



City of Bothell™

DEVELOPMENT SERVICES

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

NON-RESIDENTIAL ACCESSORY STRUCTURE

2a

Submit your application online at www.MyBuildingPermit.com.

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.

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:

- North arrow
- Existing and proposed streets surrounding the property
- Existing and proposed contours (2 foot increments where <15% slope, 5 foot increments where the slope is 15% or greater)
- 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.)
- Distance between any other building, structure, property line or vegetation and the tank
- If present, any surface waters within 200 feet of property
- Property lines
- All present improvements on property
- Legal description and assessors parcel number
- Location of existing and/or proposed easements

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

- Elevation drawings.....
- Dimensions of the mounting pad
- Construction details of the pad or enclosure
- Engineering calculations and details of the anchoring system.
- Capacity of the tank in gallons (if applicable)

Additional Permits Required with Generator Installation:

- Mechanical permit for gas piping (if applicable)
- Fire Department Permit if the tank is over 125 gallons.....

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.