



PRE-APPLICATION REVIEW

CITY OF DUPONT

1700 Civic Drive, DuPont, WA 98327

253.964.8121

www.dupontwa.gov

Who

City File No.: _____ (Assigned by City)

Everyone considering a multi-family, commercial, or industrial development is required to participate in the pre-application process.

What

The purpose of the pre-application process is to discuss the nature of the proposed development, application and permit requirements, fees, review process and schedule, applicable plans, policies and regulations.

When

Allow approximately four weeks from the time the completed submittal, with Pre-Application Review Form, materials and payment, is provided to the City. The Planning Department will schedule the pre-application meeting date.

Where

Pre-Application Review meetings are held at DuPont City Hall, 1700 Civic Drive, DuPont, WA 98327.

How

To start the process, submit a complete Pre-Application Review form, a digital set of materials with a project description, concept drawing(s) on an attached form, Agent Authorization Form and payment. The Agent Authorization Form can be found on the City website at: [Authorization-to-Act-as-Agent-Affidavit-PDF \(dupontwa.gov\)](http://Authorization-to-Act-as-Agent-Affidavit-PDF (dupontwa.gov))

Payment for the review may be made by sending in a check or in person by check or credit card. The current fee schedule can be found on the City Website at <https://dupontwa.gov/166/Taxes-Fees-Charges>.

Questions?

Contact the Planning Department at 253.964.8121 for additional information.

PRE-APPLICATION REVIEW FORM

Please complete the following questions. This information assists us in providing accurate and complete information concerning your proposal.

General Information:

Project Name: _____

Parcel Number(s): _____

Applicant name: _____

Address: _____ City/State/Zip: _____

Phone number: _____ Email Address: _____

Applicant's representative: _____

Address: _____ City/State/Zip: _____

Phone number: _____ Email Address: _____

Location: _____

Project Description: _____

Site area in square feet: _____

Project access points: _____

Site Information (if available):

Building floor area: _____

Building height: _____

Number of dwelling units: _____

Impervious surface area: _____

Number of employees: _____

Landscape area: _____

Estimate of water and fire needs: _____

Estimate of traffic generation: _____

Number of disabled, compact, and standard parking stalls: _____

Description and area of all proposed tracts: _____

SUBMIT COMPLETE APPLICATION TO: Permittech@dupontwa.gov