

# REASONABLE USE EXCEPTION APPLICATION

## ABOUT REASONABLE USE EXCEPTIONS

A Reasonable Use Exception is to be used only when the requirements of [Sammamish Municipal Code 21A.50](#) would deny all reasonable uses of a property.

With approval, a reasonable use exception can make allowances for alterations of critical areas, critical area buffers and setbacks so that reasonable use can occur.

## APPLICATION REVIEW PROCESS

A Reasonable Use Exception is Type 2 decision made by the Director.

## FEES

Applicants are responsible for providing an initial deposit (as well as additional deposits as needed) to cover all application review costs.

FEES APPLICABLE TO THIS PROJECT
Counter Service Intake, Type 2
Preliminary Review Deposit
Legal Notice – Publication & Mailing Deposit
Environmental Consultant Services (if applicable)
Environmental Checklist Review (if applicable)
<a href="#">See current fee schedule</a>

### Code Reference

Critical Area Exceptions  
[SMC 21A.50.070 \(2\)](#)

### Resources

[King County iMap](#)  
[Sammamish Property Tool](#)

### Questions?

[Submit Project Guidance](#)  
[Visit the Permit Center](#)

City of Sammamish  
801 228th Ave SE  
Sammamish, WA 98075  
[www.sammamish.us](http://www.sammamish.us)

# REASONABLE USE EXCEPTION APPLICATION

## OWNER INFORMATION

 Owner is organized as an LLC\*

Name: \_\_\_\_\_ Company: \_\_\_\_\_  
(if applicable)

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

## APPLICANT/REPRESENTATIVE INFORMATION

 Applicant is organized as an LLC\*

Name: \_\_\_\_\_ Company: \_\_\_\_\_  
(if applicable)

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

*\*O2020-513 requires owners/applicants organized as a single-member or multiple-member LLC to provide the names and addresses of all members, including all individuals who hold transferable interests in the applicant or its members. Please provide this information using the supplemental form on [www.MyBuildingPermit.com](http://www.MyBuildingPermit.com).*

## PROPERTY INFORMATION

Property Address: \_\_\_\_\_

Parcel Number(s): \_\_\_\_\_

Total Lot Area(s): \_\_\_\_\_ Total Critical Areas on Property: \_\_\_\_\_  
(Square Feet) (Square Feet)

Please complete the below for any critical areas on property:

Type	Total Area (Square Feet)	Type	Total Area (Square Feet)
<input type="checkbox"/> Frequently flooded area	_____	<input type="checkbox"/> Lake	_____
<input type="checkbox"/> Landslide area	_____	<input type="checkbox"/> Critical aquifer recharge area	_____
<input type="checkbox"/> Seismic hazard area	_____	<input type="checkbox"/> Wetland	_____
<input type="checkbox"/> Erosion hazard area	_____	<input type="checkbox"/> Stream	_____
<input type="checkbox"/> Erosion hazard near sensitive water bodies overlay	_____	<input type="checkbox"/> Fish & wildlife habitat conservation area	_____

Do you control the property where the work is being proposed (lease, easement, or fee-ownership)?  
 Yes  No

**Property Information continued on next page**

## REASONABLE USE EXCEPTION APPLICATION

### PROPERTY INFORMATION CONTINUED

Is the proposed project located on a parcel that abuts the King County Trail Corridor?

- Yes  No

Does the proposal require the use of or crossing the King County East Lake Sammamish Regional Trail for access to the project site?

- Yes  No

### SUBMITTAL CHECKLIST

A PDF of each document is required at time of submittal. Please label files as numbered and listed below:  
(For example: *02 Project Narrative*)

- 01. Signed Application Form
- 02. Project Narrative
- 03. Preapplication Conference Letter
- 04. Acceptance of Financial Responsibility - Affidavit of Applicant Status
- 05. Historic Resources Affidavit
- 06. Water Availability Certificate
- 07. Sewer Availability Certificate
- 08. Preliminary Septic Approval (if required)
- 09. Eastside Fire & Rescue Plan Review Sheet
- 10. Title Report (<30 days old)
  - Must be less than 30 days old
  - Must be for the parcel(s) related to this application
- 11. Declaration of Covenant & Easement
- 12. Legal Description
  - Must be for parcel(s) related to this application
  - Must be a title verified description by a Washington State licensed surveyor
- 13. Mailing List, Map, and Labels
  - Include all property owners within 1,000 feet of the site (2,000 feet for properties within the Erosion Hazard Near Sensitive Water Bodies overlay)
  - Utilize the Excel template provided and upload a PDF version, with the map, under “Mailing List, Map, and Labels” in MyBuildingPermit.com
  - After submittal, the City will request the Excel version of the template via email

**Submittal Checklist continued on next page**

# REASONABLE USE EXCEPTION APPLICATION



## SUBMITTAL CHECKLIST CONTINUED

- 14. SEPA Checklist
- 15. Critical Area Affidavit
- 16. Critical Area Study
- 17. Geotechnical Report
- 18. Criteria Compliance Narrative

Detail how the application meets the criteria listed in [SMC 21A.50.070 \(2\)](#) through the following:

- The application of [Chapter 21A.50 SMC](#) would deny all reasonable use of the property
- There is no other reasonable use with less impact on the critical area
- The proposed development does not pose an unreasonable threat to the public health, safety, or welfare on or off the development proposal site and is consistent with the general purposes of [SMC 21A.50](#) and the public interest
- Any alterations permitted to the critical area shall be the minimum necessary to allow for reasonable use of the property; and any authorized alteration of a critical area under [SMC 21A.50.070](#) shall be subject to conditions established by the department including, but not limited to, mitigation under an approved mitigation plan
- Provide a Neighborhood Land Development Analysis

- 19. Survey – Boundary and Topographic
- 20. Traffic Concurrency Certificate
- 21. Storm Drainage Analysis (Technical Information Report)
- 22. PW Standards Deviation (if proposed)
- 23. Plan Set

## CERTIFICATIONS & SIGNATURES

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

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Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant/Representative Signature (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

# REASONABLE USE EXCEPTION APPLICATION

## ONLINE SUBMITTAL INSTRUCTIONS

- 1 Create an account on [MyBuildingPermit.com](http://MyBuildingPermit.com).

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- 2 Select "Apply For Permit" and then select "Sammamish" as the jurisdiction.

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- 3 Select the following:
 

<u>Application Type</u>	<u>Project Type</u>	<u>Activity Type</u>	<u>Scope of Work</u>
Land Use	Any Project Type	Use Approval	Reasonable Use

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- 4 Complete & save this form before uploading it in the "File Upload" section along with the required submittal documents.