

# WET SEASON WORK REQUEST

## ABOUT WET SEASON WORK

Between October 1st and March 31st, approval of a Wet Season Work Request is required for any clearing and grading work associated with an issued Site Development Permit or Building Permit, for the following areas:

- Erosion Hazard areas
- Erosion Hazard Near Sensitive Water Bodies Overlay areas
- Wetland Management area

Additionally, a Building Inspector or Public Works Inspector may determine a Wet Season Work Request is required for any site at risk of contributing pollution to streams and wetlands.

Note that in addition to the required submittal items, the Community Development Director may require additional studies of the site hydrology, soils and storm water retention, and may also require grading, structural improvements, erosion control measures, restoration plans, and/or an indemnification/release agreement.

## APPLICATION REVIEW PROCESS

The City may halt wet season construction if necessary, to protect the hazard area and/or to prevent downstream impacts.

## 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 1
Preliminary Review Deposit
Consultant Review, Actual Cost
<a href="#">See current fee schedule</a>

## Submittal Instructions

Complete & save this form before uploading it and the required documents to the "File Upload" section of the associated permit at MyBuildingPermit.com.

## Code Reference

Environmentally Critical Areas  
SMC 21.03.020

## 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)

# WET SEASON WORK REQUEST

## OWNER INFORMATION

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

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

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

## APPLICANT/REPRESENTATIVE INFORMATION

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

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

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

## PROJECT INFORMATION

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

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

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

Associated Permit Number: \_\_\_\_\_

24-Hour Contact Name: \_\_\_\_\_ 24-Hour Contact Phone: \_\_\_\_\_

## 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
  - Briefly describe the site conditions including vegetative coverage, slope, soil type, and proximity to receiving waters
  - Include limitations on activities and the extent of disturbed areas
  - Briefly describe the proposed erosion and sedimentation control measures
  - Briefly describe the projected schedule (including date of completion)
- 03. Bond Quantity Worksheet

**Submittal Checklist continued next page**

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## SUBMITTAL CHECKLIST CONTINUED

- 04. Temporary Erosion and Sediment Control (TESC) Management Plan prepared by a Licensed Civil Engineer with specialty in Geotechnical Engineering
  - Describe how storage of construction site runoff and treatment of runoff will be sufficient to meet water quality standards prior to discharge.
  - Identify who will be the designated State of Washington Certified Erosion and Sediment Control Lead (CESCL) for your project. This person must be on-call to respond to temporary erosion and sediment control noncompliance, conduct daily and post-storm inspections of temporary erosion, and oversee sediment control best management practices.
  - Describe the water-quality monitoring plan for site discharges. This should include measuring turbidity of storm water released from the site and maintaining records of monitoring data that shall be available upon request by the City or the Department of Ecology. For projects that disturb one acre or more, describe how monitoring protocols conform to the monitoring requirements of the construction storm water general permit. For all other projects, describe how monitoring protocols conform to the Surface Water Design Manual.
  - Describe the contingency plan to be used if monitoring shows discharge water quality exceeds water quality standards. Include corrective actions, best management practices, and the specific materials to be stockpiled for use in an erosion and sediment control response.
  - Describe the seasonal suspension plan for suspending work until the end of the rainy season if temporary erosion and sediment control measures are found to be inadequate.
  - Summarize the pre-design site inspection that was provided by a licensed engineer or geologist to identify erosion hazard areas, no-disturbance areas, other environmentally critical areas, and resources downstream of the site that are to be protected, pursuant to SMC 21.03.020(W)(1)(a)(ii).
  - Provide calculations for construction storm water systems and temporary erosion and sediment control best management practices sized for a minimum of a 10-year storm interval, when applicable.
  - Describe the vegetation management plan approved by a qualified professional for establishment of permanent vegetation on the site following completion of clearing and grading work.

## 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 the approval of this work request. I understand that my submittal will be reviewed for completeness and, if found to be complete, will be processed pursuant to [SMC 21.09.010](#).

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

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