

For Snohomish County use only

Registration Number: _____

Date Reviewed: _____ Reviewer: _____

PDS Eligibility Recommendation: _____

Date Preliminary Letter to Registrant: _____

Council Eligibility Decision: _____

Date Final Letter to Registrant: _____

DATE RECEIVED



**Playing Fields Program
Registration Form – Filing Instructions**

(NOT A PERMIT APPLICATION)

Snohomish County Planning & Development Services

2nd Floor, County Admin-East Building
3000 Rockefeller Avenue, M/S 604, Everett, WA 98201

www1.co.snohomish.wa.us/departments/pds/divisions/code_development (425) 388-3311

These instructions and the attached registration form are only for eligibility registration under the Playing Fields Program. Mail completed form to: Snohomish County Council, Attn: Council Clerk, M/S 609, 3000 Rockefeller, Everett, WA 98201. Forms must be received by Friday, September 9, 2005.

Program

Under Engrossed House Bill 2241, passed by the State Legislature on April 12 and signed into law by the Governor on May 12, 2005, the County is required to establish a registration process for existing grass playing fields and associated facilities meeting the following criteria:

- Grass playing field(s) and supporting facilities are regularly used for team sports (e.g., baseball, soccer, softball, rugby, lacrosse, football), AND
- The fields are located on land designated on the County's Future Land Use Map as commercial farmland, AND
- The field(s) and supporting facilities existed before July 1, 2004.

Eligibility Registration (No cost for registration)

Property owners with playing fields meeting all three criteria above may register for redesignation of the playing fields and support facilities from commercial farmland to recreational land. Only the portion of a parcel with the fields and facilities would be redesignated. The attached registration form will provide the county with the information to determine eligibility. Registered sites will be redesignated to recreational land on the County's Future Land Use Map before June 30, 2006. No zoning change will occur.

Eligibility Process

Upon receipt of registration forms, Snohomish County Planning and Development Services (PDS) will review the site information to recommend the eligibility for program registration. The registrant will receive a letter from PDS acknowledging receipt of the registration forms and the PDS recommendation of eligibility for the site. After all registration forms are received, by September 9, PDS will review the forms for eligibility and send recommendations to the County Council. The County Council makes the final program eligibility determination. Upon the final decision by the Council, PDS will send a letter to all registrants with the final eligibility determination.

Permit Requirements

Those registrants determined eligible by the County Council will be contacted by PDS to discuss the redesignation process. Registered sites are required to apply for permits and meet all development regulations proposed under the program. Registered property owners may choose to withdraw the playing field(s) from the program at any point in the process. However, continuation of use of playing fields could result in code enforcement action. The county will work with the property owner/applicant to permit the existing facilities and fields. The fields and facilities may need to be modified to meet current code requirements and to ensure the health, safety and welfare of the public.

Assistance

For additional information on the Playing Fields Program, please see the county website at www1.co.snohomish.wa.us/departments/pds/divisions/code_development or contact PDS at (425) 388-3311 extension 2061 or 2133. Staff is available to answer questions, assist in filling out the forms, and provide additional information on required attachments.



Registration Form – Playing Fields

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1. Criteria for Registration

Use blue or black ink only -- Print legibly

Yes No Unsure Is your property currently designated on the County's Future Land Use Map as Commercial Farmland?

Yes No Does your property have a grass playing field(s) regularly used for team sports (e.g., baseball, soccer, softball, rugby, lacrosse, football) on your designated commercial farmland?

Yes No Did the field(s) and supporting facilities exist before July 1, 2004?

If you answered no to any of the three questions above, you are not eligible to register under the program. If you are unsure, you may submit this registration form for county review of eligibility.

1. Property Information

Please list each property with grass playing fields meeting the criteria above:

Assessor's Tax Account #	Acreage	Sec	Twp	Range
		_____	_____	_____
		_____	_____	_____
		_____	_____	_____
		_____	_____	_____

Facility Name _____ Facility Site Address _____

City _____ State _____ Zip Code _____

Lot area in square feet _____ Fencing? **Y N** # of fields _____ # of buildings _____

2. People Involved in Project

Registrant Name _____

Mailing Address _____ City _____ Zip _____

Phone (_____) _____ Fax (_____) _____

Email _____

Property Owner _____

Mailing Address _____ City _____ Zip _____

Phone (_____) _____ Fax (_____) _____

Email _____

Contact Person* _____

Mailing Address _____ City _____ Zip _____

Phone (_____) _____ Fax (_____) _____

Email _____

3. Authenticity of Information

Property owner assumes responsibility for the authenticity of the information provided on the form or attached.

Registrant/Authorized Agent

Signature _____ Date _____

Mail completed form to: Snohomish County Council, Attn: Council Clerk, M/S 609, 3000 Rockefeller, Everett, WA 98201. Forms must be received by Friday, September 9, 2005.

4. General Site Plan

Please attach a site plan, aerial photo or draw a general site plan of the playing fields facility including the general location of fields, fencing, parking, buildings, roads and storage, and ingress and egress. Identify all areas used for recreational activities related to the grass playing fields (e.g., practice areas).



Describe surrounding land uses (north, south, east and west): _____

5. Facility Information

Number and types of fields: _____

Number, size and use of each building: _____

Type of food sold in concession stand: _____

Type of sanitary facilities: _____

Estimated number people onsite at one time: _____

Estimated number of parking spaces: _____

Acreage owned, used, and/or developed: _____

Organizations using the fields: _____

Months fields are in use: _____

Hours of use by day:

M _____ Tu _____ W _____ Th _____ F _____ Sa _____ Su _____

General number of games or practice each day of the week:

M _____ Tu _____ W _____ Th _____ F _____ Sa _____ Su _____

Please attach schedules of season play or other information to assist the county in determining program eligibility.

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