.15.010 of the Bainbridge Island Municipal Code). Please provide a description of the existing and proposed landscaping.

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

I hereby certify that I have read this application and know the same to be true and correct.

________________________________________________________________________

*Signature of owner or authorized agent ________________________________ Date __________________________

Please Print Name ________________________________

*If signatory is not the owner of record, the attached “Owner/Agent Agreement” must be signed and notarized.
SUBMITTAL DOCUMENTS

A complete application shall include the items listed below (unless waived in writing by the director or project manager):

☐ A completed application form provided by the city containing the original signatures of all property owners;

☐ A notarized Owner/Applicant agreement signed by all owners in the event the owners designate an agent to act in their stead;

☐ The original and six (6) copies of the application and all supporting documentation;

☐ Original and six (6) copies of the site plan. Drawings must be folded, must be a maximum of 18” x 24” in size with a minimum scale of 1” = 100’. No construction drawings or other sized drawings will be accepted unless specifically requested by the planner;

☐ Original and six (6) copies of the proposed open space plan, if the alteration includes a change to the approved open space plan;

☐ Original and six (6) copies of a written analysis of how the change complies with decision criteria of the application used in the first instance;

☐ Two copies of reduced drawings, 11” x 17’’;

☐ An application fee in the amount of specified by the fee schedule, check made payable to the City of Bainbridge Island;

☐ An application fee in the amount specified by the Kitsap County Health District, check made payable to the Kitsap County Health District.
INFORMATION TO BE ON DRAWINGS

A. IDENTIFICATION INFORMATION (to be included on each page of each drawing):

☐ Name of proposed project;
☐ Name, address, phone and fax numbers and e-mail address of whomever prepared the drawing;
☐ Date of drawing preparation;
☐ North arrow;
☐ Graphic scale (minimum scale: 1” = 100’);
☐ Quarter section, section, township and range of the proposed project; and
☐ Page numbers and total number of pages.

B. BASE MAP DRAWING CONTENT

Please provide the following information on one or more sheets:

☐ Name, address, phone and fax numbers and e-mail address of property owner and applicant;
☐ Assessor’s account number(s) of parcel(s) included within the proposed project;
☐ Legal description of the property included within the proposed project;
☐ Total area of the proposed project;
☐ Zoning and comprehensive plan designation(s) of parcels included within the proposed project;
☐ Proposed home site areas and/or lots;
☐ If the project is a replat of an existing subdivision, the original plat shown in dashed or faded lines along with its relationship to the proposed project;
☐ Contours at a maximum interval of five feet;
☐ Location of all existing structures, wells (including well protection areas) and other improvements located on the subject property or within 150 feet of the subject property;
☐ Location, name and width of all existing and proposed streets, roads, bicycle paths or lanes, trails, easements, greenways, and/or open spaces located on the subject property or within 150 feet of the project;
☐ Existing land use(s) on the subject property or within 150 feet of the subject property;
☐ All streams, wetlands, shorelines, drainage ways or critical areas and any associated buffer(s) located on or within 150 feet of the proposed project;
If within 200 feet of the shoreline, ordinary high water mark;

- Type of vegetation (i.e.: wooded, meadow, cleared, wetland, etc.) on or within 150 feet of the subject property;

- Location of all slopes steeper than 15% showing top and toe and percentage of slope;

- FEMA Flood Insurance Rate Map designation of the property included within the proposed project;

- Location and area of proposed open space (if applicable);

- Open space areas designated as separate tracts or portions of lots (if applicable);

- Location of existing and proposed individual or community water supply and septic systems on the subject property or within 150 feet of the subject property;

- Proposed means of providing water service and sanitary sewer service;

- Schematic plan of proposed utilities, if any;

- Areas of identified historical importance located on the project site or within 150 feet of the subject property (such as structures listed on the National Registry for Historic Places or places on the 1987 Bainbridge Island Historic Survey);

- Proposed means of meeting the requirements of the city’s storm drainage ordinance;

- Proposed means of meeting the city’s fire protection ordinance; and

- If phasing of the project is proposed, show the proposed phase boundaries.
Owner/Agent Agreement

The undersigned is (are) the owner(s) of record of the property identified by the Kitsap County Assessor’s account number ________________________________, located at ________________________________, Bainbridge Island, Washington. The undersigned hereby gives (give) consent and approval to ____________________________

to act on his/her (their) behalf as his/her (their) agent to proceed with an application for (please check all items that apply):

☐ preapplication conference
☐ planning permits
☐ construction permits (i.e. building, water/sewer availability, right-of-way, etc)

on the property referenced herein. This agreement authorizes the agent to act on the owner’s behalf for the above checked applications through (date or specific phase) ________________

__________________________________________
OWNER OF RECORD  DATE  OWNER OF RECORD  DATE

STATE OF WASHINGTON  )
COUNTY OF KITSAP   ) ss.

On this ______ day of ________________, 20____, before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared:

to me known as the individual(s) described in and who executed the foregoing instrument, and acknowledged to me that he/she/they signed and sealed the said instrument, as his/her/their free and voluntary act and deed for the uses and purposes therein mentioned, and on oath stated that he/she/they was (were) authorized to execute said instrument.

WITNESS MY HAND AND OFFICIAL SEAL, hereto affixed the day and year in this certificate above written.

__________________________________________
Notary Public in and for the State of Washington

Residing at ________________________________

My appointment expires: ____________________