



Project Applicant:

The Town of Yarrow Point offers a Pre-Application Conference to acquaint you with the Town's rules and regulations. The conference is required for all new residential construction and for all remodeling projects over \$50,000 in value, and is voluntary for all other construction projects. In addition to acquainting you with the Town's regulations, the conference allows Town staff to become familiar with your project for the purpose of determining the appropriate permit and review process, with the goal of facilitating the review once your application is submitted. At the conclusion of the conference, you will be given a copy of applicable Town codes and a list of permits that will be required for your project.

Please submit the following information along with the application form for a Pre-Application Conference:

- Site plan, drawn to scale, depicting existing and proposed improvements on the property. Indicate existing and proposed structure area. (3 copies)
- Pre-Application Conference fee of \$1,250.00.
- Written narrative describing the proposed development. (3 copies)
- Other information that has been developed for the project, which may include a topographic and boundary survey and elevation drawings. (3 copies)
- Please indicate the items you wish to discuss. Note that you will not be limited to those items checked; this assists the Town in determining appropriate staff to attend the conference. The conference may be attended by the Town Planner, the Town Engineer, the Town Building Official and the Town Clerk.

<input type="checkbox"/> Setbacks	<input type="checkbox"/> Height
<input type="checkbox"/> Structure Area	<input type="checkbox"/> Variance
<input type="checkbox"/> SEPA Checklist	<input type="checkbox"/> Impervious Area
<input type="checkbox"/> Shoreline Permit/Shoreline Exemption	<input type="checkbox"/> Parking
<input type="checkbox"/> Original Grade Determination	<input type="checkbox"/> Encroachments
<input type="checkbox"/> Drainage/Civil Engineering	<input type="checkbox"/> Covenants
<input type="checkbox"/> Energy Code	<input type="checkbox"/> Building Code
<input type="checkbox"/> Fire Sprinkler	<input type="checkbox"/> Structural
<input type="checkbox"/> Boundary Line Adjustment/Short Plat/Plat	
<input type="checkbox"/> Other: _____	

Pre-Application Conferences are scheduled by the Town Planner following the receipt of the application and fee. The Town Planner will contact you to arrange a convenient date and time for your meeting.