## **Notice of Neighborhood Meeting**

Neighborhood meetings must be held within the city limits at a reasonable time.

This notice of a neighborhood meeting is being sent because the Sammamish Municipal Code 20.05.035 (SMC) requires potential applicant(s) for a subdivision, short subdivision, or conditional use permit to conduct a neighborhood meeting within Sammamish city limits. The purpose of the meeting shall be to receive neighborhood input and suggestions prior to submission of the application, and an opportunity for the applicant to amend the proposal to address neighborhood feedback as appropriate. Such a public meeting is not a mediation, and any party who participates in such a meeting may still request mediation in accordance with SMC 20.20.060 and the provisions of the City land use mediation program.

This notice is to be sent to all persons entitled to receive notice including: property owners within 1,000 feet of the subject site (2,000 feet for properties within EHNSWB overlay), state/local agencies and community organizations\*, and the City of Sammamish Community Development Director at least 21 days prior to the date of the meeting.

If you have questions regarding this notice, the applicant or applicant's representative, as noted below, can provide more information. Generally, information is not available on proposed projects at city hall until after an application has been submitted.

Date/Time of Neighborhood Meeting:	
Location of Neighborhood Meeting:	
Type of Proposed Application(s): Subdivision, Short Subdivision or Conditional Use Permit:	
Description of the Proposed Project:	
Proposed Project Address/Location: (map of location to be included with notice)	
Jurisdiction:	City of Sammamish, 801 228th Avenue SE, Sammamish, Washington 98075; (425) 295-0500
Date of Notice: (Notice at least 21 days prior to meeting)	
Projected Submittal Date of Application to the City:	
<b>Existing Documents for Public Viewing:</b>	
<b>Applicant / Representative Contact:</b> (Applicant/Representative name, address, and phone number required):	

APPLICANT ONLY \*: Appropriate mailing name and address information is available on the City website under land use applications at: General Mailing List. A copy of the complete mailing list must be included with the notice to the City of Sammamish, Community Development Director. The information is provided in a Word document label format and is entitled:

Mailing Addresses: Local/State Agencies and Community Organizations.

Revised: 11/08/2016

