



Planning and Development Services

Type
A-11b

REQUEST FOR APPLICATION OF BUFFER WIDTH PERFORMANCE STANDARDS (VARIANCE) SUBMITTAL CHECKLIST

The following information is needed in order for your application to be submitted for review. Please read each item carefully and provide all applicable information.

- City of Shoreline Permit Application Form** (attached)
- Detailed Description of Proposed Buffer Width Variance(s)**
- Critical Areas Worksheet** (attached)
- Buffer Width Performance Standards (Variance) Criteria Sheet** (attached)
- Site Plan:** Submit two (2) copies drawn to scale, such as 1" = 20' on 8 ½" x 11" or 8 ½" x 14" paper. The site plan is a graphical representation of your total property as seen from above.. Also submit one additional copy (can be a reduced scale) on a separate 8 ½ x 11 sheet and include a vicinity map.
Please show the following details on the site plan, when applicable:
 - ◆ Graphic scale and north arrow
 - ◆ Name, address, and phone number of the person who prepared the drawing
 - ◆ Vicinity map
 - ◆ Easements which are on or adjacent to the property, including utility, drainage, access, open space. Include the King County recording number for existing easements
 - ◆ Dimensions of all property lines
 - ◆ Setbacks, including front, side, and rear
 - ◆ All existing buildings and structures, including fences, on subject lot and all structures within 20 feet of lot lines on adjacent lots
 - ◆ Distances between structures and property lines
 - ◆ Type, location and dimensions of existing and proposed easements, driveways and internal access roads
 - ◆ Parking layout, with all walkways
 - ◆ All adjacent streets
 - ◆ Significant topographic features such as creeks, rivers, wetlands, drainage swales, steep slopes, etc.
 - ◆ Sight distance for all entries onto city streets
 - ◆ Delineated Critical Areas and required Buffer Areas (as per Code)
 - ◆ Proposed Buffer Areas
- Submittal Fee:** Determined by \$121/hour. A deposit of \$363 for three hours work is required.
Please note: Fees effective 01/01/2003 and are subject to change.

Other Issued Permits or Information

Engineering Plans, Drainage Analysis, Environmental Checklist and other special studies may be required, such as wetland report, geotechnical analysis, traffic study, etc.

NOTE: Please be sure that all drawings are clear and information is legible. No pencil drawings will be accepted.