



## NOTICE OF LAND USE APPLICATION

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**NOTICE IS HEREBY GIVEN** that the City of Monroe has received an application for a Preliminary Short Subdivision as described below:

**PROJECT NAME:** Ballinger Short Plat

**PROJECT FILE#:** SP2022-01

**APPLICANT:** Ken Williams, Group Four, PO Box 1059, Lake Stevens, WA 98290

**OWNER:** Fred Ballinger, PO Box 1, Monroe, WA 98272

**PROJECT LOCATION:** The site is located at 13582 Chain Lake Road, Monroe, Washington, 98272. Snohomish County Tax Parcel Number: 28073100200700.

**PROJECT DESCRIPTION:** The applicant is requesting preliminary short plat approval for a 3-lot short subdivision on approximately 0.97 acres in the Single-Family Residential - 4 Units per Acre (R4) zoning district with associated grading, drainage improvements, landscaping, and street frontage improvements. There is an existing duplex that will remain. The new lots will take access off of Chain Lake Road.

**PERMITS/APPROVALS REQUIRED:** Preliminary Short Subdivision Approval, Grading/Engineering Permits, and any State and Federal Permits if applicable.

**STUDIES REQUIRED:** Critical Areas Report, Drainage Report

**APPLICATION PROCESS:** A preliminary short subdivision is administratively reviewed per City of Monroe Municipal Code (MMC) 22.84.060(B)(2). This project does not require a public hearing.

**APPLICATION DATE:** January 13, 2022 **NOTICE OF COMPLETE APPLICATION:** February 4, 2022

**DATE OF NOTICE OF APPLICATION:** February 11, 2022

**PUBLIC COMMENT PROCEDURE:** Submit written comments on or before **5 p.m., February 25, 2022**. Comments should address completeness of the application, quality or quantity of information presented, and the project's conformance to applicable plans or code.

**PUBLIC HEARING:** A public hearing is not required for this project.

**STAFF CONTACT:** Anita Marrero, Senior Planner @ (360) 863-4513 or [amarrero@monroewa.gov](mailto:amarrero@monroewa.gov)

As Monroe City Hall is closed to the public, documents are available for review online at <http://www.monroewa.gov/1076/Ballinger-3-lot-Short-Plat>. If you would like copies of any documents, please email the Permit Division at [landuse@monroewa.gov](mailto:landuse@monroewa.gov). Copies are at cost.

A decision on the application will be made within 30 days of the date of the letter of completeness.