



CITY OF TUMWATER
 555 ISRAEL RD. SW, TUMWATER, WA 98501
 (360) 754-4180
 Email: cdd@ci.tumwater.wa.us

**WETLAND PERMIT
 Submittal Checklist**

TUM -	DATE STAMP

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APPLICANT INFORMATION (please print neatly)

NAME OF APPLICANT: _____

SUBJECT PROPERTY INFORMATION

ADDRESS OF PROPERTY (COMPLETE): _____

If a development is proposed within a wetland and/or wetland buffer, a complete application shall consist of all items on this checklist unless modified or waived by Staff.

A. APPLICATION FORMS AND REQUIRED COPIES	N/A	Provided	Staff
1. Provide a complete and signed (by owner or authorized representative) application and applicable fee.		<input type="checkbox"/>	<input type="checkbox"/>
2. SEPA checklist, and applicable fee.		<input type="checkbox"/>	<input type="checkbox"/>
3. Water and Sewer Availability certificate from City of Tumwater Public Works, if requesting new or additional water and/or sewer service.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. One copy of the Site Plan and a Wetland Report prepared in accordance with TMC 16.28.140.C.		<input type="checkbox"/>	<input type="checkbox"/>

B. SITE PLANS	N/A	Provided	Staff
1. The site plan(s) shall be on a minimum of 18"x24" to a maximum of 24"x36" sheet(s) drawn to a scale of no more than 1"=20' and no less than 1"=100', unless otherwise approved by the City. The plan(s) shall be a drawing of the entire contiguous parcel(s) showing the following information:			<input type="checkbox"/>
a. Date, scale, and north arrow.		<input type="checkbox"/>	
b. Section, Township, Range and Sheet Number.		<input type="checkbox"/>	
c. Vicinity Map showing location of the site and its relationship to surrounding areas, including existing streets, driveways, major physiographic features such as railroads, lakes, streams, shorelines, schools, parks and other prominent features.		<input type="checkbox"/>	
d. Boundaries of the parcel(s) included in the application.		<input type="checkbox"/>	
e. Location and dimensions of any existing and proposed easements and right-of-way for public services or utilities contained within the parcel(s).	<input type="checkbox"/>	<input type="checkbox"/>	
f. Location of:			
- All existing (and if proposed to remain or be removed) and proposed structures, and distances to property lines.	<input type="checkbox"/>	<input type="checkbox"/>	
- Size (square footage) and height of each building (existing and proposed).	<input type="checkbox"/>	<input type="checkbox"/>	
- On-site septic systems and reserve areas.	<input type="checkbox"/>	<input type="checkbox"/>	

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B. SITE PLANS (CONTINUED)	N/A	Provided	Staff
- All on-site and off-site wells (within 200 feet) with their protective radii. If there are no on-site or off-site wells, a statement to that effect must be placed on the Site Plan.		<input type="checkbox"/>	
- All parking spaces.	<input type="checkbox"/>	<input type="checkbox"/>	
- On-site utilities including existing and proposed storm-drainage Systems.	<input type="checkbox"/>	<input type="checkbox"/>	
- Permanent features which will have an impact upon the application, such as all existing or platted street, utility rights-of-way, etc.	<input type="checkbox"/>	<input type="checkbox"/>	
- Wetlands with associated buffers.	<input type="checkbox"/>	<input type="checkbox"/>	
- Riparian areas with associated buffers.	<input type="checkbox"/>	<input type="checkbox"/>	
- Identified geological hazardous areas.	<input type="checkbox"/>	<input type="checkbox"/>	
- Designated flood hazard areas with reference to the FIRM map and panel number.	<input type="checkbox"/>	<input type="checkbox"/>	
g. Project Information block shall also be placed on the face of the site plan as follows:			
- Applicant: name, address, contact number(s).		<input type="checkbox"/>	
- Representative: name, address, contact number(s).	<input type="checkbox"/>	<input type="checkbox"/>	
- Assessor's parcel number(s).		<input type="checkbox"/>	
- Total area (acreage and square footage) of parcel.		<input type="checkbox"/>	
- Size (square footage) of each building.	<input type="checkbox"/>	<input type="checkbox"/>	
- Proposed use (single family, duplex, etc).	<input type="checkbox"/>	<input type="checkbox"/>	
- Percent of site covered with impervious surfaces.	<input type="checkbox"/>	<input type="checkbox"/>	
- Number of parking spaces.	<input type="checkbox"/>	<input type="checkbox"/>	
- Critical areas including buffers (acreage and square footage).	<input type="checkbox"/>	<input type="checkbox"/>	
- Zoning.		<input type="checkbox"/>	
- Water provider.		<input type="checkbox"/>	
- Sewer provider.		<input type="checkbox"/>	
- Electricity provider.		<input type="checkbox"/>	
- Telephone provider.		<input type="checkbox"/>	
- Gas provider.		<input type="checkbox"/>	
- Refuse collection, including recycling.		<input type="checkbox"/>	
- School District.		<input type="checkbox"/>	
- Cable/TV provider.		<input type="checkbox"/>	
2. Two full-size copies of a conceptual utility plan on a minimum of 18"x24" to a maximum of 24"x36" sheet(s) drawn to a scale of no more than 1"=20' and no less than 1"=100', unless otherwise approved by the City. The plan shall include the location of existing and proposed water mains, fire-hydrants (on-site and off-site with adjacent street right-of-way), sewer mains, water laterals/meters, sewer laterals, proposed grinder pump systems (if applicable), proposed sewer pump station (if applicable), storm water collection and retention/detention systems, and street lights (public and private).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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C. OTHER DOCUMENTS	N/A	Provided	Staff
1. Forester's Report / Tree Protection Plan, prepared in accordance with TMC 16.08.050.C.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Fish and Wildlife Habitat Protection Plan, prepared in accordance with TMC 16.32.090.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. ELECTRONIC SUBMITTAL	N/A	Provided	Staff
1. Submitting online: Upload documents, naming them with the project address and document name (project address – application, checklist, plans, etc).	<input type="checkbox"/>	<input type="checkbox"/>	
Submitting in person: USB drive containing apps, checklist, plans, reports, etc. as outlined under B and C above, in PDF-file format. Maximum format shall be 300 dpi.	<input type="checkbox"/>	<input type="checkbox"/>	

I verify that all required documents associated with this application have been submitted.

Signature of Applicant

Date