



City of Bothell™

# DEVELOPMENT SERVICES

BUILDING • COMMUNITY RISK REDUCTION • ENGINEERING • PLANNING • PERMIT SERVICES • TRANSPORTATION

Submit this completed form at City Hall, or use [www.MyBuildingPermit.com](http://www.MyBuildingPermit.com) to submit your application online.

## NON-RESIDENTIAL ACCESSORY STRUCTURE

2a

This checklist is applicable to accessory structures with no habitable area such as a generator pad/enclosure, a liquid propane gas tank pad/enclosure, and dumpster/trash enclosure installation applications.

This intake checklist identifies minimum application elements necessary for the City of Bothell to accept the application. Should any of the following items not be provided, the application will not be accepted. Acceptance of an application deems the application complete.

**6 (six)** complete plan sets are required.

This checklist applies to installation of any propane tank or generator with a gross weight over 400 pounds or 70 gallons. Submittal fees are due at intake.

Development Services permit application per BMC 11.06.002. An application shall consist of all materials required by the applicable development regulations for the specific permit(s) sought, and shall include the following general information:

- | Applicant  | Staff                    |
|--|--------------------------|
| <input type="checkbox"/> A completed & signed Permit Application form.....   | <input type="checkbox"/> |
| <input type="checkbox"/> Submittal fees (plan check fee + fire plan check fee + technology fee) .....  | <input type="checkbox"/> |
| <input type="checkbox"/> Development Review Billing Form D .....   | <input type="checkbox"/> |
| <input type="checkbox"/> A property and/or legal description of the site for all applications, as required by the applicable development regulations | <input type="checkbox"/> |

### Site Plan minimum 8 1/2" X 11" size paper at a scale of 20' equals 1" showing the proposed structure in plan view indicating:

- |   |                          |
|---|--------------------------|
| <input type="checkbox"/> North arrow .....  | <input type="checkbox"/> |
| <input type="checkbox"/> Existing and proposed streets surrounding the property .....   | <input type="checkbox"/> |
| <input type="checkbox"/> Existing and proposed contours (2 foot increments where <15% slope, 5 foot increments where the slope is 15% or greater)   | <input type="checkbox"/> |
| <input type="checkbox"/> If present, environmentally sensitive areas on site, adjacent to, or within 200 feet (such as wetlands, steep slopes, top and toe of slope, rivers, streams, etc.) | <input type="checkbox"/> |
| <input type="checkbox"/> Distance between any other building, structure, property line or vegetation and the tank .....   | <input type="checkbox"/> |
| <input type="checkbox"/> If present, any surface waters within 200 feet of property .....   | <input type="checkbox"/> |
| <input type="checkbox"/> Property lines .....   | <input type="checkbox"/> |
| <input type="checkbox"/> All present improvements on property .....   | <input type="checkbox"/> |
| <input type="checkbox"/> Legal description and assessors parcel number .....  | <input type="checkbox"/> |
| <input type="checkbox"/> Location of existing and/or proposed easements .....   | <input type="checkbox"/> |

### Construction Details (drawn to scale, 1/8 inch = one foot, minimum), as applicable:

- |   |                          |
|---|--------------------------|
| <input type="checkbox"/> Elevation drawings.....  | <input type="checkbox"/> |
| <input type="checkbox"/> Dimensions of the mounting pad .....                               | <input type="checkbox"/> |
| <input type="checkbox"/> Construction details of the pad or enclosure .....                 | <input type="checkbox"/> |
| <input type="checkbox"/> Engineering calculations and details of the anchoring system. .... | <input type="checkbox"/> |
| <input type="checkbox"/> Capacity of the tank in gallons (if applicable) .....              | <input type="checkbox"/> |

### Additional Permits Required with Generator Installation:

- |  |                          |
|--|--------------------------|
| <input type="checkbox"/> Mechanical permit for gas piping (if applicable) .....      | <input type="checkbox"/> |
| <input type="checkbox"/> Fire Department Permit if the tank is over 125 gallons..... | <input type="checkbox"/> |

Other items may be required to be submitted for an application in order to ensure that the application is consistent with the Bothell Municipal Code.