



## CRITICAL AREA VARIANCE

### **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:** \$3,000

**Project Narrative:** The project narrative must include a brief explanation of the project and written response explain how the project satisfy the following criteria established by BLMC 16.20.145:

1. The provisions of this title would deny all reasonable use of the property and that here is no other reasonable use with less impact on the critical area or its buffer.
2. The variance is the minimum necessary to allow a reasonable use of the property.
3. The proposed development does not pose an unreasonable threat to the public health, safety, or welfare on or off the property.
4. The proposal conforms with all other applicable regulations and code provisions.
5. The applicant has proposed all reasonably possible mitigation pursuant to BLMC 16.20.130(E)(3), or has shown that no mitigation is reasonably possible.
6. The need for the variance is not the result of the applicant's deliberate actions.
7. The variance would not impact anadromous fish habitat.

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**Site Plan:** The site plan shall be on twenty-four (24) inch by thirty-six (36) inch sized paper landscape orientation with a maximum scale of one (1) inch equals forty (40) feet displaying the following:

1. Scale of drawing, scale bar, date of drawing, and North Arrow.
2. Subject property with all property lines dimensioned.
3. Existing and proposed structures and distances to property lines.
4. Square footage of lot(s) and of existing and proposed structures.
5. Impervious surfaces allowed and proposed.
6. Location of the nearest street(s).
7. Location of off street parking areas.
8. Location of open space and landscaping areas.
9. Existing and proposed land contours at two (2) foot intervals. Areas within the boundary that will not be altered by the development may be indicated as such and contours approximated for that area.
10. The approximate location of trees over 4.5 inches in diameter as measured 4.5 feet above the ground, their size and their species.
11. Location of critical areas as defined in Title 16 Division II BLMC