



Preliminary  
- **PLANNED UNIT DEVELOPMENT** -  
(PUD)  
**SUPPLEMENTAL APPLICATION FORM**

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OFFICE USE ONLY

Application No: LUP \_\_\_\_\_ Is a Master Land Use Application form attached?  Yes  No  
If no, do not accept this form.

**Name of Planned Unit Development:** \_\_\_\_\_

**Definition:**

A *Planned Unit Development* is defined as “a development built under those provisions of [Title 18] which permit departures from the conventional siting, setback and density requirements of other sections of [Title 18] in the interest of preserving and protecting natural features of the land, and encouraging innovation and creative design by permitted flexibility in development.” (NMC 18.06.458). PUD regulations are defined in Chapter 17.40 NMC.

*Note: All fields must be completed, including blank lines and check boxes. Any check box marked “no” that is demarcated by an asterisk could result in the application being deemed incomplete.*

**Pre-application Conference:**

As a Type IV application, has a pre-application conference been held with the City of Newcastle within the past 12 months pertaining to this proposal as required by NMC 19.09.010(A)?  Yes  No\*  
If no, do not submit this application; apply for a pre-application conference.

Date of Pre-application Conference: \_\_\_\_\_  
month      date      year

Does this proposal reflect the comments provided by the City at the pre-application conference?  Yes  No

If you answered “No” to the above question, please explain:

**Residential Unit Types:** The residential units associated with the proposed PUD are (check appropriate boxes):

Single-family dwellings. For PUD's containing only single-family dwellings, is a preliminary plat supplemental application form submitted with this application?  N/A  Yes  No\*

Multiple-family dwellings: For PUD's containing multiple-family dwellings, is a residential condominium binding site plan supplemental application form submitted with this application?  N/A  Yes  No\*

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**Merger of Review Stages:** NMC 17.40.110 allows applicants to request review and decisions on the preliminary PUD and final PUD to be merged into one decision. Are you requesting review and decisions to be merged?  Yes  No\*

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**Additional Required Submittals: Please confirm that the following additional materials and information are included with this PUD application, either as a hard copy or in electronic format:**

**Site Plan:** A scaled site plan of the property proposed to be developed (of a scale clearly legible) is required. Is the required site plan submitted with this application?  Yes  No\*

Does the site plan include the following information?

1. The location and size of all proposed lots, tracts and easements, consistent with separately attached preliminary plat or condominium binding site plan application;  Yes  No\*
2. Proposed site improvements and structures, including, but not limited to, streets, buildings, driveways, parking areas, walkways, play equipment, furnishings, fixtures, and retaining walls;  Yes  No\*
3. Any existing structures or site improvements intended to be retained on the site;  N/A  Yes  No\*
4. The location of proposed or existing open space, including landscaped areas (show areas only; details of proposed vegetation is to be submitted as a separate landscape plan as specified below);  Yes  No\*
5. The location and identification of critical areas;  N/A  Yes  No\*
6. Adjacent streets, access easements and proposed locations and dimensions of driveways providing access to the site;  Yes  No\*
7. The layout of an internal vehicular and pedestrian circulation system, including proposed ingress and egress for vehicles and emergency vehicle access;  Yes  No\*
8. Location of existing and proposed fire hydrants;  Yes  No\*
9. The number and location of proposed or existing parking spaces on the site, and on streets directly abutting the site;  Yes  No\*

10. The location of at-grade or above-grade utility equipment (e.g., vaults, cabinets, poles, transformers, etc.);  Yes  No\*
11. Proposed access;  Yes  No\*
12. Locations of significant trees identified to be retained per NMC 18.16.130.  N/A  Yes  No\*

**Elevation Drawings and Floor Plans.** A minimum 18-inch by 24-inch scaled drawing of elevations and floor plans of all buildings. Are the required elevation drawings and floor plans submitted with this application?  Yes  No\*

**Landscape Plan.** A minimum 18-inch by 24-inch drawing of a landscape plan showing existing vegetation to be retained, proposed new vegetation, an irrigation plan, and proposed locations of all utilities, drainage systems and retaining walls in relation to proposed landscaping materials (consistent with separately attached utilities, drainage, and grading plans). Is the required landscape plan submitted with this application?  Yes  No\*

**Lighting Plan.** A lighting plan showing the location, height and type of all luminaries and security lights in relation to proposed site improvements and landscaping, including photometric details. Is the required lighting plan submitted with this application?  Yes  No\*

**Phasing Plan.** A phasing plan and time schedule, if the site is intended to be developed in phases.  N/A  Yes  No\*

**Proposed Restrictions.** Draft covenants, conditions and restrictions labeled “CC&Rs” or any other restrictions or easements that may apply.  Yes  No\*

**Mailing Labels:** Two sets of mailing labels for all property owners within 500 feet of any boundary of the site. Are mailing labels provided:  Yes  No\*

**PUD Statement Letter:** This application requires that you include a statement letter (narrative) addressing each of the decision criteria for a PUD as defined in NMC 17.40.100(E). Is a statement letter addressing the PUD decision criteria submitted with this application?  Yes  No\*

**Applicant’s Statement:** I \_\_\_\_\_ (name) hereby affirm, under penalty of perjury, that I am the applicant of this proposal and that the property(ies) affected by this application, including any easements, is(are) under my exclusive ownership, or that this application has been submitted with the consent of all owners of the affected property(ies), including any easements. I further hereby affirm that the foregoing statements and answers are in all respects true and correct as to my understanding and belief as to those matters.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_