



# Submittal Requirements

8/22/16

## SIDE SEWER & STORM DRAINAGE PERMITS and WATER SERVICE APPLICATION

\_\_\_\_\_ **Side Sewer Permit:** Private sewer connection. **(UA)**

\_\_\_\_\_ **Storm Drainage Permit:** Private storm connection. **(UB)**

\_\_\_\_\_ **Water Service Application:** City-installed water meter or full service installation. **(UC)**

To submit your application online use [www.mybuildingpermit.com](http://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	Side Sewer Permit	Storm Drainage Permit	Water Service Application
This Chart	1	1	1
Application	1	1	1
"Bill To" Form	1	1	1
King County Sewer Use Certification Form <sup>A</sup>	1		
Site Plan A	2	2	1
Joint-Use Maintenance Agreement Easement <sup>A</sup>	Footnote B	Footnote B	
Recorded Easement <sup>C</sup>	1	1	1
Right-of-Way Use Permit <sup>D</sup>	1	1	1
Fees	Fees are due at submittal.		
Connection Charges	The Utilities representative in Development Services will determine if these apply. Connection charges are due at submittal.		

### Footnotes

<sup>A</sup> The Utilities representative in the Development Services Center can provide these you with these forms.

<sup>B</sup> Required if 2–4 homes are connected to a private side sewer or storm drain; provide one copy of the recorded document.

<sup>C</sup> Required if the pipe crosses private property.

<sup>D</sup> Required if work is occurring in the right of way.

### Please Note

The property owner bears the responsibility 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, wetlands, floodplains, and geologic hazard areas), 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 the Utilities representative in 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 (Telecommunications Relay Service).