



## Department of Community Development

801 - 228th Ave. SE, Sammamish, WA. 98075 - Phone: 425-295-0500 - Fax: 425-295-0600 - Web: [www.sammamish.us](http://www.sammamish.us)

December 13, 2016

King County Dept. of Natural Resources and Parks  
Attn: Gina Auld  
201 South Jackson Street, Suite 700  
Seattle, WA 98104-3855  
[gina.auld@kingcounty.gov](mailto:gina.auld@kingcounty.gov)

RE: East Lake Sammamish Trail Inglewood Parking Lot SSDP2016-00414 – Notice of Complete Application

Dear Ms. Auld,

Thank you for applying to the City of Sammamish for a Shoreline Substantial Development Permit regarding the East Lake Sammamish Trail Inglewood Parking Lot. The Department of Community Development has reviewed your original submitted materials dated October 19, 2016 and the additional information submitted on November 30, 2016 and has determined that the application is now **complete**. Consequently, this letter is intended to identify who your application has been assigned to as the City's project manager, inform you of the project's vesting date, and outline the next steps being taken in review of the project.

**Project Manager** – The City of Sammamish project manager assigned to your Shoreline Substantial Development Permit is myself, Lindsey Ozbolt (contact information listed below).

**Vesting** – The Planning Division has received the documents necessary to begin reviewing your request. This letter of completeness results in the establishment of your vesting date, **November 30, 2016**, which is the date the City received all information necessary to deem your application complete. During analysis of your application, should the City determine that further information is necessary, you will be notified with a request for additional information. It is important that you provide all requested information as files will not be further processed and will be considered pending until such time we have received the information requested or the deadline for submittal has lapsed and your application is cancelled.

**Project Review** – Currently your application will be processed as a type two (2) permit pursuant to Sammamish Municipal Code Chapter 20.05. A Notice of Application / Notice of EIS adoption by reference will be prepared and issued within 14 days of this Notice of Complete Application. There is a 30-day public comment period associated with the Notice of Application. Once review of the application is complete, City staff will prepare a Staff Report / Administrative Decision and issue a Notice of Decision. Since your application is for a Shoreline Substantial Development Permit, the City's Administrative Decision is appealable to the State Shoreline Hearings Board.

Please be aware that the City of Sammamish has proposed to change Shoreline Substantial Development Permits to a type four (4) process through adopted Ordinance O2016-410. The City is currently waiting on the Department of Ecology's decision regarding approval of the amendments in Ordinance O2016-410. Applications do not vest to procedural regulations, therefore, your application may be changed to a type four (4) process should the Department of Ecology approve the City's changes to the Shoreline Master Program prior to an Administrative Decision being made. The type four (4) process includes a Staff Recommendation and Final Decision by the City's Hearing Examiner rather than an Administrative

Decision. An appeal of a type four (4) Shoreline Substantial Development Permit decision would be with the State Shoreline Hearings Board.

Applications are processed in the order they are received within an established legal framework. The City will make every effort to expedite the processing of your application. However, the time it takes to process your application will depend on the workload and resources available.

If you have any questions regarding the information presented in this letter or regarding review of the project proposal, please contact me at 425.295.0527 or by email at [lozbolt@sammamish.us](mailto:lozbolt@sammamish.us).

Sincerely,



Lindsey Ozbolt  
Associate Planner  
Community Development Department  
City of Sammamish  
425-295-0527  
[lozbolt@sammamish.us](mailto:lozbolt@sammamish.us)

cc: David Pyle, Community Development Deputy Director	<i>via email</i>
Steve Leniszewski, Public Works Director	<i>via email</i>
Tawni Dalziel, Public Works Senior Stormwater Program Manager	<i>via email</i>
David Linehan, Kenyon Disend, PLLC	<i>via email</i>
Kim Pratt, Kenyon Disend, PLLC	<i>via email</i>
Frank Overton, King County Parks Capital Project Managing Supervisor	<i>via email</i>
Jenny Bailey, Parametrix	<i>via email</i>
Project File	