



17425 Ballinger Way NE
 Lake Forest Park, WA 98155
 206-368-5440

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|---------------------------|
| FOR STAFF USE ONLY |
| APPLICATION DATE _____ |
| PERMIT # _____ |

CLEARING, GRADING, EXCAVATING, DRAINAGE REVIEW PERMIT APPLICATION

PROJECT DESCRIPTION: _____

PROPOSED NEW AND/OR REPLACED IMPERVIOUS SURFACE (provide total square feet): _____

SITE ADDRESS: _____ **PARCEL NO:** _____

OWNER OF RECORD: _____ **PHONE/ EMAIL ADDRESS** _____

Does the owner currently reside at the project location? If not, please include the owner's mailing address below:

OWNER MAILING ADDRESS: _____

Are you representing the homeowner? If so, please fill in the Authorized Agent information below and include an Authorization of Application Form with your submittal:

OWNERS AUTHORIZED AGENT (COMPANY AND CONTACT NAME) _____

EMAIL ADDRESS _____ **PH** _____

CONTRACTOR _____ **CONTACT NAME** _____

CONTRACTOR ADDRESS _____

STATE LICENSE #: _____ **EXP** _____ **CITY BUS LIC #** _____

CONTACT PH NO. _____ **EMAIL ADDRESS** _____

Any fill or excavation of 100 cubic yards or more connected to this permit requires SEPA review. Check here if this proposal involves fill or excavation of more than 100 cubic yards of material.

Clear and Grade

- Major Permit** **\$300.00**
- Installing any drainage system that conveys water offsite or creates a new connection to the City Storm water system
 - Moving 50 cubic yards or more of material
 - Adding 250 sq. feet or more of impervious surface area
 - Clearing 2000 sq. feet or more of land

- Minor Permit** **\$ 75.00**
- Resurfacing existing impervious surfaces and other paved areas using mechanical earth-moving equipment
 - Moving more than 25 but less than 50 cubic yards of material
 - Adding more than 100 but less than 250 sq. feet of impervious surface area
 - Clearing more than 500 but less than 2000 sq. feet of land

- Drainage Review**
- **Single Family:** Geotech report required unless otherwise approved by Planning Dept. **\$600.00**
 - **Multi-Family/Commercial:** **\$300.00 per 1,000 sqft**
- Total due + Technology Fee (5% of fees)** **\$ _____**

Please provide the requested information: (Attach additional sheets if necessary)

1. Zoning classification: _____

2. Is the site near the shoreline (within 200 feet): _____

3. Circle known utilities / services to the site: (gas, electric, water, sewer, cable, garbage, phone, other)

4. Describe the nature of proposal. Indicate as much specific information as possible. What is proposed? How much are you proposing? How long will the work take? How will the use of the property be changed? Any future plans?

5. Are there any known or potentially environmentally sensitive areas on or near the site? If so, describe the nature and relationship of those areas (steep slopes, erosion hazard, landslide hazard, wetland, stream corridor, seismic hazard, flood hazard, shorelines).

6. Describe the character of the site. Is the site sloped or flat? Is the site wooded and vegetated, cleared or landscaped? Are trees 6 inches in diameter or larger in close proximity to the proposed work? What is the current use of the site? Describe the surrounding areas (undeveloped, residential, commercial.)

7. How is access to the site going to be accomplished?

8. Describe any mitigating factors. How do you propose to accommodate drainage? How do you propose to reduce erosion? Are there any measures for reducing impacts such as, erosion control, drainage retention, revegetation, restoration, noise, etc.?

9. The applicant must provide the following submittal requirements:
- A. A site-plan that must be accurate, legible and drawn to scale (**a recent survey will often be required**) that provides the following:
 - 1. Show existing dimensions and lot size, dimensions of proposed activity.
 - 2. Identify adjacent streets, existing and proposed access.
 - 3. Identify existing and proposed structures and distances to property lines.
 - 4. Location of proposed alterations or improvements.
 - 5. Location of any sensitive areas on or near the site.
 - 6. Location of streams.
 - 7. Locate drainage channels, sewer and water lines (if relevant).
 - 8. Identify existing and proposed easements.
 - 9. Location of existing and proposed utilities including storm drainage collection and conveyance.

 - B. Clearing, grading, filling, excavating plan. In addition to the above, you must provide the following information (if work is in or near a sensitive area, some plans may be required to be prepared by professional engineer licensed in the State of Washington as well as a sensitive areas permit):
 - 1. Topographical map with existing and proposed contour lines at maximum five foot intervals.
 - 2. Designate areas involving land clearing, filling, land cuts or excavation including location of proposed improvements, excavations, and placement of excavated material or fill.
 - 3. Estimate the quantities of excavation, fill, and removal of material in cubic yards.
 - 4. Locate all significant trees (6" diameter or greater) and identify type and size. Designate those trees to be removed and those to be protected. (Note: Any tree removal in conjunction with development requires a Tree Removal Permit).
 - 5. Locate areas of proposed erosion and sedimentation control device installation. Include details for silt fencing or any other site protection mechanisms.
 - 6. Identify areas to be revegetated and/or restored. Provide plant types and methods.

 - C. Activities meeting the threshold for a Minor Clearing and Grading Permit shall meet the abbreviated Erosion and Sedimentation Control requirements in Appendix C of the King County Surface Water Design Manual, as adopted by the City of Lake Forest Park. See "Lake Forest Park Customer Information Bulletin: ESC Measures for Minor Clearing and Grading Permits" for additional information.

 - D. Completed bond quantity worksheets (see: <https://www.cityofflp.com/220/Applications-Forms>) for all projects with utility, road, or infrastructure improvements

 - E. Activities meeting the threshold for a Major Clearing and Grading Permit require a Stormwater Pollution Prevention Plan (SWPPP) in accordance with Chapter 2 of the King County Surface Water Design Manual. Required SWPPP performance standards can be found in Lake Forest Park Municipal Code section 16.08.070. See "Lake Forest Park Customer Information Bulletin: SWPPP Checklist for Major Clearing and Grading Permits" for further information.

 - F. Drainage Plan. Drainage Plans must comply with the requirements of the King County Surface Water Design Manual, as adopted by the City of Lake Forest Park. Major Permits may require a drainage plan prepared by a licensed professional engineer in the State of Washington as they often require detailed design and calculations. Major permits that fall under the requirements of the "Small Project Drainage Requirements" may not need to be prepared by a professional engineer. Minor permits require a drainage plan only when modifications or additions are made to the existing drainage system.

 - G. A geotechnical report may be required as part of the submittal package.

11. Tree Permits: If the clearing/grading/excavating activity occurs within 3 feet of the dripline of any significant tree, a qualified tree professional will need to evaluate the survivability of the impacted significant trees and a Tree Removal Permit will be required.

12. Release / Hold Harmless Agreement:

I, the undersigned, his/her heirs and assigns, in consideration for City processing the application agrees to release, indemnify, defend and hold the City of Lake Forest Park harmless from any and all damages and/or claims for damages, including reasonable attorney fees, arising from any action or inaction as based in whole or in part upon false, misleading or incomplete information furnished by the applicant, his agents or employees.

The undersigned acknowledges that this application is for a permit from the City of Lake Forest Park; that any permit issued by the City as a result of this application establishes only that the applicant's project complies with City ordinances and regulations; and that other State and Federal laws and regulations, particularly the Endangered Species Act, U.S.C. 16.31, et. seq., may apply to this project. The undersigned further acknowledges and accepts responsibility for complying with such other laws and regulations and agrees to release the City of Lake Forest Park, indemnify and defend it from any claim, damages, injuries, or judgments, including reasonable attorney's fees, arising from or related to violations of such other laws or regulations.

I, the undersigned, certify (or declare) under penalty under the laws of the State of Washington that the above answers are true and complete to the best of my knowledge. I also grant his/her or its permission for public officials and staff of the City of Lake Forest Park to enter the subject property for the purpose of inspection and posting attendant to this application.

Date

Signature of applicant, owner or representative

***Official review of a permit application will not commence until the responsible official has determined that all materials necessary for a complete application have been received.**