

Critical Areas Determination – (includes Flood Hazard determination) Zoning: _____**Critical Areas Suspected or known to be on the parcel*:**

- Geologic Hazard Area (landslide, erosion, seismic, & volcanic)
- Wildlife Habitat Areas
- Wetlands
- Flood Hazard Area
- Groundwater Protection Area
- Stream (and River)

Critical Area Reports completed or required*:

- Geologic Hazard Critical Area Report
- Wetland Critical Area Report
- Base Flood Elevation Certificate
- Other Critical Area Report (please specify)

*Subject to verification by Planning Department Staff.

 Fees

The building permit plan review fee is due upon application for the permit. The remaining fees are paid at the time of permit issuance. There may be other permit fees associated with other permit applications required to be completed with the Building Permit.

 Mobile Homes

- Washington Installer's Certification Number (WAINS) for the installer and a copy of the installer's certification from the Washington State Dept. of Labor and Industries must accompany the building permit application.
- If located within a park, a copy of the original approved site plan for the park must accompany the permit application.
- If located in a park, the site plan must show distances between the dwelling, its accessory structures and adjacent dwellings and their accessory structures.

- Fire Sprinkler Permit** – You may be required to install a fire sprinkler system if you do not meet certain criteria which is determined by the Valley Regional Fire Authority. You will need to contact the Fire Marshall's office for determination. They can be reached at 253-931-3066.

 Utility Connection Permit Application (see below for other required permits)

- Water Service Connection**
- Sanitary Sewer Service Connection**

Public Facilities: **City of Auburn Utility Availability Form attached**

You will need to obtain the Utility Availability Verification from the Public Works Department prior to application submittal.

Does the Availability form indicate that an Extension of Public Facilities is required?

- Yes**, a Facility Extension is required and has been submitted **FAC#** _____, **or**
- Yes**, a Facility Extension Application is required and a request to defer the construction of the improvements is attached to the application.

Acceptance of a request for deferral of improvements does not indicate acceptance and if not approved by the City a Facility Extension application for the construction of those improvements will be required and may delay review of the building permit.

- No**, a Facility Extension Application is not required.

Does the Availability form indicate that service is being provided by another agency?

- Yes**, Other Agency Certification is required and is being submitted with the building permit application as follows:

The City of Auburn serves the majority of properties located within the city limits. In the case that another sewer or water district (such as Lakehaven or Bonney Lake) serves the subject property, an availability certificate must be obtained from the district and accompany the building permit application to the City.

Is an Availability Certificate required?

- Yes, an Availability Certificate is attached from the following provider(s):
- No

Is the property being served for sewer using an on-site septic system?

- Yes, Health Department Approval is attached from: King Pierce
- No

Is the property being served for water by a private well?

- Yes, a copy of the recorded well covenant is attached.
- No
- No, Other Agency Certification is not required.**

Storm Permit Application (storm system shown on site plan) STM# _____

The storm permit is issued with the Building Permit. The storm system must be shown on the site plan in accordance with the City of Auburn Stormwater Management Manual (SWMM) and the "Residential Drainage System Handout" or equivalent meeting city standards. You may also be required to apply for a Dept. of Ecology Construction Stormwater permit. There is an informational packet attached to this checklist.

If your project disturbs 1 acre or more of land, an Ecology Construction Stormwater General Permit is required. See the handout "Focus on Construction Stormwater General Permit" for more information.

- Ecology Construction Stormwater General Permit** has been applied for and a copy of the final permit will be required prior to issuance of the building permit.

City of Auburn Public Street Improvement Requirements attached

You will need to obtain the Public Street Requirements verification from Public Works Department prior to application submittal.

Does the Requirement form indicate that public street improvements are required?

- Yes**, a Facility Extension Application is required and has been submitted **FAC# _____** Or
- Yes**, a Facility Extension Application is required and a request to defer the construction of improvements is attached to the application.

Acceptance of a request for deferral of improvements does not indicate acceptance and if not approved by the City a Facility Extension application for the construction of those improvements will be required and may delay review of the building permit.

- No**, a Facility Extension Application is not required.

Is a traffic analysis required?

- Yes**, and it is attached
- No**

If a Facility Extension application is not required, does the proposed work include the construction of new driveways, sidewalks or curbing?

- Yes**, a Special Permit is required and has been applied for: **SPC# _____**
- No**

If a Facility Extension application is not required, does the proposed work involve impacts to the City's right-of-way above those covered by a Special Permit above?

- Yes**, a Construction (Excavation) Permit is required and has been applied for **EXC# _____**
- No**

- Temporary Erosion Control for Small Sites** – The applicant has been provided with the City's handout.

<input type="checkbox"/> This checklist is deemed incomplete by: _____ Date: _____
<input type="checkbox"/> This checklist has been reviewed and receipted in by: _____ Date: _____
PERMIT NUMBER _____