



## Department of Community Development

801 - 228th Ave. SE, Sammamish, WA. 98075 - Phone: 425-295-0500 - Fax: 425-295-0600 - Web: [www.sammamish.us](http://www.sammamish.us)

November 27, 2019

STCA, LLC – Peter Brennan  
5335 Meadows Rd, STE 108  
Lake Oswego, OR 97035

RE: Letter of Completion- PSUB2019-00561- Brownstone West

The City of Sammamish has received your application for Preliminary Subdivision approval on November 4, 2019.

The City has determined the application as submitted included the items necessary to begin reviewing your application and the application has been deemed complete for processing. This Letter of Completion results in the establishment of your vesting date as November 4, 2019 in accordance with SMC 20.05.050. During the analysis of your application, should the City determine that further information is necessary, you will be notified with a request for additional information.

Your application will be processed as a type three (3) permit pursuant to Sammamish Municipal Code Chapter 20.05. Within the next two weeks, a Notice of Application / SEPA Notification will be prepared, including a notice board posted on the subject property, a publication in the newspaper, and a mailing to property owners within 1000 feet of your proposal. A 21-day public comment period will follow the noticing. Once the proposal and supporting documentation has been determined to conform to City Codes and Standards a public hearing will be scheduled and corresponding staff recommendation to the City's Hearing Examiner issued. Following the required public hearing, a copy of the Hearing Examiner's decision will be mailed to you.

Should you have any questions concerning your application, please call me directly at 425-295-0547. Email correspondence can be sent to [chankins@sammamish.us](mailto:chankins@sammamish.us) with [towncenter@sammamish.us](mailto:towncenter@sammamish.us) copied on all email correspondence. Please also be sure to include the project file name and file number in the subject line (e.g. "PSUB2019-00561- Brownstone West").

Sincerely,

A handwritten signature in black ink, appearing to read "CHANKINS", written over a white background.

Chris Hankins, Senior Planner  
Community Development Department  
City of Sammamish  
425-295-0547  
[chankins@sammamish.us](mailto:chankins@sammamish.us)