



## Additional Information Request

Applicants Information:	
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Date sent:	11/24/2015

After reviewing your application, the development review staff is requesting additional information. Please note that you must schedule an appointment with your assigned project manager, or upload through the e-review portal prior to your scheduled meeting. Please submit all requested information as noted on the applicable worksheets contained in this workbook. A copy of this spreadsheet along with your responses are required for resubmittal. Should you need assistance in uploading resubmittal materials, please see the E-Review Portal Informational Handout on the tabs below.

**Note:** Please do not submit plans or other materials directly to development review staff. The project manager for your application is responsible for the tracking and routing of submitted materials to the various departments involved with the review of your project.

**Once plans or other requested materials are submitted please e-mail your project manager that all materials have been submitted.**

<b>Project Name:</b>	Short Duplex			
<b>File No.:</b>	BPLN- 2015-02128; BLDG - 2015-08536			
	<b>Staff member</b>	<b>Department</b>	<b>E-mail</b>	<b>Phone (425-556-XXXX)</b>
<b>CoR Staff:</b>	John Rientjes	Building - Architectural	<a href="mailto:rientjes@redmond.gov">rientjes@redmond.gov</a>	2484
		Building - Structural		
	Cameron Zapata	Planning	<a href="mailto:czapata@redmond.gov">czapata@redmond.gov</a>	2480
		Fire Department		
	Colin Sherrill	Engineering – Stormwater	<a href="mailto:csherrill@redmond.gov">csherrill@redmond.gov</a>	2491
		Natural Resources		
		Engineering – Water/Sewer		
		Engineering – Transportation		
		Construction Inspection		
		Traffic Operations		
	Parks			

PREP Dates	
<b>Kick-Off:</b>	(date)
<b>Coordination 1:</b>	(date)
<b>Coordination 2:</b>	(date)
<b>DRB Meeting 1:</b>	(date)
<b>DRB Meeting 2:</b>	(date)
<b>Submittal:</b>	(date)

CCR Dates	
<b>Kick-Off:</b>	(date)
<b>Intake:</b>	(date)
<b>Debrief:</b>	(date)
<b>2nd Intake:</b>	(date)
<b>Debrief:</b>	(date)
<b>Submittal:</b>	(date)



































