



Submittal Requirements

1/15/2016

NONRESIDENTIAL and MULTIFAMILY RESIDENTIAL CLEARING & GRADING PERMITS

Plat Infrastructure: For clearing & grading associated with infrastructure construction on an approved preliminary plat, short plat, or PUD. Infrastructure includes roads and streets, water, sewer, storm drainage, dry utilities, and plat landscaping. **(GE)**

Clearing & Grading: Includes a Land Use Exemption if required and may or may not include SEPA. For clearing & grading that includes the following work: **(GD)**

- Clearing & grading associated with a building permit.
- Removal and installation of underground storage tanks.
- Major changes to nonresidential landscaping, walls, or rockeries that don't require a building permit; roadway and utility installations.
- Removal of hazardous trees and other permitted clearing & grading activities in critical areas that require SEPA review.

Landscape and Vegetation: Includes Land Use Exemption if required and may or may not include SEPA. For clearing & grading that includes the following work: **(GB)**

- Removal of vegetation or changes to landscaping associated with a nonresidential, multifamily residential, or other property developed under a Planned Unit Development.
- Minor clearing & grading work.

Site Address:		Date:
FOR OFFICE USE ONLY: This section to be completed prior to application submittal by the planner in the Permit Center.		
Planner: _____ <input type="checkbox"/> Over 1,000 sq. ft. of clearing and/or over 50 cubic yards of grading <input type="checkbox"/> Work in a Critical Area <input type="checkbox"/> Land Use Exemption included <input type="checkbox"/> Hazardous Tree Removal	Type of Critical Area: <input type="checkbox"/> Streams <input type="checkbox"/> Wetlands <input type="checkbox"/> Geologic Hazard <input type="checkbox"/> Flood Hazard <input type="checkbox"/> Habitat Associated with Species of Local Importance <input type="checkbox"/> Shoreline <input type="checkbox"/> Critical Areas offsite within 100 feet	Check below if applicable: <input type="checkbox"/> Enforcement Action <input type="checkbox"/> Building Permit <input type="checkbox"/> SEPA Required <input type="checkbox"/> Shoreline Substantial Development <input type="checkbox"/> Shoreline Exemption <input type="checkbox"/> Critical Areas Land Use Permit Required
Comments:		

To submit your application online use www.mybuildingpermit.com.

If you are applying in person at City Hall, submit the number of copies specified below for your application type.

Initial for waiver by City of Bellevue Planner	Plat Infrastructure	Clearing & Grading	Landscape and Vegetation
This Chart	1	1	1
Application	1	1	1
"Bill To" Form	1	1	1
Boundary & Topographic Survey	8	6	
Site Plan B	8	6	
Site Sketch ^A			3
Grading Plan	8	6	
Drainage Plan	8	6	

		Plat Infrastructure	Clearing & Grading	Landscape and Vegetation
	Construction Stormwater Pollution Prevention Plan (CSWPPP) ^B	3	3	3
	Final Landscape Plan ^C	6	6	3
	Road Plan	6	6	
	Street Lighting Plan	6	6	
	Geotechnical Report	6	6	
	Wetland Report	6	6	
	Stream Typing Report	6	6	
	Land Use Exemption (Footnote D)		1	1
	Environmental Checklist		3	3
	Utility Extension Agreement	Submit prior to or at the same time as the clearing & grading permit application.(Plat Infrastructure (GE), Clearing & Grading (GD) <input type="checkbox"/> Not Required <input type="checkbox"/> Already Initiated		
	Other Requirements	<u>Right of Way Use Permit</u> : Required if over 10 truck trips to and from the site. Contact the right of way technician in Development Services (425-452-6800) to see if this is required for your project. Turbidity Monitoring Plan required for most clearing & grading permits.		
	Fees	Permit Processing provides current fee information (425-452-4898). Fees are due at submittal ; additional fees are due at issuance and may be due in monthly billings.		

Footnotes

^A Site Sketch: Show the following:

1. Site location, address, and names of adjacent or nearby streets
2. North arrow
3. Footprint of all temporary and permanent structures
4. Driveway/Impervious surfaces
5. Boundary of RVA
6. Location of all significant trees, with hazardous trees marked
7. Proposed landscaping
8. Location of erosion and sediment control BMPs (Best Management Practices) as referenced in the CSWPPP.

^B Construction Stormwater Pollution Plan (CSWPPP) – for projects with less than 7,000 square feet of clearing and less than 100 cubic yards of grading, a CSWPPP Short Form for Small Construction Projects may be submitted.

^C Landscape installation and maintenance assurance devices may be required. Reviewer will provide details during permit review.

^D Land Use Exemption approval required for changes to commercial landscaping, unless waived by planner.

Please Note

The property owner is responsible for the accuracy and completeness of all information provided with or affecting the application submittal.

If the property contains or is adjacent to critical areas (streams and stream buffers, wetland, floodplains, and geologic hazard area) additional information may be required. See a planner for handouts.

The city may require additional information as needed. If you have any questions concerning your application submittal, please visit or call Development Services (425-452-6800) between 8 a.m. and 4 p.m., Monday through Friday (Wednesday, 10 a.m. to 4 p.m.).

The city will provide reasonable assistance with physical access, communication, or other needs related to a disability. Assistance for the hearing impaired: Dial 711.