



**City of Leavenworth**  
Department of Development Services

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**Notice of Incomplete Application**

**Date of Notice:** June 27, 2018

**Project Name:** **Leavenworth Adventure Park**

**Physical Address of Property:** 9342 Icicle Road  
Leavenworth, WA 98826

**Property Owner:** Larry W. Langston  
Leavenworth, WA 98826

**Applicant / Contact:** John Sutherland  
DR Moffett & Associates, Inc.  
7900 SE 28<sup>th</sup> Street, Ste 236  
Mercer Island, WA 98040

**Docket/Permit #(s):** Conditional Use Permit No. 2018-02  
Variance No. 2018-01

**Date of Application Submittal:** June 25, 2018

**Project Location:** The project site is located at 9342 Icicle Road, Leavenworth, Washington. The legal description is Approximately 11 acres located at 9342 Icicle Road, identified as parcel no. 241711420100, and further described as Township 24 North, Range 17 East Willamette Meridian, Section 11 North West South East (quarter). The subject site is located within the Tourist Commercial zone district of the City of Leavenworth.

**CUP Project Description:** The applicant has submitted a Conditional Use Permit Application in order to establish a “Commercial amusement enterprise” within the Tourist Commercial zone district. Pursuant to Leavenworth Municipal Code (LMC), " Commercial amusement enterprise” means a location where recreation activities take place. These activities can include but are not limited to stadium, arena, outdoor theater (amphitheaters or outdoor music events, theme parks, equestrian facilities, rodeos, circuses, skateboard parks, race tracks, go karts, ATV or motorcycle tracks, and sports stadiums or arenas), bowling alley, dance hall, skating rink, archery club, gun club, private tennis club, private swimming club, or similar athletic club, batting cages, BMX courses, paintball and golf driving ranges. The project is subject to a Conditional Use Permit LMC Section 18.44.030 and Chapter 18.52, and includes:

1. Leavenworth Adventure Park (LAP) will be a year-round, family activity park featuring a Wiegand Alpine Coaster™ and other adventure attractions.
2. The base area will include loading/unloading, storage, tickets, photo, merchandise, restrooms, picnic area, office and areas for light snack, beverage sales (foodservice – café and covered seating) and event space (approx. 150 occupancy). The location of buildings and/or many of the adventure attractions will be on a flat area adjacent to Icicle Road (excepting an observation platform) and include, but are not limited, to:

- a. Two-story building to include spaces for: café, kitchen, storage, event space, ticket sales, restrooms, offices, and information booth (5,000 square feet total) with associated covered seating area.
  - b. The Alpine Coaster will consist of a structure for housing of mechanical propulsion, loading and unloading platform, and a dual rail system approximately 2,950 linear feet in length total (750-feet uphill and 2,200-feet downhill). The propulsion system will convey sleds to the top of the hill, around a metal track supported by a combination of metal spikes and foundations, and travel back down to the base of the hill by gravity (25-29 mph max.).
  - c. Ropes Aerial Challenge Course consisting of towers and “bridges.” This is a supervised aerial obstacle course with climbing towers, zip lines, and obstacle bridges. In addition, this area will include a free-standing supervised climbing wall.
  - d. Assisted rock climbing utilizing the natural rock faces of the site. This is a supervised protected climbing activity – always hooked in when climbing. “Via Ferrata” is Italian for “Iron Path,” and originated in the First World War to move troops through the Dolomite mountain region. Via Ferrata are exciting and accessible climbing/hiking routes equipped with steel cables and iron ladders for foot and hand holds.
  - e. Eurobungy Bungy Trampoline. This will be a four-station mechanically enhanced “jumping” ride with bungee cords, harness, ropes, pullies, swivels, winch and the trampolines.
  - f. Zipline (designed to be accessible for most ages and people with disabilities). This is an approximate 400’ line that can accommodate two riders in a seated position.
  - g. A walking / hiking trail system leading to an observation area or deck at the peak of the hill on the property.
3. The base area will be landscaped and fenced.
  4. Paved parking will be at the southern end of the property (58-stall parking lot) and include a stormwater retention facility.
  5. An emergency and maintenance access route utilizing the uphill trail system will be provided.
  6. Pedestrian circulation improvements, including the addition of a signalized (flashing light) crosswalk in-line with Junction Lane and other improvements (on and off-site).
  7. Operating hours for outdoor activities will be from 10am to 10pm depending on business traffic.
  8. Necessary supporting infrastructure and appurtenances.
  9. All structures, features and/or any other projection shall comply with the Tourist Commercial height limit of 35 ft.

Currently within the base area there are three temporary structures and associated unimproved parking area (a temporary “house,” trailer, and portable toilet).

Complete details are included within the file of record and available upon request.

**Variance Project Description:** In addition, the applicant is requesting a variance, pursuant to LMC 18.56, from the setbacks required by LMC 18.44.040, Tourist Commercial District, yard requirements, and as outline in the Variance Application.

**Determination of Incomplete Application:** The application for the above-described project has been reviewed and has been determined to be incomplete<sup>1</sup> as it has been determined that information, as required, is not contained within the application materials or clarification of the project is necessary.

The following items require submittal:

1. Submit an Illumination Plan
2. Completed, signed and Notarized "Certification of Ownership / Dedication of Agent" form. The information on file is exclusive to the "Annexation" (see the signed form on file). A new Certification of Ownership / Dedication of Agent is necessary with acknowledgement from the owner of the permits being sought by the applicant.
3. Add information stating that all structures, features and/or any other projection shall comply with the Tourist Commercial height limit of 35 ft.

In addition to the above required submittals, the City has identified the following items which will be required in the future, need some clarification and/or follow-up the pre-application meeting:

1. Provide access easements (maintenance and emergency) from all adjoining property owners where the maintenance and emergency travels prior to construction permitting.
2. Provide copy of the WSDOT use permit prior to construction permitting.
3. Address the alignment of the pedestrian crossing with properties along Icicle Road / Junction Lane.
4. The parking calculations do not appear to address LMC 14.12.140 "gross" area. The City encourages the applicant to review and understand the LMC for parking, and provide justifications, including studies, finite occupancy calculations, limited access / occupancy strategy or other measures to address the LMC.
5. Provide noise study that addresses the City of Leavenworth Code (LMC 9.33).
6. Provide information on the necessary infrastructure to support the proposed land use. Civil plans are to be provided with construction permitting, but the sewer extension may need to be confirmed.
7. Consider buses or other large vehicle access, with the potential of turning within the parking area, parking, drop-off area, etc.
8. Provide a Drainage Plan (preliminary Stormwater Plan). There appears to be a minor conflict between the geo report and storm water infiltration location. The drainage / preliminary stormwater plan can address.
9. Consider providing signage (entrance and on-site) - may be preliminary.
10. Revise plans to show the 6-ft landscaping strip adjacent to City right of way and parking area.
11. Add "no parking" for any area outside of the designated parking of the facility (Icicle Road and nearby roads, drives, etc).
12. Add reservoir security fencing.
13. Provide documentation of coaster safety by the review authority.

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<sup>1</sup> This Notice of Incomplete Application has been issued in compliance with LMC 21.07.050 as required for projects subject to Quasi Judicial Review of Applications pursuant to LMC 21.09.050.

14. Provide a double and knock box at the gate to allow access for both the City of Leavenworth and Fire District No. 3.
15. Dedicate a “quad runner” to Fire District No. 3 per the District’s standards and specifications. Note that flammable structures shall be limited to locations that have fire flow protection.
16. Provide Washington State Engineer stamped plans for all structures and attractions, as determined by the City.
17. Provide letter from the Geo-Technical Engineer and Structural Engineer confirming review of the reciprocal plans. Please note that all recommendations of the Geo-Technical Report shall become conditions of permitting, and a special inspector will be needed. In addition, final approval will require inspection report from the engineer of record.
18. All conditions of annexation should be considered early in the process.

The City Code may be accessed from the City's web site [www.cityofleavenworth.com](http://www.cityofleavenworth.com) by clicking on the City Code link.

- NOTE: construction permitting is separate and distinct from land use permitting (CUP and VAR). Construction permitting will be subsequent to land use permitting.

Processing of the application will resume upon receipt of the above required submittals in their entirety. Such information must be submitted to the City within 60-days of this notice in compliance with LMC 21.07.050 (C).

**Please note that the above information has been provided based on preliminary review of the application materials received, and full project review has not been completed at the time of issuance of this Decision. Additional information and materials may be requested by the City upon full project review.**

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