



CITY OF  
**SUMNER**  
WASHINGTON

# City of Sumner Shoreline Substantial Development Permit Application

(Please fill out ALL fields unless otherwise noted)

Community Development  
1104 Maple Street, Suite 250  
Sumner, WA 98390  
Tel. (253)299-5530 Fax: (253)299-5539  
[www.ci.sumner.wa.us](http://www.ci.sumner.wa.us)

**File Number:** \_\_\_\_\_

Site/Project Address (if available):		Parcel #:		
Owner:	Phone:	Email:		
Owner Address:		City:	State:	Zip:
Surveyor/Engineer/Contractor:		Phone:	Contractor License Number:	
Address:	Email:	City:	State:	Zip:
Contact Person:	Phone:	Fax:		
Contact Address:	Email:	City:	State:	Zip:
<b>Description of Project:</b>				

### ***Supporting Materials Required:***

**Office Applicant - (please check off all applicable "applicant" boxes)**

**This Application Form and Checklist**

**Site Plan (1:40 scale - No site plan required for interior tenant improvements)      1 - Copy 8.5" x 11"**

- Vicinity map
- Project zoning
- Property line dimensions
- All public and private roads, driveway access and all easements (specify type on or adjacent to the site)
- Existing and proposed fire hydrant locations and all water main sizes; if no hydrants on site, distance to the nearest hydrants
- All major man-made features; drainage ditches, railroad tracks, etc.
- Proposed building locations; setbacks from property lines and distance between structures proposed and existing
- Building dimensions including height and number of stories
- Paved and parking areas including parking locations, maneuvering areas, loading areas, handicapped stalls, walkways, etc
- Type of construction
- Proposed uses
- Proposed landscaped areas
- Outside storage areas, including type of surface and product to be stored
- Proposed trash dumpster location
- Proposed on-site utilities including sanitary sewer, storm drainage, water services (both domestic fire irrigation)
- Type of detention/retention system and treatment for stormwater
- Environmental constraints identified and delineated
- Is the project in a flood zone? What is the base flood elevation?



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**PAGE 2**

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- Shoreline Diagrams 5 - Copy or 11" x 17"
- Mailing list of all property owners within 500 ft, 1000 if project is in M1 zone – electronically (Excel)
- Landscape Plan 5 - Copy or Reduction 11" X 17"
- Title Report 2 - Copy or Reduction 8.5" x 11"
- Legal Description 2 - Copy or Reduction 8.5" x 11"
- SEPA Checklist (Consult staff concerning fee) 5 - Copy or Reduction 8.5" x 11"
- Elevations (Design Review Required– please consult Planning staff) 5 - Copies- 11" x 17"
- Permit fee (Please consult the Permit Specialist for the fee amount)

**NOTES:**

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT.

\*\*BY LEAVING THE CONTRACTOR INFORMATION SECTION BLANK, I HEREBY CERTIFY FURTHER THAT CONTRACTORS (GENERAL OR SUBCONTRACTORS) WILL NOT BE HIRED TO PERFORM ANY WORK IN ASSOCIATION WITH THIS PERMIT. (building permits only)

*Daniel K. Balmelli*

SIGNATURE OF OWNER / AUTHORIZED AGENT

\_\_\_\_\_  
PRINTED NAME

DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_