



Submittal Worksheet
**CRITICAL AREAS PERMIT:
MITIGATION PLANS**

WHAT IS THE PURPOSE OF THIS WORKSHEET?

This worksheet is to help prospective applicants prepare the required documentation needed to submit a complete application. Please note that this is not the official application, but a tool to assist in the compilation of the materials required for the review by the City. It is important that prospective applicants contact the Planning and Building Division prior to submitting an application as some projects may not require the submittal of all the materials listed or may require additional materials not listed. In order to help work out any potential problems before the formal submittal, the City of Bonney Lake encourages applicants to attend a pre-application meeting.

DIGITAL SUBMITTAL REQUIRED

The City has implemented a paperless permit system for all planning permits. All required application materials are required to be submitted electronically to the Bonney Lake Permit Center. Please contact the Bonney Lake Permit Center at (253) 447-4344 regarding the submittal process. All submittal documents are required to be consistent with the Digital Submittal Requirements.

Land Use Application: The Land Use Application must be signed by the property owner or the applicant must also submit a notarized copy of the Agent Authorization Form.

Fee: \$750

Mitigation Plan: Containing the following information:

1. Analysis of the anticipated impacts on functions and values.
2. Strategy for mitigating the impacts, including site selection factors.
3. An analysis of the existing and anticipated functions and values at the mitigation site, including an assessment of risks.
4. A review of the best available science relative to the proposed mitigation.
5. Specific standards for evaluating whether the mitigation is successful.
6. Detailed construction plans, including:
 - a. Construction timing;
 - b. Grading and excavation details;
 - c. Erosion and sediment control features;

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- d. Planting plan including species and spacing;
 - e. Critical Area acreage;
 - f. Vegetation and fauna;
 - g. Surface and subsurface hydrology;
 - h. Soils, substrate, and topography;
 - i. Required buffers; and
 - j. Property ownership
7. Measures to protect plants until established and control invasive species.
 8. A program for monitoring the mitigation over at least five years.
 9. Potential corrective measures should the monitoring indicate the performance standards are not being met.
 10. Statement of qualifications consistent with BLMC 16.20.090.A.