

# UNIFIED ZONE DEVELOPMENT PLAN SAMMAMISH TOWN CENTER

## ABOUT UNIFIED ZONE DEVELOPMENT PLANS

The Unified Zone Development Plan (UZDP) approval, a Type 2 land use decision, is intended to ensure that development in the Town Center, and in particular in the Town Center-A zones, proceeds in an orderly fashion.

The UZDP ensures coordinated infrastructure and open space, appropriate intensities of uses, and mutually compatible development in accordance with the adopted Sammamish Town Center Plan.

Upon City approval of a UZDP, a property owner or group of property owners may proceed with obtaining the required permits for individual parcel development.

## UZDP PRINCIPLES & CRITERIA

The City will use the following principles and criteria in the review of UZDPs for applicable Town Center A zones pursuant to [SMC 21B.95.060](#), and as described below. The principles address the following fundamental site planning objectives from the Town Center Plan:

1. Pedestrian Circulation
2. Vehicle Circulation
3. Parking and Access
4. Open Space
5. Natural Systems and Environmental Quality
6. Building Scale and Compatibility
7. Affordable Housing
8. Incorporation of Efficient Infrastructure Design

## UZDP APPROVAL CRITERIA

The City will issue approval of the UZDP based upon the following criteria:

- The applicable procedural and technical requirements of this [Title 21B](#) and [Title 21A](#) of the Sammamish Municipal Code;
- Adherence to Unified Zone Development Planning Principles noted above;
- The City's roadway standards: infrastructure plans (including the adopted [Town Center Infrastructure Plan](#) for the TC A-1 zone), storm water management plans, the City's parks, open space and trails plans and other public plans and requirements; and
- The goals and policies of [Town Center Plan](#).

## Fees

The City's Master Fee Schedule sets the fees for all applications and is updated annually by resolution. An initial deposit is required at submittal. Additional deposits may be required to complete application review.

[See current fee schedule](#)

## Submittal Instructions

Complete & save this form before uploading it to MyBuildingPermit.com in the "File Upload" section along with the submittal documents.

## Code Reference

TOWN CENTER DEVELOPMENT  
CODE  
[Title 21B SMC](#)

## Questions?

[Submit Project Guidance](#)  
[Visit the Permit Center](#)  
[UZDP Application Guide](#)  
[Green Spine Design Manual](#)  
[Green Spine User Guide](#)

City of Sammamish  
801 228th Ave SE  
Sammamish, WA 98075  
[www.sammamish.us](http://www.sammamish.us)

# UNIFIED ZONE DEVELOPMENT PLAN APPLICATION



## APPLICANT INFORMATION

Name: \_\_\_\_\_ Owner Name: \_\_\_\_\_  
(if different)

Address: \_\_\_\_\_ Company: \_\_\_\_\_  
(if applicable)

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

## PROPERTY INFORMATION

Property Address: \_\_\_\_\_ Development Name: \_\_\_\_\_

Parcel Number(s): \_\_\_\_\_ Current Zoning: \_\_\_\_\_

Total Square Feet: \_\_\_\_\_ Total Acres: \_\_\_\_\_

Critical Areas (CA) on or Near Property:  Yes  No

If yes, describe: \_\_\_\_\_

Total SF of Critical Areas	_____	Total SF of Associated Buffers	_____	Total SF of Critical Areas and Buffers	_____
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Existing Number of Buildings	_____	Existing Number of Lots	_____	Proposed Number of Lots	_____
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TDR Sending Site	_____	TDR Receiving Site	_____	Number of TDRs	_____
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Total # of Multifamily Units	_____	Total # of Townhomes Units	_____	Total SF of Commercial Space	_____
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Site Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Do you control the property where the work is being proposed (lease, easement, or fee-ownership)?

Yes  No

If yes, explain: \_\_\_\_\_

## SUBMITTAL CHECKLIST

A PDF of each document is required at time of submittal. Please label files as follows:

*ProjectType\_DocumentType* (for example: *UZDP\_GeotechnicalReport*)

- [Affidavit of Applicant Status and Acceptance of Financial Responsibility for Project Fees](#)
- Boundary and Topographical Survey
- Criterion Compliance Document that describes how the project complies with each of the decision criteria outlined in [SMC 21B.95.060](#).
  - Requested modifications to standards are limited to those mitigating impacts in a manner equal to or greater than the standards of [Title 21B SMC](#).
  - [Example Criterion Compliance Document](#)
- [Critical Area Affidavit](#)
- Critical Area Study (if applicable)
- Density Calculations (Residential density must be calculated for each Town Center zone separately)
  - [TC-A Zone Worksheet](#)
  - [TC-B Zone Worksheet](#)
  - [TC-C Zone Worksheet](#)
- [Eastside Fire & Rescue Plan Review Sheet](#)
- Geotechnical Report
- [Historic Resources Affidavit](#)
- Infrastructure Plan Set

Plans must be in sufficient detail for the City to determine that the UZDP planning principles in [SMC 21B.95.050](#) are met and that future permit applications are consistent with the approved UZDP.

  - Location, configuration and type of streets as classified by the City’s street design standards;
  - Location, configuration and relevant performance criteria for utilities including water, waste management, water treatment and electrical power.
  - Methods for managing stormwater in accordance with the City’s standards and sub-basin planning;
  - Provision of public and private open space including that required for SMC 21B.30.090.
  - Location and configuration of nonmotorized circulation network, including connections to adjacent properties and public rights-of way;
  - Location and configuration of parking, including structured and surface parking;
  - Retention and enhancement of natural areas and extent of grading;
  - The street front orientation requirements for each street as described in SMC 21B.30.030; and
  - Location, size, height and orientation of buildings and other structures;

**Submittal Checklist continued next page**

## SUBMITTAL CHECKLIST CONTINUED

### Infrastructure Plan Set (continued)

- Proposed quantities and general location of land uses, including residential dwelling units, affordable housing units/provisions, and commercial floor areas. Additional allocation of development capacity and mechanism for achieving additional development (e.g. affordable housing incentives, TDR credits, and additional site improvements) will be identified during the UZDP process.
- Proposed phasing plan identifying the general order of development parcels or improvements and what estimated time frames they will be developed within the life of the UZDP.
- A three-dimensional visualization of proposal for public information suitable for public display and websites.

- Legal Description(s)
- Mailing List ([Template](#)) and Map
  - Include all property owners within 1,000 feet of site (2,000 feet for properties within the Erosion Hazard Near Sensitive Water Bodies overlay).
- Preapplication Conference Meeting Notes
- Conceptual Signage Plan (optional)
- Preliminary Technical Information Report
- Project Narrative
  - Provide a clear and concise description of the proposed project.
- Public Works Standards Deviation (if requested)
- [SEPA Environmental Checklist](#)
- Signed Application Form
- [Stormwater Facility Information Form](#)
- Title Report (<30 days old)
- [Traffic Concurrency Certificate](#)
- Traffic Impact Analysis (TIA) Report
- Water & Sewer Certificates

# UNIFIED ZONE DEVELOPMENT PLAN APPLICATION



## CERTIFICATIONS & SIGNATURES

I certify that all the information submitted in this application including any supplemental information is true and complete to the best of my knowledge. I acknowledge that willful misrepresentation of information will terminate this permit application. I have read this application in its entirety and understand that my submittal will be reviewed for completeness and, if found to be complete, will be processed in accordance with [Chapter 20.05 SMC](#).

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Applicant, Representative, and/or Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant, Representative, and/or Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_