



# General Application Form

Case Number: \_\_\_\_\_

## Applicant Information

Applicant/Contact: \_\_\_\_\_ Phone: \_\_\_\_\_  
*Last First*

Address: \_\_\_\_\_  
*Street Address Apartment/Unit #*

\_\_\_\_\_ *City State ZIP Code*

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

## Property Information

Property Address: \_\_\_\_\_  
*Street Address County Assessor # / Parcel #*

\_\_\_\_\_ *City State ZIP Code*

Zoning District: \_\_\_\_\_ Site Size: \_\_\_\_\_

## Description of Project

Brief description:  
\_\_\_\_\_  
\_\_\_\_\_

Are you requesting a consolidated review per CMC 18.55.020(B)? YES  NO

Permits Requested:  Type I  Type II  Type III  Type IV, Other

## Property Owner or Contract Purchaser

Owner's Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
*Last First*

\_\_\_\_\_ *Street Address Apartment/Unit #*

\_\_\_\_\_ *City State Zip Code*

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

## Signature

I authorize the applicant to make this application. Further, I grant permission for city staff to conduct site inspections of the property.

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

Note: If multiple property owners are party to the application, an additional application form must be signed by each owner. If it is impractical to obtain a property owner signature, then a letter of authorization from the owner is required.

### Staff Use

Date Submitted:	Pre-Application Date:	Validation of Fees
Staff:	Related Cases # <input type="checkbox"/> Electronic Copy Submitted	

**Application Checklist and Fees [updated on January 1, 2024]**

◇ Annexion	\$987 - 10% petition; \$4,195 - 60% petition	001-00-345-890-00	\$
◇ Appeal Fee		001-00-345-810-00	\$456.00 \$
◇ Archaeological Review		001-00-345-810-00	\$157.00 \$
◇ Binding Site Plan	\$2,148 + \$25 per unit	001-00-345-810-00	\$
◇ Boundary Line Adjustment		001-00-345-810-00	\$118.00 \$
◇ Comprehensive Plan Amendment		001-00-345-810-00	\$6,662.00 \$
◇ <u>Conditional Use Permit</u>			
Residential	\$3,908 + \$110 per unit	001-00-345-810-00	\$
Non-Residential		001-00-345-810-00	\$4,949.00 \$
◇ Continuance of Public Hearing		001-00-345-810-00	\$599.00 \$
◇ Critical or Sensitive Areas (fee per type)		001-00-345-810-00	\$886.00 \$
	(wetlands, steep slopes or potentially unstable soils, streams and watercourses, vegetation removal, wildlife habitat)		
◇ <u>Design Review</u>			
Minor		001-00-345-810-00	\$495.00 \$
Committee		001-00-345-810-00	\$2,716.00 \$
◇ Development Agreement	\$1,002 first hearing; \$617 ea. add'l hearing/continuance	001-00-345-810-00	
◇ Director's Interpretation			\$366.00
◇ <u>Engineering Department Review - Fees Collected at Time of Engineering Plan Approval</u>			
Construction Plan Review & Inspection	(3% of approved estimated construction costs)		
Modification to Approved Construction Plan Review	(Fee shown for information only)		\$480.00
Single Family Residence (SFR) - Stormwater Plan Review	(Fee shown for information only)		\$238.00
Gates/Barrier on Private Street Plan Review	(Fee shown for information only)		\$1,191.00
◇ <u>Fire Department Review</u>			
Short Plat or other Development Construction Plan Review & Insp.		115-09-345-830-10	\$322.00 \$
Subdivision or PRD Construction Plan Review & Inspection		115-09-345-830-10	\$402.00 \$
Commercial Construction Plan Review & Inspection		115-09-345-830-10	\$480.00 \$
◇ Franchise Agreement Administrative Fee			\$5,954.00 \$
◇ <u>Home Occupation</u>			
Minor - Notification (No fee)			\$0.00
Major		001-00-321-900-00	\$78.00 \$
◇ LI/BP Development	\$4,949 + \$43.00 per 1000 sf of GFA	001-00-345-810-00	\$
◇ Minor Modifications to approved development		001-00-345-810-00	\$480.00 \$
◇ Planned Residential Development	\$40 per unit + subdivision fees	001-00-345-810-00	\$
◇ <u>Plat, Preliminary</u>			
Short Plat	4 lots or less: \$2,214 per lot	001-00-345-810-00	\$
Short Plat	5 lots or more: \$8,204 + \$261 per lot	001-00-345-810-00	\$
Subdivision	\$8,204 + \$261 per lot	001-00-345-810-00	\$
◇ <u>Plat, Final:</u>			
Short Plat		001-00-345-810-00	\$229.00 \$
Subdivision		001-00-345-810-00	\$2,716.00 \$
◇ Plat Modification/Alteration		001-00-345-810-00	\$1,367.00 \$
◇ <u>Pre-Application (Type III or IV Permits)</u>			
No fee for Type I or II			
General		001-00-345-810-00	\$405.00 \$
Subdivision (Type III or IV)		001-00-345-810-00	\$1,041.00 \$
◇ SEPA		001-00-345-890-00	\$926.00 \$
◇ Shoreline Permit		001-00-345-890-00	\$1,367.00 \$
◇ <u>Sign Permit</u>			
General Sign Permit	(Exempt if building permit is required)	001.00.322.400.00	\$47.00 \$
Master Sign Permit		001.00.322.400.00	\$144.00 \$
◇ <u>Site Plan Review</u>			
Residential	\$1,316 + \$36 per unit	001-00-345-810-00	\$
Non-Residential	\$3,289 + \$71 per 1000 sf of GFA	001-00-345-810-00	\$
Mixed Residential/Non Residential	(see below)	001-00-345-810-00	\$
	\$4,636 + \$36 per res unit + \$71 per 1000 sf of GFA		
◇ Temporary Use Permit		001-00-321-990-00	\$92.00 \$
◇ Variance (Minor)		001-00-345-810-00	\$794.00 \$
◇ Variance (Major)		001-00-345-810-00	\$1,481.00 \$
◇ Zone Change (single tract)		001-00-345-810-00	\$3,825.00 \$

*Fees reviewed & approved by Planner:*

*Initial                      Date*

**Total Fees Due:**                      \$