

REASONABLE USE EXCEPTION APPLICATION

ABOUT REASONABLE USE EXCEPTIONS

A Reasonable Use Exception is to be used only when the requirements of [Sammamish Municipal Code 21.04.010](#) 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

FEES APPLICABLE TO THIS PROJECT
Reasonable Use Exception Planning Review
Environmental Checklist Review (if applicable)
Reasonable Use Exception Engineering Review
15% Technology Fee
See current fee schedule

Code Reference

Critical Area Exceptions
[SMC 21.04.010\(D\)](#)

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

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.*

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)
☐ Frequently flooded area	_____	☐ Lake	_____
☐ Landslide area	_____	☐ Critical aquifer recharge area	_____
☐ Seismic hazard area	_____	☐ Wetland	_____
☐ Erosion hazard area	_____	☐ Stream	_____
☐ 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

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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 500 feet of the site (radius must be large enough to include a minimum of 20 separate property owners)
 - Utilize the Excel template provided and upload a PDF version, with the map, under “Mailing List, Map, and Labels” on www.MyBuildingPermit.com
 - After submittal, the City will request the Excel version of the template via email

Submittal Checklist continued on next page

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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 21.04.010\(D\)](#) through the following:

- The application of [SMC 21.04.010](#) 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 21.04.010](#) 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 21.04.010\(D\)](#) 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 [SMC 21.09.010](#).

Owner Signature: _____ Date: _____

Applicant/Representative Signature (if applicable): _____ Date: _____

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ONLINE SUBMITTAL INSTRUCTIONS

1 Create an account on MyBuildingPermit.com.

2 Select “Apply For Permit” and then select “Sammamish” as the jurisdiction.

3 Select the following:

Application Type

Land Use

Project Type

Any Project Type

Activity Type

Use Approval

Scope of Work

Reasonable Use

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