

CITY OF PORT TOWNSEND
NOTICE OF LAND USE APPLICATION
LUP24-071

Proposal: Minor Conditional Use Permit for a Short Term Rental – one bed and breakfast with four guestrooms.

Description: Use four bedroom and two bathroom within the applicants' three-story single-family primary residence at 1104 Madison Street for a Short Term Rental – Bed and Breakfast. Guest(s) would share a common entry to the building and would have shared access to portions of residence including the living room, kitchen, and front porch.

Parking: A minimum of one on-site parking space in addition to two existing spaces for the residence is recommended. Sufficient on-street parking is shown on a site plan.

Applicant: Daphne Wysham, Property Owner

Location: 1104 Madison Street, Port Townsend, Assessor's Parcel Number 988-802-005, Lots 7 and 9 of Block 20 of Plummer's Addition.

Date Application Received: December 17, 2024

Date of Determination of Completeness: January 22, 2025

Date of Public Notice: April 16, 2025

Other Permits: (including other agencies) A City Life-Safety Building Inspection is required.

Lead Agency: City of Port Townsend, Planning and Community Development (PCD)
City Hall, 250 Madison Street, Suite 3
Port Townsend, WA 98368

Staff Contact: Adrian Smith, Long Range Planner (360) 379-4423, asmith@cityofpt.us

Documents available for public review: The application and other documents are on file with PCD at the address above, and on the City website under "Land Use Projects Under Review." Information can be mailed or emailed. Planning and Community Department must receive written comments no later than 4:00 PM on **Tuesday, May 6, 2025**.

The proposal is exempt from environmental review and threshold determination under the State Environmental Policy Act (SEPA). This notice is being sent to property owners within 300 feet of the subject property. Any person has the right to submit comments, receive notice of and participate in any hearings, request a copy of the application and the decision once made, and appeal the Director's decision. A statement of consistency with the Port Townsend Municipal Code (PTMC) Conditional Use criteria (PTMC Chapter 17.84), the Short-Term Rental criteria (PTMC Chapter 17.57 and Chapter 5.45), and the Port Townsend Comprehensive Plan will be made following review of the application. A final decision on the application will be made within 120 days of the date of the Determination of Completeness.