



PUBLIC FACILITIES CONSTRUCTION APPLICATION

TO BE COMPLETED BY STAFF

Project Identifier & Name:
Date Application Received: Date Application Accepted:
Assigned Project Manager:

The following items must be included with this completed form to constitute a complete application:

- Electronic Civil Design Plans prepared in conformance with the City's Development Guidelines and Improvement Standards.
Stormwater Pollution Plan, Stormwater Site Plan, and/or Stormwater Report, see Stormwater Submittal Requirements for more information.
Application deposit for 1.5% of the stamped engineer cost estimate.

LATECOMER AGREEMENT

IMPORTANT NOTICE OF CHANGE IN THE LAW

Per BMC 14.02.040 any developer using private funds to construct street improvements and/or utility system improvements in the city may apply to the city for a latecomer agreement in order obtain partial cost recovery from other property owners that will later connect to or use the street and/or utility system improvements made by the developer. However, then the assessment reimbursement area and amount must be determined, a latecomer agreement executed and recorded against the benefited properties, prior to commencement of construction of the improvements. Failure to timely file a Latecomer Application results in waiver of the latecomer process. To avoid inadvertent waiver and/or unnecessary delay, applicant is strongly encouraged to file his or her latecomer application simultaneously with the filing of this Application for Public Facilities Construction. The latecomer process takes time, so applicant should plan accordingly.

I intend to pursue a latecomer agreement: YES, Separate Application is Required NO



## GENERAL INFORMATION

### 1) APPLICANT/DEVELOPER

Name:

Type of ownership:  corporation  partnership  sole proprietor  joint venture  other:

Name and Title of Owner's Officer with authority to sign legally binding agreements and contracts:

Address:

City/State/Zip:

Phone:

E-mail:

Signature(s)

*The above signed applicant(s) hereby make application for Public Facilities Construction.*

### 2) PROPERTY OWNER(S)

Same as applicant (please sign below)

Name:

Address:

City/State/Zip:

Phone:

E-mail:

Signature(s)

*The above signed property owners certify that the above information is true and correct to the best of our knowledge and under penalty of perjury, each state that we are all of the legal owners of the property described above and designate the following party to act as our agent with respect to this application.*

### 3) CONTACT PERSON

Same as applicant

Name:

Professional Title:

Address:

City/State/Zip:

Phone:

E-mail:



**Permit Center**  
210 Lottie Street  
Bellingham, WA 98225  
phone: 360-778-8300  
fax: 360-778-8301  
www.cob.org

## PROJECT INFORMATION

4) Street address of property that will be served by improvements (or general location if it is vacant land):

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5) Tax assessor's parcel number(s) of associated property:

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6) Description of general area of improvements:

8) Complete description of the proposed public improvements to be constructed and conveyed to the City (Location, linear footage and size of street, water main, sanitary sewer main, storm drainage, etc):

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9) Describe the approximate desired construction schedule:

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10) Engineer's estimate of the costs of the improvements to be conveyed to the City (enter total here and attach detailed estimate as applicable):

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## PERMITTING AND ENABLEMENT

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11) Pre-application Identifier and date:

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12) Identify the reason for the proposed improvement. List names and number as applicable:

Short Plat:

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Subdivision:

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Binding Site Plan:

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Planned Development:

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Building Permit:

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Other:

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13) List all permits required by City and other regulatory agencies related to this project. List associated case or permit number:

SEPA:

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Shorelines Permit:

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Critical Areas (Wetlands, Steep Slopes, etc):

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Hydraulic Project Approval (HPA):

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NPDES:

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Other:

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None

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14) List all appeals or variances granted or pending related to this project:

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