

Development Information

General Information

What percentage of the site will be landscaped?	What percentage of the site will be covered by impermeable surfaces?	What percentage of the site will be cleared (vegetation removal and soil movement)?
Number of parking spaces provided:	What is the existing use of the site? <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Vacant /Undeveloped <input type="checkbox"/> Other: _____	

Residential (complete this section for residential and mixed uses projects)

Number of proposed buildings:	Number of proposed dwelling units (apartments, condominiums etc.):
How many dwellings are on the property now? Will any be demolished or removed?	

Commercial or Industrial (complete this section for commercial or industrial projects)

How many new buildings will be constructed?	Estimated number of employees:
How many tenant spaces will be created?	Hours of operation:
Will any hazardous or dangerous chemicals, substances, or materials stored, processed, handled, or sold on-site (not including incidental quantities used for cleaning or maintaining the premises): <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, describe:

Application Requirements

The following items must be included in order for an application to be considered complete. The City of Burlington will not process incomplete applications. Unless otherwise noted seven copies of each required item are required and all application materials shall be on 8 ½" x 11" paper. An electronic copy of all applications materials should also be provided on CD, DVD, or flash drive.

Item	Explanation	Applicant Initials	Staff Initials
A site plan drawn to scale	The site plan must be drawn to scale using a common engineering scale. Full size plan sheets may be submitted		

	<p>provided reduced size copies are also provide on 11" x 17" or 8 1/2" x 11" paper. Site plans shall include the following information:</p> <ul style="list-style-type: none"> • Location and dimensions of all property boundaries; • Location and dimensions of all existing and proposed buildings, structures and fences; • Natural features such as streams, ditches, wetlands, special flood risk areas, geologic hazards, and steep slopes; • Approximate location of storm-water facilities and infiltration areas; • Parking areas, access roads, sidewalks and other pedestrian access features; • Location and dimension of all adjacent public streets, roads, and alleys; • The percentage of the site covered by impervious surfaces; • Location and dimensions of existing and proposed utilities; • Location of trash enclosures; • Flood zone boundaries and elevations 		
Landscaping plan	<p>A landscaping plan shall be submitted demonstrating compliance with Chapter 17.50 BMC. Landscaping plans shall include locations, spacing, quantities, species and sizes of proposed plants and trees, dimensions of planting areas, calculation of percentage of site to be landscaped, staking and planting plans, irrigation plans (may be on separate sheet), and other non-plant features to be included in the landscaping, such as river rock, pedestrian paths, benches, large stones, garden ornaments, or special lighting features.</p>		
Soils report	<p>The soils report must be prepared by a licensed engineer or geologist and must identify areas of the site suitable for storm-water infiltration and low impact development features. This report should be consistent with the Washington State Department of Ecology's "Storm-water Manual for Western Washington" and the Puget Sound Partnership's "Low Impact Development Technical Guidance Manual for Puget Sound". This requirement may be waived for simple small scale projects with the City Engineer's approval.</p>		
Floodplain habitat assessment (if required)	<p>For projects in the floodplain a habitat assessment is required unless the development is exempt based on FEMA guidelines.</p>		
Drawings of all proposed buildings	<p>Conceptual drawings shall be provided showing basic floor plans, building elevations, and sections. These drawings must be to scale and must show the height of the proposed buildings and the location of all entrances, and exits.</p>		
Lighting plan	<p>Show the location and type of each proposed exterior lighting fixture</p>		

