



# Community and Economic Development Planning Division

18204 59<sup>th</sup> Avenue NE, Arlington, WA 98223

---

## NOTICE OF INCOMPLETE APPLICATION

SMOKEY POINT RIDGE  
BINDING SITE PLAN - PLN#1198

March 7, 2024

CDA Architecture  
Carl Pirscher  
23114 100<sup>th</sup> Avenue W  
Edmonds, WA 98020

Dear Mr. Pirscher,

Your application for Smokey Point Ridge, which was submitted to the City of Arlington (hereafter "City") on March 1, 2024, has been reviewed for compliance with the submittal requirements contained in Arlington Municipal Code (AMC) Chapter 20.16. Per AMC §20.16.070(c), the City has twenty-eight (28) days from the date of receipt of your application to issue a notice of complete or incomplete application. This letter serves as official notice that the City has reviewed your application for completeness and hereby determines that your Binding Site Plan permit application is **incomplete** as of the date of this letter. The City cannot take action on your application until the below items have been submitted and/or completed.

1. The Review Fee was not paid upon submittal of the permit application.
2. Lot Closures are required per the submittal checklist for Binding Site Plans.
3. C.C. & Rs are required per the submittal checklist for Binding Site Plans.
4. The Public Notice information submitted was incomplete. Please provide the mailing address labels.
5. Complete Street Checklist is required. Please follow the City of Arlington Complete Streets Policy as provided on the website at the following link: <https://www.arlingtonwa.gov/574/Complete-Streets>.
6. TESCP (Erosion Control Plan)
7. Deeds/Easements/Conveyances/Dedications are required to be submitted. The documents will be reviewed and held by the city until the required improvements are completed to ensure the exact locations of the easements and dedications. These items are approved separately at City Council, as they are not allowed to be recorded on the Binding Site Plan.
8. FYI – Sureties/Bonds are required prior to Civil construction work on the site.

Per AMC 20.16.240, an applicant has sixty (60) days to provide the City with the requested information (an extension may be granted by the City if it determines more time is warranted). The resubmittal deadline for the above mentioned items is **May 6, 2024**.

FYI – Building permits cannot be submitted until the Land Use Permits for the property receives a Notice of Complete Application and a complete Civil Permit submittal is received, this includes payment of all required review fees.

Should you have any questions regarding your application and the land-use approval process, please contact me at [arusko@arlingtonwa.gov](mailto:arusko@arlingtonwa.gov) or 360-403-3550. I look forward to working with you and helping to ensure your project is successful.

Sincerely,

A handwritten signature in blue ink that reads 'Amy Rusko'.

Amy Rusko, Planning Manager

*\*Please retain this notice for your records\**