

# City of Bothell

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July 21, 2003

Thomas J. and Susan M. Berry  
23305 39<sup>th</sup> Avenue SE  
Bothell, WA 98021

**RE: CPA2003-F-3, Comprehensive Plan Amendment Request for Property located at 23305 39<sup>th</sup> Avenue SE in the Fitzgerald/35<sup>th</sup> Avenue SE Subarea**

Dear Mr. and Mrs. Berry:

The City of Bothell is preparing to begin the subarea planning portion of the major Comprehensive Plan update. This portion of the Plan update includes processing all of the plan amendment requests received from individual property owners. The City has included your proposed amendment as one of a number of docketed requests. These requests are scheduled to be considered by the Planning Commission as part of the subarea planning process, beginning in September 2003. As the exact schedule is established, you will be informed of the date(s) when your amendment will be considered.

This letter serves two purposes. First, please confirm with the City whether you would still like to pursue your original request for a Comprehensive Plan amendment and rezone. If you would like to continue with your request for this Comprehensive Plan amendment, please notify the City of your intent in writing by August 31, 2003. If the City does not receive your letter by August 31, 2003, staff may not have sufficient time to prepare your request for consideration by the Planning Commission.

Second, after further review of your file, we have determined that you will need to submit additional information to support your request per City of Bothell and State of Washington regulations. The information required for a Comprehensive Plan amendment is listed in the Bothell Municipal Code (BMC), Section 11.18.030. For your information and review, I have attached a copy of BMC 11.18.030 to this letter. Specifically, please provide the following information:

1. Parcel number as assigned by the Snohomish County Assessor; and
2. While your request describes how the amendment is consistent with specific policies within the City's Comprehensive Plan, it must also include a description of how it complies with applicable Fitzgerald/35<sup>th</sup> Avenue SE Subarea Plan policies and Snohomish county-wide planning policies. Both the *Imagine Bothell...Comprehensive Plan* and the Snohomish county-wide planning policies are available for you to view at most local libraries and at the City's Community Development office.

If you would like to pursue your original request, please include this required information with your letter confirming your intent regarding the above referenced parcels by August 31, 2003. If you have any questions or need any additional information, please feel free to contact me at 425/486-8152 or by e-mail at [Charmin.Calamaris@ci.bothell.wa.us](mailto:Charmin.Calamaris@ci.bothell.wa.us).

Sincerely,



Charmin Calamaris, City Planner  
Department of Community Development

**Professionalism • Respect • Innovation • Dependability • Employee Accountability**

**City Administration**  
18305 101<sup>st</sup> Avenue NE  
Bothell, WA 98011  
(425) 486-3256  
Fax: 486-2434  
[www.ci.bothell.wa.us](http://www.ci.bothell.wa.us)

**Community Dev. & Public Works**  
9654 NE 182<sup>nd</sup> Street  
Bothell, WA 98011  
(425) 486-8152  
Fax: 486-2489

**Fire and E.M.S.**  
10726 Beardslee Boulevard  
Bothell, WA 98011  
(425) 486-1678  
Fax: 486-4556

**Police**  
18410 101<sup>st</sup> Avenue NE  
Bothell, WA 98011  
(425) 486-1254  
Fax: 487-0650

**Municipal Court**  
10116 NE 183<sup>rd</sup> Street  
Bothell, WA 98011  
(425) 487-5587  
Fax: 488-3052