



Department of Community Development
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LAND USE APPLICATION

CHAPTER 20.05 & 20.15 SMC

State Environmental Policy Act (SEPA) Review

A SEPA review is a Type 2 land use action that is subject to the issuance of a SEPA threshold determination by the responsible city official. If triggered by a land use project action (such as a land use application), the SEPA environmental checklist and supporting material shall accompany the application for land use action. If triggered by a construction project action (including but not limited to grading permits for >500 cubic yards), applicants shall submit their SEPA review application concurrent with their construction permit application. In general, the Department of Community Development will not process stand-alone SEPA reviews. Only in particular cases will the Department perform a SEPA review separately from an accompanying land use application.

Procedures and standards regarding the timing and content of environmental review are outlined in Chapter 20.15 SMC.

Applicant Information

Name: _____ Owner Name (if different): _____
E-mail: _____ Company (if applicable): _____
Address: _____ Phone: _____

Property Information

Property Address: _____ Parcel Number(s): _____
Total Square Feet: _____ Development Name: _____
Current Zoning: _____
Critical Areas on or near property: _____

Required Documents

Submittal Instructions

- If applying in person, applicants must [schedule an intake appointment](#).
- If applying in person, one paper copy of each document is required, including a signed version of this cover sheet, unless otherwise stated.
- A PDF version of all documents is required at time of submittal, either on a USB drive or CD. File names must contain the document type as listed on this form, the name of the applicant, and the submittal date. For example: *Project_Narrative_Smith_01-18-2018*.

Submittal Documents

- [Acceptance of Financial Responsibility / Affidavit of Applicant Status](#)
- Critical Area Affidavit
- Critical Area Study (if applicable)
- Geotechnical Report (if applicable)
- Mailing List ([Template](#)) and [Map](#)
 - a. Mailing list and map to include all property owners within 1,000 feet of the subject site (2,000 feet for properties within EHNSWB overlay).
- Plan Set (3 copies)
- Pre-Application Conference Notes (if applicable)
- Project Narrative
- [SEPA Environmental Checklist](#)
- Signed Application Form

Fees

Type 2 Land Use Application Counter Service Intake Fee	\$264
Legal Notice Posting	\$315
Legal Notice Publication/Mailing	\$282
Critical Areas Review	\$660
SEPA Determination	\$660

The listed fees are initial deposit amounts based on hourly rate. If the initial deposits have been exhausted before the project is completed an additional deposit will be required in the amount estimate by the Department of Community Development round to the nearest 10-hour increment.

Signatures

I certify that all of the information submitted in this application including any supplemental information is true and complete to the best of my knowledge and I acknowledge that willful misrepresentation of information will terminate this permit application. I have read this application in its entirety and understand that my submittal will be reviewed for completeness and, if found to be complete, will be processed in accordance with Chapter 20.05 SMC.

Applicant, Representative, and/or Owner Signature:

Date:

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Date: