



City of Bothell

DEVELOPMENT SERVICES

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

CRITICAL AREAS IDENTIFICATION & CRITICAL AREAS ALTERATIONS

Apply online at www.MyBuildingPermit.com

Select application type: Land Use > Any Project Type > Critical Areas > Critical Areas Permit

25

This checklist identifies minimum application elements necessary for Community Development and Public Works to accept the application for further processing. Acceptance of an application does not guarantee completeness. The City will take up to 28 days to make a completeness determination.

Applications for project permits shall be submitted to the city upon forms provided by the director, 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
☐ A property and/or legal description of the site for all applications, as required by the applicable development regulations.	☐
☐ Development Review Billing Form (Form D)	☐
☐ Application fee due at submittal: see Land Use and Planning Fees form C	☐

Additional application requirements per 14.04.240(C):

Applicant	Staff
☐ A map using a scale of 100 feet to one inch or larger of the property indicating whether a critical area or buffer is located on the site, and if so, their boundaries. Maps and inventories of identified critical areas, which are on file at the City of Bothell, Department of Community Development may be used to alert the public and staff to the possibility of the presence of a critical area as defined by BMC Title 11. An applicant is responsible, however, for indicating the presence of a critical area whether or not it is reflected on said maps.	☐
☐ All maps, drawings, text and other materials necessary to fully describe the proposed development or other use of property, including the proposed alteration of a critical area or areas.	☐

Other Submittal Requirements:

☐ Vicinity map	☐
☐ Tree retention plan consistent with BMC 12.18.030	☐
☐ Notes and determinations from the pre-application conference (if applicable)	☐
☐ A completed SEPA Checklist. A SEPA review will be required as part of the CAAP application if SEPA review has not been accomplished to date for any work proposed in association with the CAAP. The scope of work described in this application must be consistent with that analyzed under the original SEPA threshold determination.	☐

Special Studies (if applicable):

Applicant	Staff
☐ A special study delineating the critical area(s) boundary(s) and describing the critical area characteristics, at a minimum. The type of special study submitted will depend upon the type of critical area on the site and whether or not such special studies have already been submitted as part of an associated land use permit application. Such special studies may include, but not be limited to, the following:	☐
☐ A Wetlands Delineation and Categorization Study	☐
☐ A Stream Delineation and Assessment Study	☐

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25

- | | |
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| ☐ A Geological Hazards Study..... | ☐ |
| ☐ A Critical Aquifer Recharge Area Study..... | ☐ |
| ☐ A Frequently Flooded Areas Study..... | ☐ |
| ☐ A Fish and Wildlife Habitat Conservation Areas Study..... | ☐ |
| ☐ A Biological Evaluation or Biological Assessment (if work is to occur within the Ordinary High Water Mark). | ☐ |

Mitigation Plan:

Applicant

Staff

- | | |
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| ☐ If there are any critical areas or buffer areas proposed to be altered, a detailed Mitigation Plan shall be provided. | ☐ |
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NOTE: Other items may be required to be submitted for a CAAP Application to be consistent with the Bothell Municipal Code.

The applicant is responsible for all notification (posting, mailing and publishing) as required by Title 11.04 in the Bothell Municipal Code.

Time Limitation. A critical area alteration permit shall be valid for the same period of time as the underlying development permit. If there is no underlying development permit, the critical area alteration permit shall be valid for a period of one year from the date of issue and shall expire at the end of that time unless a longer period is requested by the applicant and approved by the community development director upon issuance of the permit. An extension of an original permit for an additional one year may be granted upon written request to the community development director by the original permit holder or the successor in title. Prior to the granting of an extension, the community development director may require updated studies if, in the director's judgment, the original intent of the permit is altered or enlarged by the renewal, if the circumstances relevant to the review and issuance of the original permit have changed substantially, or if the applicant failed to abide by the terms of the original permit

Commented [NS1]: Should we not include the rest of what BMC 14.04.240.F says?

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25

City of Bothell Critical Area Identification Form

Date: _____

Applicant name: _____

Project/site name: _____

Project #: _____

Project Information

Location of the proposed activity (street address and/or city block and street name):

Tax Parcel #(s):

Type of proposed development or alteration:

Are other permits or approvals needed?

_____ Yes

_____ No

_____ Not sure

If yes, describe?

Site Information

Briefly describe the existing site, including current and past uses of the property:

City of Bothell Critical Areas Identification Form

Are there any mapped or known wetlands, critical aquifer recharge, frequently flooded, geologically hazardous or fish and wildlife habitat areas on, or within 300 feet of, the site as defined in BMC Title 14.04?

_____ Yes

_____ No

_____ Not sure

If yes, describe the critical area(s) and proximity to site:

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25

Have any critical areas tracts or protection easements been recorded on the title of the property or adjacent properties?

- _____ Yes
_____ No
_____ Not sure

Has a critical area review, or other environmental review, been conducted for another project located on or adjacent to the site?

- _____ Yes
_____ No
_____ Not sure

City of Bothell Critical Areas Identification Form

Is there evidence of the following on/near the site? Check all that apply:

- ☐ Surface waters including stream, intermittent streams, drainage channels, and/or ditches
- ☐ Clay, peat or muck soils
- ☐ Evidence of standing water or soil saturation (cracked soil, bare soils, etc)
- ☐ Depressions areas or swales
- ☐ Seeps or springs
- ☐ Plants such as cattail, buttercup, yellow iris, reed canary grass, bulrush, skunk cabbage, water lily, or other wetland plants?
- ☐ Evidence of flooding (drift lines, flood debris, etc)
- ☐ The site is within the 100-year flood plain, shown on flood insurance maps published by FEMA, or on other local flood maps
- ☐ Slopes greater than ~15 % (What is the steepest slope? _____)
- ☐ Evidence of erosion, unstable soil, or cracks on hillsides
- ☐ Ponds or wetlands
- ☐ Mature forests/stands of trees
- ☐ Large snags
- ☐ Stormwater treatment or detention facilities
- ☐ Wells (active or abandoned)
- ☐ Drainage tiles or other subsurface drainage features