



PORT OF BELLINGHAM
Washington State

May 20, 2008

Mr. Tyler Schroeder
Current Planning Supervisor
Whatcom County Planning and Development Services
5280 Northwest Drive
Bellingham, WA 98226

RE: Port of Bellingham Preliminary Binding Site Plan and Planned Unit Development

Dear Tyler:

Thank you for taking the time to meet with us on May 16, 2008 regarding the Port's upcoming applications for a Preliminary Binding Site Plan (BSP) and Planned Unit Development (PUD). The purpose of this letter is to outline the primary issues that were discussed and agreed to at the meeting and to further establish a clear path for submittal of a complete BSP/PUD application.

Over the past ten years the Port has been in the process of developing and implementing an airport Master Plan that identifies airport needs over the next 20 years. The Master Plan is focused on our ability to continue to serve the aviation needs of the region and opportunities to foster economic development on properties associated with the airport. Implementation of the Master Plan requires approval from several agencies including the Federal Aviation Administration, U.S. Army Corps Engineers (COE), Washington State Department of Ecology, and Whatcom County.

As you are aware, the existing BSP for the airport property expired approximately one year ago. Additionally, the COE jurisdictional determination for the existing airport wetland delineation is set to expire on June 30, 2008. Therefore, it is essential that the Port submit a complete application for BPS/PUD to re-establish a BSP for the airport facilities and confirm the existing wetland delineation prior to June 30th. Based on discussion during our meeting with Planning and Development Services (PDS) staff, we are moving forward with the application process based on the following outcomes:

- A pre-application meeting is required and will be scheduled within one or two weeks of receiving a pre-application meeting request and applicable pre-app submittal requirements.
- An application for Planned Unit Development (PUD) can be submitted and reviewed concurrently with the Preliminary Binding Site Plan (PBSP) application.
- The PBSP and PUD submittal checklists outlined in WCC Titles 21 and 20, respectively, shall be used as guidance for preparation of a complete BSP/PUD application. The supplemental information outlined in the PUD section of Title 20 is not required for vesting, but may be required prior to processing of the application.
- A water verification letter from the City of Bellingham will not be required for complete application by June 30th, but it will be required prior processing of the application.
- Submittal of a complete Preliminary Traffic Information form is sufficient for a determination of completeness, but a full traffic study will be required during the County's review process.
- A determination of complete application (PUD/BSP) by June 30, 2008 would vest the current wetland delineation for the Bellingham International Airport.

- The PUD provisions allow for phased developments, which would allow the approved BSP/PUD to be phased over 20 years or more if needed.
- The PUD provisions allow for flexibility in the standard development regulations.
- The Critical Areas Ordinance allows flexibility in wetland requirements for PUDs through the alternative mitigation approach section.
- A copy of the alternatives analysis prepared for the COE will be provided.
- At the County's request, the Port will act as SEPA lead agency. A copy of the SEPA checklist and a memorandum affirming that the Port will assume lead agency status will be included with the application submittal to PDS.
- Based on a May 20, 2008 telephone conversation with Amy Keenan, the map data may be submitted using a 1" to 200' scale or 1" to 400' scale.

If you have any questions, concerns or require any additional information regarding this matter, please contact me at (360) 676-2500 or sylviag@portofbellingham.com.

Thank you,

A handwritten signature in black ink that reads "Sylvia Goodwin". The signature is written in a cursive, flowing style.

Sylvia Goodwin, A.I.C.P.

Planning and Development Director