

Engineering Permit Application

This **Engineering Permit Application** form is required for clearing, grading, roadway development, site development, and stormwater applications. For standalone right-of-way applications or applications only for utility work within the right-of-way, please use the [Right-of-Way Permit application form](#).

Please complete this form and submit it and all required documents to the Permit Center. Staff will review the application to determine if any additional information is needed. Once the application is complete, staff will review the application concurrent with any other permits required by the City. Additional information can be found in the City's [Development Standards](#) and in the [Mukilteo Municipal Code \(MMC\)](#).

TYPE(S) OF PROPOSED DEVELOPMENT

Complete Sections I – IV, then complete this section.

[Chapter 15.16 MMC – Grading and Excavation](#)

Clearing Only (No Grading) *see Section I*

- No Related Permits
- Less Than 20,000 Sq. Ft.
- 20,000 Sq. Ft. or More

Clearing and Grading *see Section I*

Total Grading Volume, Cubic Yards: _____

Retaining Wall 4 Ft. or Taller, or that Supports Structural / Surcharge Loads *see Section II*

[Title 12 MMC – Rights-of-Way](#)

Roadway Development

Review Type (Choose One):

- New
- Amendment

Development Type (Choose One):

- Multi-Family, Commercial or Industrial
- Short Subdivision
- Full Subdivision

Right-of-Way *see Section III*

Permit Type (*see Fee Schedule for descriptions*):

- C
- D
- E
- F

NOTE: This application form is for projects with right-of-way **and** other work. For standalone right-of-way applications or applications for utility work within the right-of-way, please use the [Right-of-Way Permit application form](#).

[Chapter 13.12 MMC – Surface Water Management](#)

Stormwater Plan Review *see Section IV*

Review Type (Choose One):

- New
- Amendment
- Modification

Development Type (Choose One):

- Under Minimum Requirement (MR) Threshold
- MRs 1 – 5 Only
- MRs 1 – 9
- Short Subdivision
- Full Subdivision

[Stormwater Minimum Requirement Exception](#)

NOTE: Additional Hearing Examiner Fees may apply.

Stormwater System Transfer Fee

Other Type(s) of Proposed Development

[Development Standards Deviation Request\(s\)](#)

No. of Requests: _____

Other: _____

APPLICANT INFORMATION

Contractor

Applicant

Company: _____ Contact Name: _____
 Address: _____ City / State / ZIP: _____
 Email: _____ 24-Hour Phone: _____
 State Business License No.: _____ Mukilteo Business License No.: _____

Primary Contact

Applicant

Same as Above

Company: LEV architecture Contact Name: Jan Hromada
 Address: PO Box 33024 City / State / ZIP: Seattle, WA 98133
 Email: jan@levarchitecture.com 24-Hour Phone: 206-915-3412

Property Owner

Applicant

Same as Above

Name: Shawn Roten
 Address: 9910 MARINE VIEW DR City / State / ZIP: Mukilteo, WA 98275
 Email: washingtontimbercompany@gmail.com Phone: 425-210-9884

PROJECT INFORMATION

Location / Address: Vacant Property Parcel No(s): 00596901100100
 Project Name: Mukilteo Home Est. Start/End Date: Summer 2022
 Description of Work: Construction of a 2-storey new single family home with partial daylight basement.

The following list is meant to provide guidance. It is the applicant's responsibility to identify and obtain all required State, Federal, and/or other applicable permits and provide a copy to the City prior to issuance of an Engineering Permit.

1. A Department of Ecology Construction Stormwater Permit is required for projects that disturb one (1) acre or more. Will your project disturb one (1) acre or more of land through clearing, excavating, or stockpiling of fill? Yes No
 If yes, complete the Notice of Intent online at:
<http://www.ecy.wa.gov/programs/wq/stormwater/construction/enoi.html>
2. A [Forest Practices Permit](#) from the Washington State Department of Natural Resources (WADNR) is required for all projects removing and selling timber from the property site. Will your project remove and sell timber? Yes No
3. A [BNSF Rail Permit](#) is required for all proposals that use or access BNSF Railway right-of-way. Does your project involve BNSF Railway-managed property? Yes No
4. A [Hydraulic Permit Approval \(HPA\)](#) from the Washington State Department of Fish and Wildlife (WADFW) and / or from the US Army Corps of Engineers (USACE) is required for all fill, or work within, over, or under a stream or wetland. Will your project involve stream or wetland? Yes No

SECTION I: CLEARING AND GRADING

Check all that apply. Please see the specific definitions in [MMC 15.16.020\(B\)](#) for additional guidance.

1. Total Area of Land Disturbance (Clearing Area): 3,094.40 Sq. Ft.
2. Vegetation to be Removed:
 - Trees: _____ Sq. Ft. Canopy Shrubs / Lawn: 3,094.40 Sq. Ft.
 - [Noxious Weeds](#): _____ Sq. Ft. Noxious Weed Types: _____
3. Method of Land Disturbance: Hand Clearing Machine
4. Land Disturbance Outside the Building Footprint:
 - Exported: _____ CY Imported to Site: _____ CY
 - Re-Graded on Site: _____ CY Other: _____ CY
 - Total: _____ CY
5. Materials Disposal Site Address: _____
6. Maximum Height of Fill: _____ Ft. Maximum Depth of Cut: _____ Ft.
7. Identify any stream, surface water, drainage course, wetland or other critical area on or within 200 ft. of the site:
Stream & wetland areas on site

SECTION II: RETAINING WALLS

If a retaining wall is proposed, please check which applies. *Note: Height is measured from the bottom of the footing.*

- None Less Than 4 Ft., Not Load Bearing 4 Ft. or Taller Any Height and Load Bearing

SECTION III: RIGHT-OF-WAY

Type of work being performed in City of Mukilteo right-of-way (please check all that apply):

- | | | | |
|---|--|--|------------------------------------|
| <input type="checkbox"/> Cable | <input type="checkbox"/> Natural Gas | <input checked="" type="checkbox"/> Sewer | <input type="checkbox"/> Telephone |
| <input checked="" type="checkbox"/> Driveway | <input checked="" type="checkbox"/> Power | <input checked="" type="checkbox"/> Stormwater | <input type="checkbox"/> Water |
| <input checked="" type="checkbox"/> Frontage Improvements | <input type="checkbox"/> Small Cell Wireless | <input type="checkbox"/> Other: _____ | |

Is this project adjacent to a State Route (SR)? State Routes in Mukilteo include SR 525 (Mukilteo Speedway), SR 526 (Paine Field Boulevard), and the SR 526 Spur (84th St SW between SR 525 to SR 526)? Yes No

If Yes, submit a WSDOT-approved Traffic Control Plan, and any other WSDOT approvals necessary.

SECTION IV: STORMWATER

Important definitions for stormwater and for completing this section:

- **Impervious surfaces** are non-vegetated surface areas that either prevent or impair water entry into the soil. These surfaces cause water to run off the surface in greater quantities or at increased flow rates from natural conditions. Common impervious surfaces include, but are not limited to, roof tops, walkways, patios, gravel, asphalt, concrete and bricked surfaces.
- **Hard surfaces** include permeable pavement, decks, vegetated roofs, and all impervious surfaces.

Please see the specific definitions in [MMC 17.08.020\(B\)](#) for additional guidance.

A. Does the Project Propose to...

1. Result in 2,000 sq. ft. or more of new plus replaced hard surface area? Yes No
2. Disturb an area of land 7,000 sq. ft. or greater in size? Yes No
3. Connect to the City's stormwater system? Yes No

If the answer to **any** of the above is “**yes**”, then a Stormwater Permit is required. Complete Supplemental Stormwater Items B – F **and** provide all required submittals.

If the answer to **all** of the above is “**no**”, then a Stormwater Permit is not required. Complete Supplemental Stormwater Items B – E **and**:

1. If you are submitting a Building Permit Application as part of this proposal, complete the “Pollution Prevention Considerations” section on page 2 of the Building Permit Application; or
2. If you are **not** submitting a Building Permit Application as part of this proposal, complete the “Pollution Prevention Considerations” form included as part of this application.

B. Calculate Existing Impervious Surface Area

Enter the area for all existing impervious surfaces on the property. Only include those items that are impervious. Hard surfaces, such as porous pavement, will be considered in Step 3. If there are none to add, enter “0”.

Types of Improvements (Incomplete List)	Description of Area(s) in Sq. Ft. Ex. House (Sq. Ft.), Driveway (Sq. Ft.)	Existing Impervious Surface Area (Sq. Ft.)
Roof Structures (All Buildings):	Proposed home (1,166.73 sq.ft.)	Vacant un-developed site (0 sq.ft.)
Sidewalks / Walkways:		
Covered Porch / Deck / Patio:	Entry Deck 105.61 sq.ft.)	
Driveway (incl. Gravel Areas):	Driveway (284.77 sq.ft.)	
Parking Lot (incl. Gravel Areas):		
Other:		
Item B Total (Total Existing Impervious Surface):		0 Sq. Ft.

SECTION IV: STORMWATER, CONTINUED

C. Determine if the Project is “New Development” or “Redevelopment”

- If the result is **less than 35%**, use the flow chart in Item F for “new development”.
- If the result is **greater than or equal to 35%**, use the flow chart in Item F for “redevelopment”.

Item B Total (Sq. Ft.):	0
Total Site Area (Sq. Ft.):	45,276.09
	<i>(Item B ÷ Site Area)</i>
	<i>X 100</i>

Item C Result (% Existing Impervious Cover):	0	%
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D. Calculate Existing Hard Surface Area

Enter any existing hard surfaces **not included** in Item B. If there are none to add, enter “0”.

Types of Improvements (Incomplete List)	Description of Area(s) in Sq. Ft. Ex. House (Sq. Ft.), Driveway (Sq. Ft.)	Existing Hard Surface Area (Sq. Ft.)
Green Roof Structures:	_____	_____
Porous Sidewalks / Walkways:	_____	_____
Porous Porch / Deck / Patio:	_____	_____
Porous Driveway / Parking Lot:	_____	_____
Other:	_____	_____
Item D Total (Total Existing Hard Surface):		Sq. Ft.

SECTION IV: STORMWATER, CONTINUED

E. Calculate Proposed New and Replaced Hard Surfaces

Include all types of hard (and impervious) surfaces in the table. No "credit" is taken for replaced hard surfaces.

For example, if 1,500 sq. ft. of gravel is replaced with a 1,500 sq. ft. garage, this is entered as 1,500 sq. ft. of replaced hard surface. There is no deduction for the replaced gravel.

Enter "0" for sections that do not apply to your project.

Types of Improvements (Incomplete List)	Description of Area(s) in Sq. Ft. Ex. House (Sq. Ft.), Driveway (Sq. Ft.)	New Area (Sq. Ft.)	Replaced (Sq. Ft.)
Roof Structures (All Buildings):			
Green Roof (Not Incl. Above):			
Sidewalks / Walkways:			
Covered Porch / Deck / Patio:			
Uncovered Porch / Deck / Patio:			
Driveway (Impervious):			
Parking (Impervious):			
Pervious Paving Surfaces (All):			
Porous Sidewalks / Walkways:			
Right-of-Way Improvements (All):			
Other:			
<i>Subtotals:</i>			
Item E Total (New Plus Replaced Hard Surfaces):			Sq. Ft.

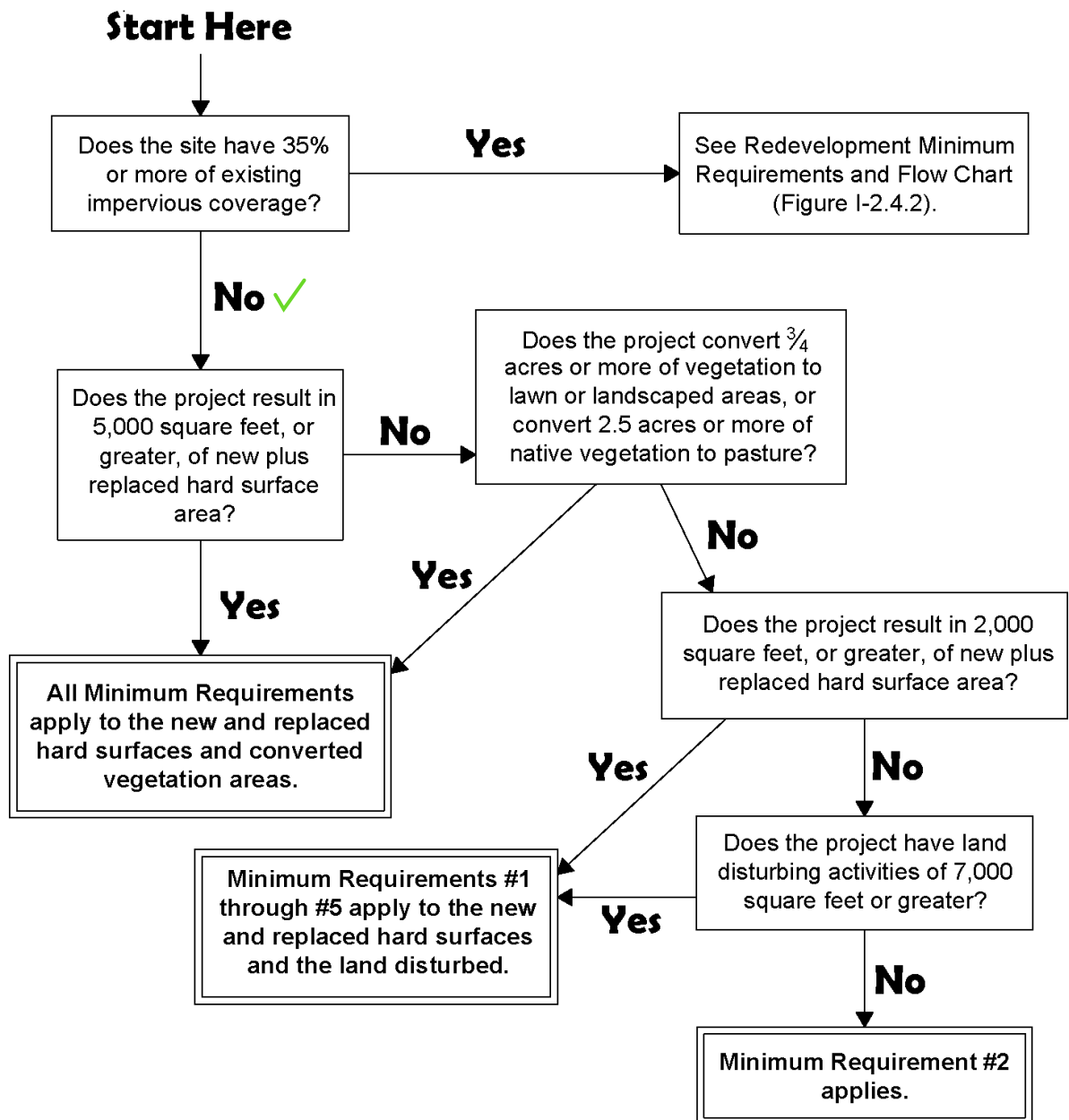
SECTION IV: STORMWATER, CONTINUED

F. Determine Stormwater Minimum Requirements (MRs)

- If the result from Item C is **less than 35%**, use the flow chart for “new development”.
- If the result from Item C is **greater than or equal to 35%**, use the flow chart for “redevelopment”.

Please circle or check your “yes” or “no” answers, below. Then fill in the result on Page 1.

Figure I-2.4.1: Flow Chart for Determining Requirements for New Development



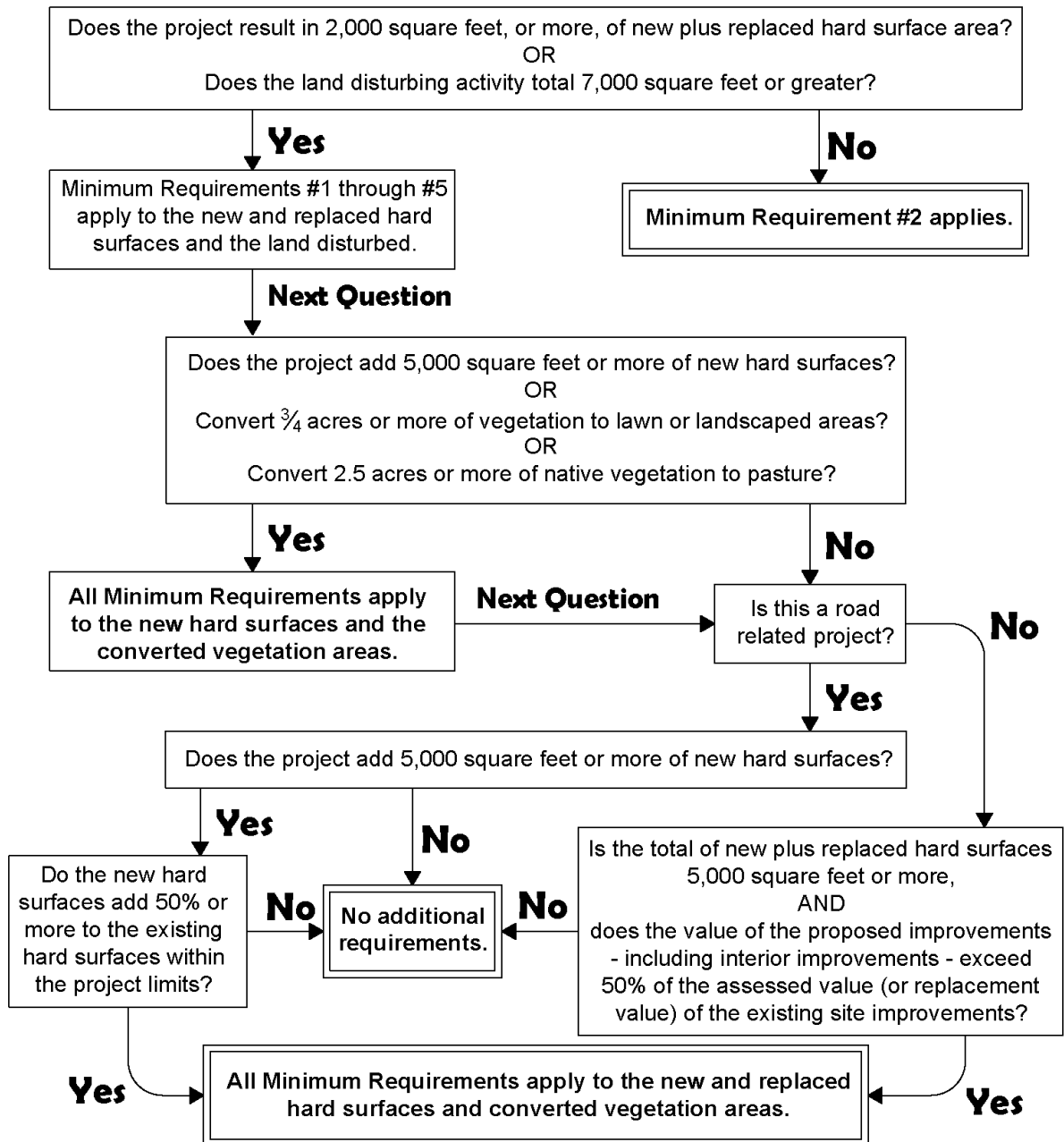
SECTION IV: STORMWATER, CONTINUED

F. Determine Stormwater Minimum Requirements (MRs), cont'd

- If the result from Item C is **less than 35%**, use the flow chart “new development”.
- If the result from Item C is **greater than or equal to 35%**, use the flow chart for “redevelopment”.

Please circle or check your “yes” or “no” answers, below. Then fill in the result on Page 1.

Figure II-2.4.2: Flow Chart for Determining Requirements for Redevelopment



ENGINEERING APPLICATION SUBMITTAL CHECKLIST	Quantity (Originals)	Submitted?	
		Y	N/A

Please submit an electronic copy to permittech@mukilteowa.gov and the number of hard copies as listed below. Hard copies may be delivered to Mukilteo City Hall, sent by mail or delivery service. Please check "N/A" if the submittal does not apply to your proposal.

1. Engineering Application	1	<input type="checkbox"/>	<input type="checkbox"/>
2. Civil Plans – 24" x 36" sheet size, except as noted	2	<input type="checkbox"/>	<input type="checkbox"/>
a. Cover Sheet	2	<input type="checkbox"/>	<input type="checkbox"/>
b. Site Plan	2	<input type="checkbox"/>	<input type="checkbox"/>
c. Reduced Site Plan – 11" x 17" sheet size	2	<input type="checkbox"/>	<input type="checkbox"/>
d. Topography Plan	2	<input type="checkbox"/>	<input type="checkbox"/>
e. Clearing and Grading Plan	2	<input type="checkbox"/>	<input type="checkbox"/>
f. Tree Protection and Retention Plan During Construction	2	<input type="checkbox"/>	<input type="checkbox"/>
g. Temporary Erosion and Sediment Control (TESC) Plan	2	<input type="checkbox"/>	<input type="checkbox"/>
h. Drainage Site Plan with Profiles and Details	2	<input type="checkbox"/>	<input type="checkbox"/>
i. Road and Transportation Plan, including related drainage	2	<input type="checkbox"/>	<input type="checkbox"/>
j. Mukilteo Traffic Control Plan (Temporary Traffic and Pedestrian Control Plan)	2	<input type="checkbox"/>	<input type="checkbox"/>
k. Landscape Plan	2	<input type="checkbox"/>	<input type="checkbox"/>
l. Soil Management Plan	2	<input type="checkbox"/>	<input type="checkbox"/>
m. Utility Plan (existing and proposed)	2	<input type="checkbox"/>	<input type="checkbox"/>
3. Geotechnical Full Report	2	<input type="checkbox"/>	<input type="checkbox"/>
4. Structural Plan for Engineered Walls	2	<input type="checkbox"/>	<input type="checkbox"/>
5. Geotechnical Report for Stormwater	2	<input type="checkbox"/>	<input type="checkbox"/>
6. Drainage Report / Stormwater Site Plan	2	<input type="checkbox"/>	<input type="checkbox"/>
7. Stormwater Pollution Prevention Plan (SWPPP)	2	<input type="checkbox"/>	<input type="checkbox"/>
8. Structural Plan for Stormwater Vault	2	<input type="checkbox"/>	<input type="checkbox"/>
9. Draft Physical Drainage Easement(s) per MMC 13.12.160(F)(1)	1	<input type="checkbox"/>	<input type="checkbox"/>
10. Draft City Stormwater Access Easement(s) per MMC 13.12.160(F)(3)	1	<input type="checkbox"/>	<input type="checkbox"/>
11. Draft Stormwater Maintenance Covenant per MMC 13.12.160(F)(7)	1	<input type="checkbox"/>	<input type="checkbox"/>
12. Approved WSDOT Traffic Control Plan (if impacting SR 525, SR 526 and/or SR 526 Spur)	1	<input type="checkbox"/>	<input type="checkbox"/>
13. Traffic Analysis / Impact Study	1	<input type="checkbox"/>	<input type="checkbox"/>
14. Draft Joint-Use & Maintenance Agreement for Private Roads/Joint-Use Driveways	1	<input type="checkbox"/>	<input type="checkbox"/>
15. Deviation Request(s) on the " Alternate Materials, Methods or Modifications " Form	1 of each	<input type="checkbox"/>	<input type="checkbox"/>
16. Copy of other agency permits, licenses or approvals.	1 of each	<input type="checkbox"/>	<input type="checkbox"/>

INSURANCE**A. Insurance Term**

The Permittee shall procure and maintain for the duration of the Permit, insurance against claims for injuries to persons or damage to property which may arise from or in connection with operations or activities performed by or on the Permittee's behalf with the issuance of this Permit.

B. No Limitation

Permittee's maintenance of insurance as required by the Agreement shall not be construed to limit the liability of the Permittee to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

C. Minimum Scope of Insurance

Applicant shall obtain insurance of the types and coverage described below:

1. Commercial General Liability insurance shall be at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from operations, products-completed operations, and stop-gap liability. There shall be no exclusion for liability arising from explosion, collapse or underground property damage. The City shall be named as an additional insured under the Permittee's Commercial General Liability insurance policy using ISO Additional Insured-State or Political Subdivisions-Permits CG 20 12 or a substitute endorsement providing at least as broad coverage.
2. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be at least as broad as Insurance Services Office (ISO) form CA 00 01.

D. Minimum Amounts of Insurance

Permittee shall maintain the following insurance limits:

1. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate and a \$2,000,000 products-completed operations aggregate limit.
2. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.

E. Other Insurance Provision

The Permittee's Commercial General Liability insurance policy or policies are to contain, or be endorsed to contain that they shall be primary insurance as respect to the City. Any insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Applicant's insurance and shall not contribute to it.

F. Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

G. Verification of Coverage

Permittee shall furnish the City with original certificates and a copy of the amendatory endorsements, including the additional insured endorsement, evidencing the insurance requirements of the Permittee before issuance of the Permit.

H. Notice of Cancellation

The Permittee shall provide the City with written notice of any policy cancellation, within two (2) business days of their receipt of such notice.

I. Failure to Maintain Insurance

Failure on the part of the Permittee to maintain the insurance as required shall constitute a material breach of the Permit, upon which the City may, after giving five (5) business days' notice to the Permittee to correct the breach, immediately terminate the Permit, or at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand.

J. City Full Availability of Consultant Limits

If the Permittee maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Permittee, irrespective of whether such limits maintained by the Permittee are greater than those required by this contract or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Permittee.

The acceptance of the conditions upon which this permit is granted shall be evidenced by the beginning of the installation of said FACILITIES as set forth herein.

INSURANCE ACKNOWLEDGEMENT

I hereby acknowledge that I have read and agree to comply with the above requirements regarding insurance.

Signature: _____

Date: _____

POLLUTION PREVENTION CONSIDERATIONS

The City requires applicants to consider and implement methods to prevent pollution and contaminants from entering the City's stormwater system and natural watercourses, including creeks, streams, ponds, wetlands, and Puget Sound.

Per [MMC 13.12.080\(A\)](#): "No person shall throw, drain, or otherwise discharge, cause or allow others under its control to throw, drain, or otherwise discharge into the municipal storm drain system and/or surface and ground waters, any materials other than stormwater..." Additional examples of prohibited contaminants are listed in the linked code section.

This form applies to all projects that require an Engineering Permit that does not have an associated Planning or Building permit. Please initial the boxes below to verify that you understand and agree to comply with each requirement, when applicable.

INITIALS POLLUTION PREVENTION MEASURES

- | | |
|-------|--|
| _____ | <ul style="list-style-type: none"> • My site is already developed, with existing vegetation. • Only the project area indicated on the Permit Application will be disturbed. |
| _____ | <ul style="list-style-type: none"> • There will be no dewatering (dewatering is removing of groundwater or surface water from a construction site). |
| _____ | <ul style="list-style-type: none"> • No dirt will be allowed to run off the property, enter the road, storm drains, ditches, streams, wetlands, or other water bodies. • If dirt will be moved off the site, all storm drain inlets within 150 feet of the project will have storm drain inlet protection (also known as catch basin inserts). |
| _____ | <ul style="list-style-type: none"> • My existing, paved or gravel driveway will be the construction entrance. • Any construction-related dirt and debris will be swept off the driveway and put into a trash can. • No pressure washing debris/water will enter the road, storm drains, or waterways. |
| _____ | <ul style="list-style-type: none"> • All soil piles not worked for more than 2 days will be covered with plastic. • Disturbed soil will have temporary cover (such as straw) during the project, when not being worked on. • When the project is complete, disturbed soils will be seeded, vegetated, and/or mulched. |
| _____ | <ul style="list-style-type: none"> • All project waste (pollutants) will be kept off of roads, and out of storm drains, ditches, streams, and wetlands. • Anticipated waste products are identified below. |
| _____ | <ul style="list-style-type: none"> • All erosion control measures, catch basin inserts, and pollutant controls will be removed prior to issuance of the project's final permit acceptance. • All wastes will be disposed of properly. |

ANTICIPATED WASTE PRODUCTS FOR THIS PROPOSAL INCLUDE... (CHECK ALL THAT APPLY)

- | | |
|---|--|
| <input type="checkbox"/> Exposed concrete aggregate wastewater or other concrete wash out waste | <input type="checkbox"/> Solid waste |
| <input type="checkbox"/> Paint and/or stains | <input type="checkbox"/> Pressure washing waste |
| <input type="checkbox"/> Cleaning solutions or other chemicals or materials | <input type="checkbox"/> Soil, rock, or other earthen debris |
| <input type="checkbox"/> Other: _____ | <input type="checkbox"/> None |

POLLUTION PREVENTION ACKNOWLEDGEMENT

As the project applicant / property owner, I understand it is my responsibility to assure that no soils, wash water, or waste products from my project enter the storm drain, are washed into the road, or are allowed to enter any water body. It is my responsibility to assure that my contractors are aware of these requirements.

For disposal information on solid waste, hazardous waste, recycling, and facility locations, visit Snohomish County's website. <https://snohomishcountywa.gov/207/Solid-Waste>

Signature: _____

Date: _____

INDEMNIFICATION

The permittee shall indemnify, defend and hold harmless the City, its officers, agents and employees, from and against any and all claims, losses or liability, including attorney's fees, arising from injury or death to persons or damage to property occasioned by the construction, installation, operation, location, maintenance, or any other cause related to the improvement for which this permit is granted. With respect to this permit and as to claims against the City, its officers, agents and employees, the permittee expressly waives its immunity under Title 51 of the Revised Code of Washington, the Industrial Insurance Act, for injuries to any employees the permittee may have, and agrees that the obligation to indemnify, defend and hold harmless provided for in this paragraph extend to any claim brought by or on behalf of any employee of the permittee. This waiver has been mutually negotiated by the parties as part of the permitting process and is given, as is the indemnification agreement contained within this paragraph, as consideration for issuance of a right-of-way use permit by the City. This paragraph shall not apply to any damage or injury resulting from the sole negligence of the City, its agents or employees. To the extent any of the damages or injuries referenced by this paragraph were caused by or resulted from the concurrent negligence of the City, its agents or employees, this obligation to indemnify, defend and hold harmless is valid and enforceable only to the extent of the negligence of the permittee, its officers, agents or employees, if any.

The acceptance of the conditions upon which this permit is granted shall be evidenced by the beginning of the installation of said FACILITIES as set forth herein.

CERTIFICATION AND INSURANCE

I hereby acknowledge that I have read this permit application in its entirety and know the same to be true and correct. I agree to comply with all conditions, city ordinances and state/federal laws regulating activities covered by this permit application. I also acknowledge that it is my responsibility to maintain public streets free of dirt and debris.

I further certify that I have read, completed and signed the attached insurance requirements and acknowledgements.

Signature: _____
Property Owner

Date: _____

Signature: _____
Applicant, if different

Date: _____