



Community Development
Permit Division

806 West Main Street, Monroe, WA 98272
Phone (360) 794-7400 Fax (360) 794-4007
www.monroewa.gov

FOR OFFICE USE ONLY
PERMIT FILE #
APPLICATION #
SEPA #

COMBINED PERMIT APPLICATION

PERMIT SUBMITTAL HOURS
MONDAY - FRIDAY 8:00 - 12:00 / 1:00 - 5:00

Building Operations Fire Land Use
[ ] Basic SFR [ ] Engineering Review [ ] Fire Alarm [ ] Type I Permit
[ ] Commercial T/I [ ] Fencing [ ] Fire Sprinkler [x] Type II Permit
[ ] Demolition [ ] Grading [ ] High Piled Storage [ ] Type III Permit
[ ] Garage/Carport [ ] Retaining wall [ ] Hood Suppression [ ] Type IV Permit
[ ] Mechanical [ ] Rockery [ ] Operational [ ] See permit types listed on
[ ] New Construction (Commercial/Residential) [ ] Right-of-Way Disturbance [ ] Spray Booth attached form
[ ] Plumbing [ ] Utility Service [ ] Tents & Canopies [ ] Other
[ ] Racking [ ] Other [ ] Other
[ ] Residential Remodel
[ ] Other

NOTE: All required Electrical Permits will be issued by the Dept. of Labor & Industries.

THIS APPLICATION WILL NOT BE ACCEPTED WITHOUT COMPLETED SUBMITTAL REQUIREMENTS

Site Address or Property Location: Vacant Property Locate at approximately 1XX Dickson Street

Size of site (acre/square feet): 0.41 Ac/ 18,000 sf

Assessor's Tax Parcel Number (14 digits): 005043-000-003-08

Applicant: MG Monroe Properties, LLC Phone # (206) 391-9543

\*Signature: [Signature] Printed Name: Cliff Moon

Mailing Address: 19624 76th Ave W, Suite B Fax # ( )

City Lynnwood State WA Zip 98036 E-mail cliff@moonconstruction.org

Property Owner: MG Monroe Properties, LLC Phone # (206) 391-9543

\*\*Signature: [Signature] Printed Name: Cliff Moon

Mailing Address: 19624 76th Ave W, Suite B Fax # ( )

City Lynnwood State WA Zip 98036 E-mail cliff@moonconstruction.org

Attach a separate sheet for additional property owners/additional addresses

\*Applicant: By your signature above, you hereby certify that the information submitted is true and correct and that you are authorized by the property owner(s) to act on their behalf.

\*\*Property Owners: by your signature above, you hereby certify that you have authorized the above applicant to make application on your behalf for this application.

**City of Monroe**  
**Land Use Permit Application- Page 2**



**Forest Tax Reporting Account Number** (if harvesting timber call the Department of Revenue at (800) 548-8829 for tax reporting information or to receive a tax number):

Give a detailed description below of the proposal / work. Provide details specific to your application e.g., current and proposed lot sizes, number of lots, description of driveway, description of proposed business including hours of operation, number of employees, existing and proposed parking spaces.

The project proposes to short plat a parent parcel (10X Dickinson St./005043-000-003-08) of 18,000 square feet, zoned R15, into three new single-family lots; all three new lots will be approximately 6,000 square feet in area (Lot 1 will be 5,257 SF due to 743 SF of ROW dedication to the City of Monroe). Existing conditions on the property currently include water, sewer, storm and frontage improvements that were constructed as part of the conditions of approval of the previous short plat (SP2016-01) which expired.

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Planning Application Fee: \_\_\_\_\_ Publication Fee: \_\_\_\_\_  
Fire Plan Check Fee: \_\_\_\_\_ Mailing Fee: \_\_\_\_\_  
SEPA Fee: \_\_\_\_\_ Technology Fee: \_\_\_\_\_

Hearing Examiner Deposit required (\$2,500.00):

Consultant review fee (if applicable) – Deposit for estimated cost + 10% Admin fee:

\_\_\_\_\_

**TOTAL FEES:** \_\_\_\_\_



## COMMUNITY DEVELOPMENT

806 WEST MAIN STREET  
 MONROE, WA 98272  
 PERMIT CENTER (360) 863.4501  
[www.monroewa.gov](http://www.monroewa.gov)

**Table 22.84.060(B)(1): Project Permit Types**

Type I	Type II	Type III	Type IV
Administrative Interpretation	Accessory Dwelling Unit	Administrative Approval (when a Conflict of Interest Exists)	Comprehensive Plan Amendment
Boundary Line Revision (SEPA exempt)	Binding Site Plan - Final	Conditional Use	Unified Development Regulations Amendment
Development Permit (SEPA exempt)	Binding Site Plan - Preliminary	Reasonable Use Exception	Area-Wide Zoning Map Amendment (Area-Wide Rezone)
Land Clearing/ Forest Practices (SEPA exempt)	Boundary Line Revision (not SEPA exempt)	Removal of a Six-Year Development Moratorium	Pre-Annexation Zoning <sup>3</sup>
Short Subdivision - Final	Development Permit (not SEPA exempt)	Shoreline Conditional Use Permit <sup>2</sup>	
Site Plan Review	Land Clearing/ Forest Practices (not SEPA exempt)	Shoreline Variance <sup>2</sup>	
Subdivision - Final	SEPA Threshold Determination/EIS Adequacy <sup>1</sup>	Site-Specific Zoning Map Amendment (Site-Specific Rezone)	
Temporary Use	Shoreline Substantial Development	Subdivision - Preliminary	
	Short Subdivision - Preliminary	Variance	
	Single-Family Dwelling Exception to Development Moratoria	Variance from Flood Hazard Regulation	

**Table Notes:**

1. Appeals based on the substantive authority of SEPA for conditions imposed outside the threshold determination process are appealable to the city council, as required by RCW 43.21C.060. Otherwise, appeals of SEPA threshold determinations and EIS adequacy are considered procedural determinations and therefore appealable to the hearing examiner per WAC 197-11-680(3)(iv).
2. Shoreline conditional use permits and variances require final approval by the Department of Ecology per MMC Chapter 22.82, Shoreline Management.
3. City council shall hold two public hearings for a prezone application, as consistent with RCW 35A.14.340.