



City of Leavenworth
Department of Development Services

**Combined Notice of Complete Application and
Notice of Application**

Date of Notice: July 6, 2022

Project Name: **Whitman Triplex Condominium - Binding Site Plan**

Physical Address of Property: 113 W Whitman Street

Applicant: Matt Melton
9286 E Leavenworth Rd.
Leavenworth, WA 98826

Property Owners: William Sullivan & Palma Vatne
14229 44th Dr SE
Snohomish, WA 98296

Surveyor: Mark C. Siegenthaler
Munson Engineers dba Weinert Surveying
894 US Highway 2, Suite H
Leavenworth, WA 98826

Permit Number: BSP 2022-017LE

Date of Application Submittal: May 18, 2022

Date of Notice of Incomplete: June 2, 2022

Date of Notice of Complete: July 5, 2022

Comment Due Date: **July 20, 2022**

Notice of Final Decision Due Date¹ November 2, 2022

Project Location: The project site is located at 113 W Whitman Street, Leavenworth, Washington. The property is legally described as Lot 3, Block 1, Merriam's Addition to Leavenworth. The Assessor's Parcel Number of the property is 241711697015. The subject site is located within the Multifamily Residential (MR) zoning district of the City of Leavenworth.

Approvals Requested: The applicant is requesting approval of a Binding Site Plan to create three (3) condominium units, pursuant to LMC Chapter 17.10 Binding Site Plans, and RCW 64.32 and 64.34 (Horizontal Property Regimes Act or commonly known as "Condominium Act").

Project Description: The project includes the division of three (3) two-story residential townhomes, into three (3) individual condominium units. Each unit contains two bedrooms, 1 ½ bathrooms, kitchen, living and dining area, and second story deck. Units 1 and 2 are 1,386 square feet, and Unit 3 is 1,229 square feet. The units will be served by existing infrastructure, including paved parking to accommodate three (3) off-street parking spaces (one per unit), and utilities (water, sewer, stormwater, power). Access to the site is provided by W Whitman Street, a 50-foot public right-of-way, with an onsite turnaround to prevent cars from backing directly into the street. All improvements for the development are to be installed in accordance with the approved building permit, number 19-143-B.

¹ As provided by LMC 21.09.070, a Notice of Final Decision shall be issued within 120 days after the date of the Determination of Completeness excluding periods during which the applicant has been requested by the City to correct plans, perform required studies, or provide additional information or materials. The date noted does not account for periods of time which are excluded from the 120 days for issuance of the Notice of Final Decision and the date is subject to change.

State Environmental Policy Act, SEPA: This project is exempt from State Environmental Policy Act (SEPA) review, pursuant to WAC 197-11-800(6)(d).

Approvals / Required Permits: A final certificate of occupancy for Building Permit number 19-143-B.

Determination of Completeness: The application for the project as described above has been reviewed by the City of Leavenworth and has been determined to be **complete**, as it meets the procedural submission requirements of the City and is sufficient for continued processing. This Determination of Completeness shall not preclude the City of Leavenworth from requesting additional information, corrections, studies, mitigation and/or requirements if new information is necessary, corrections are needed, and/or substantial changes in the proposed action occur.

Public Notice: This Notice of Application shall be posted at the project site and in three (3) places at City Hall for the duration of the comment period, per Leavenworth Municipal Code Section 21.07.080(B). This Notice of Application shall also be mailed to other agencies with jurisdiction.

Public Comment: The public and other agencies with jurisdiction are encouraged to comment on this proposal. Interested persons must submit written comments and/or requests to the city within fourteen days following the date of publication of this notice, **July 20, 2022 at 5:00 pm**.

Written comments can be submitted at Leavenworth City Hall, 700 US Hwy 2 / PO Box 287, Leavenworth, WA 98826, or electronically, to the staff contact listed below.

It is the right of any person to comment on the above noted application, to receive notice of and participate in any hearings, and request a copy of the decision once it is made, or to appeal such decision subject to the requirements outlined in Title 21 of the Leavenworth Municipal Code.

Application Review: A complete project file is available for review, **by appointment**, at Leavenworth City Hall, 700 US Highway 2, Leavenworth, Washington during normal business hours. The electronic file can be viewed online on the City's Public Portal at <https://bit.ly/2RMadlw> (case sensitive); Search LUA2022-017, the property address, or use the interactive map feature to access the file.

Appeals: Administrative decisions may be appealed to the hearing examiner, by applicants or parties of record, as provided for in LMC 21.11.030.

Staff Contact: For additional information, please contact Maggie Boles, Senior Planner, Development Services Department at seniorplanner@cityofleavenworth.com or (509) 548-5275 (x130).