



CITY OF COVINGTON
Community Development Department
16720 SE 271st Street • Suite 100 • Covington, WA 98042
Phone: (253) 480-2400 • Fax: (253) 480-2401
www.covingtonwa.gov

TRANSPORTATION CONCURRENCY APPLICATION

For Staff Use Only: Project Number: _____ Application Date: _____

City of Covington Municipal Code (CMC) Chapter 12.100 contains the city's traffic concurrency requirements. Concurrency evaluations will be prepared by the city and/or their traffic consultant to ensure consistency with approved and pending development, and compliance with the municipal code.

An approved transportation concurrency application does not guarantee a development permit. The concurrency approval is valid for 180 days, in which time the applicant is expected to apply for a development permit. An additional 180 days will be granted if the applicant requests an extension in writing and pays the applicable fees for concurrency extension.

INSTRUCTIONS

Schedule an intake appointment to submit your transportation concurrency application for your development. The following information shall be supplied by the developer/applicant for all proposals that are required to have a concurrency evaluation completed. Please include a copy of this checklist with your application.

VICINITY MAP AND PROJECT LOCATION (4- sets on 11 x 17 or 8 ½ x 11)

Provide a vicinity map, to scale, that identifies the following:

- Subject property with its boundaries clearly identified;
- Location of the property showing the nearest street intersections also showing the distance of no less than 500 feet around the site; and
- Label the map with the site's address and/or parcel number.

PRELIMINARY SITE PLAN (4- sets on 11 x 17 or 8 ½ x 11)

Provide a preliminary site plan, to scale, that depicts the following:

- Building footprint(s);
- Location of access points to existing roadways;
- Location and name of all adjacent streets;
- Parking stalls;
- Any new streets proposed with the project; and
- Any new street improvements proposed for the project.

PROJECT NARRATIVE (4 Copies)

Provide a project narrative that describes, in detail, the following:

- Detailed description of all the intended uses within all buildings and/or improvements;
- Detailed description of the size of the project site, size of the proposed buildings and description of all planned site improvements;
- Expected timing of occupancy (i.e. month/year); and
- Description of proposed phasing.



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NAME OF PROJECT/DEVELOPMENT: _____

LOCATION OF PROJECT/DEVELOPMENT: *Give street address or, if vacant, indicate lot(s), block, and subdivision OR tax lot number, access street and nearest intersection. If proposal applies to several parcels, list the streets bounding the area.*

ADDRESS: _____

ASSESSOR'S PARCEL NUMBER(S): _____

Quarter _____ Section _____ Township _____ Range _____ *(This information is on your tax statement.)*

PRIMARY CONTACT PERSON Applicant

Name: _____
 Address: _____
 City/State/Zip: _____
 Phone: _____ Fax: _____
 E-mail: _____
 Signature: _____

PROPERTY OWNER Applicant

Legal owner as indicated on Property Owner Declaration. Attach a list of any additional property owners with the following information.

Name: _____
 Address: _____
 City/State/Zip: _____
 Phone: _____ Fax: _____
 E-mail: _____
 Signature: _____

PROJECT DATA

Short Plat/Subdivision	Multi-Family Residential	Commercial	Mixed-Use
No. of Lots _____	No. of Units _____	No. of Sq. Ft. _____	No. of Sq. Ft. _____
		Proposed Uses _____	No. of Units. _____
			Proposed Uses _____

WARNING TO APPLICANT: *A concurrency review can be completed while a project is in its preliminary stages. However, if there are any substantial changes in the project after the initial concurrency review, a new review may be necessary; which means, depending on the magnitude of the changes, new review fees may be assessed and paid by the applicant.*

By signing below, you hereby certify that the information outlined in this application has been supplied in its entirety. You also certify that you have read the warning above with regard to new reviews and their associated fee, if your proposal substantially changes.

Applicant Signature: _____