



## Planning & Community Development

# DEVIATION FROM ENGINEERING STANDARDS SUBMITTAL CHECKLIST

The following information is typically needed in order to submit an application for review. Depending on the scope of work, some items may not apply or may be combined. If you have a question on required items, please call (206) 801-2500 or stop by our office. Read each item carefully and provide all applicable information. **All site plans and civil drawings must be drawn to an engineering or architectural scale (e.g. 1" = 20' or 1/4" = 1').**

- Permit Application**
- Submittal Fee:** \$1,632.00 (\$204.00 hourly rate, 8 hours minimum).
- Critical Areas Worksheet**
  - Critical Area Report if critical area exists on site.
- Deviation from Engineering Standards Criteria:** attached for review.
  - Applicant's justifications to criteria.
- Scope of Work:** Describe in detail the proposed deviation, including information about the structures, the building uses, and site work.
- Building Elevations:** Drawn to scale (if applicable).
- Site Plans – two (2 full size) copies** drawn to an engineering scale (e.g. 1" = 20'). Permit applications for co-locations only may not require as detailed of a site plan.
  - Name, address, and phone number of the person who prepared the drawing.
  - Graphic scale and north arrow.
  - Location, identification and dimensions of all proposed and existing buildings and their uses.
  - Note structure height. The structure height must be calculated based on the average existing grade. The calculation is to be illustrated on the elevations.
  - Dimensions of all property lines.
  - Building/structure setbacks from front, side, and rear property lines.
  - Buildings within 50' of the proposed structure.
  - Easements, including utility, drainage, access, open space. Include the King County recording number for existing easements.
  - Location of existing parking spaces, include traffic flow and all internal walkways.

Fees effective 1/2020.

### Other Issued Permits or Information

Engineering Plans, Drainage Analysis, Environmental Checklist and other special studies may be required, such as wetland report, geo-technical analysis, traffic study, etc.

**NOTE: All submittal items must be legible. Number each page consecutively and staple them together with the site plan as your first sheet. No pencil drawings will be accepted.**

The Development Code (Title 20) is located at [CodePublishing.com](http://CodePublishing.com)

**Hours of Operation: M, T, Th, F: 8:00 a.m.–5:00 p.m., W: 1:00–5:00 p.m. ♦ Permit Processing ends at 4:00 p.m. daily**

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1/2020