



**PRELIMINARY DESIGN REVIEW APPLICATION**  
**Liberty Lake Community Development Department**  
 22710 E Country Vista Drive, Liberty Lake, WA 99019  
 Phone: (509) 755-6704  
 Website: [www.libertylakewa.gov](http://www.libertylakewa.gov)  
 Email: [permitcenter@libertylakewa.gov](mailto:permitcenter@libertylakewa.gov)

Design Review by the Planning Commission Sub-Committee is usually held within 3 weeks from the date the City receives the completed application packet. For the application to be deemed complete, the following items must be submitted electronically along with this application (drawings should be to-scale and include a scale bar, north arrow and dimensions on the building elevation heights, driveway widths, parking space width and length, island widths, walkway widths and perimeter buffer widths):

- **Code compliance document** outlining how the project meets pertinent Building Orientation & Architectural Design Standards
- **Conceptual site plan** incorporating any suggestions from the Pre-Application Meeting
- **Building elevations** showing building details with proposed materials, colors, and building height shown and labeled
- **Renderings or perspective drawings** of the proposed structures
- **Preliminary landscape plans** showing islands, walkways and perimeter buffers to scale

<b>Property Owner's Name:</b>	
Email:	Phone:
Address:	City, State, Zip:
<b>Applicant's Name:</b>	
Email:	Phone:
Address:	City, State, Zip:
<b>Project Contact's Name:</b>	
Email:	Phone:
Address:	City, State, Zip:

<b>Site Specific Information</b>	
Project Address:	Assessor's Tax Parcel:
Building Sq Ft:	Parcel Size:                      acres                      sq ft
Building Use:	# of Parking Spaces:
Project Description:	

**Required Signatures**

By signing below (with either electronic or physical signature), I acknowledge that as the applicant I am the property owner or have full permission and authority to represent the property owner in this project. Additionally, I certify that my signature included on the application, if done electronically, provides the same understanding and authority as if I had signed the application in person or in writing. I acknowledge, understand, and agree to the requirements and terms described on this application.

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**Property Owner's Signature**

**Printed Name**

**Date**

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**Applicant's Signature**

**Printed Name**

**Date**