General Land Use Application

Community and Economic Development Department

420 College Street SE, Lacey, WA 98503
Phone: (360) 491-5642
Email: Planning@cityoflacey.org

General Land Use Application

Before you Begin

All initial land use applications and subsequent resubmittals must be submitted electronically to Planning@cityoflacey.org, *not directly to the assigned project planner*. Applicants are responsible for ensuring that all materials identified in the pre-application meeting checklist are included with the initial submittal, as well as any additional information requested with resubmittals. Incomplete applications may not be accepted for review.

Step 1: Select Application Type(s)

Check all that apply.

Land Use Applications

- ☐ Binding Site Plan (Preliminary)
- ☐ Binding Site Plan (Final)
- ☐ Boundary Line Adjustment
- ☐ Conditional Use Permit
- ☐ Planned Residential Development (Preliminary)
- ☐ Planned Residential Development (Final)
- ■ Site Plan Review
- ☐ Site Plan Review – Woodland District
- ☐ Short Subdivision (Preliminary)
- ☐ Short Subdivision (Final)
- ☐ Subdivision (Preliminary)
- ☐ Subdivision (Final)
- ☐ Street Merchant
- ☐ Temporary Use Permit
- ☐ Townhouse Development Permit
- ☐ Variance
- ☐ Wetland Development Permit

Additional Applications

- ☐ Environmental Checklist (SEPA)
- ☐ Design Review (Commercial)
- ☐ Design Review (Residential)
- ☐ Joint Aquatic Resources Permit (JARPA)
- ☐ Land Clearing Permit/Class IV Forest Practices
- ☐ Limited Administrative Review (separate application form is not required)

Step 2: Applicant and Property Owner Information

Property Owner: City of Lacey
Mailing Address: 420 College Street SE, Lacey, WA 98503
Phone Number(s): 564-669-4339
Email Address: bogdan.tirtu@cityoflacey.org
Signature: Bogdan Tirtu Digitally signed by Bogdan Tirtu DN: C=US, E=bogdan.tirtu@cityoflacey.org, O=City of Lacey, CN=Bogdan Tirtu Date: 2026.09.08 07:49:21-07'00'
Date: 9/3/2026

** For projects with multiple owners, attach a separate sheet with above owner information and signatures.*

Authorized Representative/Agent

The authorized representative will be the primary contact for all project-related communication.

Authorized Representative/Agent: Philip VanDevanter

Company (if applicable): RWD Landscape Architects

Mailing Address: 4405 7th Ave SE Suite 203, Lacey, WA 98503

Phone Number(s): 206-755-4735

Email Address: philip@rwdroll.com

Step 3: Project Information

Has a pre-submission meeting been held? (Required for all projects except Limited Admin)

■ Yes ☐ No

Pre-Submission Case Number (if applicable): 26-0076

Project Name: Rainier Vista Park Improvements (will be on all project correspondence & notifications)

Project Description:

Construct four pickleball courts, outdoor table tennis, softball outfield safety netting, associated asphalt paths, and stormwater improvements.

Step 4: Property Description

Site Address: 5475 45th Ave SE, Lacey, WA 98503

Assessor Tax Parcel Number(s): 11833130100

Zoning District: OSI-P (OPEN SPACE INSTITUTIONAL - PARK)

Shoreline Designation (if applicable): N/A

Project Site Area (in square feet if less than 1 acre; in acres if greater):

32,700 SF

Legal Description

Section: 33 Township: 18N Range: 1W

Please make sure full legal description is included on any surveyed site plans

Step 5: Critical Areas and Site Conditions

Check all that apply and provide details where requested.

☐ None

■ Wetland

☐ Creek or Stream

Name:

☐ Lake or Pond

Name:

☐ Steep Slopes/Draw/Gully/Ravine

☐ Flood Hazard Area

FEMA Flood Zone and Map Number:

☐ Historic Site or Structure

☐ Endangered or Threatened Species

Identify:

All critical areas, applicable buffers, and site conditions must be shown on site plan

Step 6: Utilities and Site Access

Water Service

■ Existing ☐ Proposed

Sewer Service

Existing: Existing service to Rainier Vista Park restroom building

Proposed: None

Site Access: Existing Rainier Vista Park parking lot: parking parameters met for the purposes of this expansion.

Street(s) or access point(s) to be used:

Existing Rainier Vista Park access points on Ruddell Rd SE and 45th Ave SE.

Step 7: Applicant Certification

I affirm, under penalty of perjury, that all answers, statements, and information submitted with this application are correct and accurate to the best of my knowledge. I also affirm that I am the owner of the subject site or am duly authorized by the owner to act with respect to this application. Further, I grant permission from the owner to any and all employees and representatives of the City of Lacey and other governmental agencies to enter upon and inspect said property as reasonably necessary to process this application. I agree to pay all fees of the city that apply to this application.

Name	Signature	Date
Bogdan Tirtu (City of Lacey)	Bogdan Tirtu Digitally signed by Bogdan Tirtu DN: C=US, E=bogdan.tirtu@cityoflacey.org, O=City of Lacey, CN=Bogdan Tirtu Date: 2026.08.08 07:50:11-07'00'	9/3/2026

Please attach all applicable supplemental forms.

Application Checklist

Before submitting, confirm the following are included/attached:

- ■ All required supplemental forms
- ■ Site Plan
- ☐ Legal Description
- ■ Electronic files are in PDF format
- ~~☐ SEPA materials, if required~~ *SEPA not required.*
- ■ All signature areas are completed
- ~~☐ Application fees are ready for processing~~ *City of Lacey project - no application fees.*
- ■ All materials requested on the checklist provided at the presubmission conference.
  Presubmission conference checklist included on the next page.

Submission Information

Submit completed application materials electronically to: planning@cityoflacey.org

For questions, contact the Community and Economic Development Department at (360) 491-5642.

Case Number: 26-0076
Applicant: City of Lacey (Bogdan Tirtu)
Related Cases: N/A
Site Address: Rainier Vista Park (5475 45th Ave SE)
Type: Full Admin

Zoning: OSI
Process: Site Plan Review
Process Timing Est: Up to 100 days
Meeting Date: 4/22/2026
Planning Fees: SPR ($2,103 - $4,517), Wetland Review ($899)

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SUBMITTAL CHECKLIST

Please Identify Supplemental Forms Accompanying This Application:

Application Forms:
- ✓ General Land Use
- ✓ Site Plan Review
- ❑ Conditional Use Permit
- ❑ Woodland District Form Based Code
- ❑ Boundary Line Adjustment
- ❑ Accessory Dwelling Unit (ADU)
- ❑ Short Plat (Preliminary or Final)
- ❑ Preliminary Plat (Preliminary or Final)
- ❑ Binding Site Plan (Preliminary or Final)
- ❑ Planned Residential Dev. (Preliminary or Final)
- ❑ Forest Practices/Land Clearing
- ❑ Wetland Development Permit
- ❑ Shoreline Permit
- ❑ Joint Aquatics Resources Permit Application
- ❑ Variance

Design Review Checklists:
- ❑ Commercial Design Review Checklist
- ❑ Multi-Family Design Review Checklist
- ❑ Townhouse Design Review Checklist
- ❑ Single Family Residential Checklist
- ❑ ADU Design Review Checklist
- ❑ Hawks Prairie Design Checklist

Title Reports/Legal Documents:
- ❑ Current Title Report (within 30 days)
- ❑ 300 Foot Mailing List
- ❑ Lot Closures
- ❑ Covenants & Restrictions

Site Plans/Surveys:
- ✓ Overall Site Plan
- ❑ Survey – BLA, Short Plat, Plat, BSP
- ❑ Landscape & Irrigation Plans
- ❑ Open Space & Recreation Plans
- ❑ Elevation/Section Profiles
- ❑ Floor Plans
- ✓ Stormwater Site Plan

Environmental/Critical Areas:
- ❑ SEPA Checklist
- ❑ Arborist Tree Assessment
- ✓ Wetland Report
- ❑ Geotech Report
- ❑ Critical Areas Assessment
- ❑ Gopher Study

Supplemental Reports:
- ✓ Stormwater Report
- ✓ SWPPP
- ✓ Traffic Generation Worksheet
- ❑ Traffic Impact Analysis (TIA)*

Miscellaneous:
- ✓ Tree Removal and Replant Memo/Plan
- ❑ Conditions Completion Letter
- ❑ Name Reservation from Thurston Co.
- ❑ Thurston County Treasurer Tax Certification

** Prior to submitting a TIA, a traffic scoping letter must be submitted to the Public Works Department for approval. Once approved, the TIA may be developed.*