



DEPARTMENT OF PUBLIC WORKS	
PERMIT APPLICATION	Public Services Center 1350 McKittrick Street Wenatchee, WA 98801 Fax (509) 888-3201

Pre-Application Checklist

The following must be determined **before** submitting an application

Required Element

Material to be Moved: <input type="checkbox"/> 50-199 Cubic Yards <input type="checkbox"/> 200-499 Cubic Yards <input type="checkbox"/> ≥500 Cubic Yards	
	Project Size: work is for a project one acre in size or greater
	Project is less than 1 (one) acre but is part of a common plan of development or sale
	Project is located within a Critical Area
	Cubic Yards of Material to be Moved *50 Cubic yards or more will require full LSM permit

Application Checklist

The following elements must be submitted **with** your permit application

Applicant Checklist	LSM SIMPLE	LSM FULL	Required Element
	X	X	Contact Info & Signature Form
	X	X	Vicinity Map
	X	X	Site Plan (Drawn to a scale of one inch equals 20 feet)
Site Plan Requirements:			North Arrow in proper orientation
			All Property Lines and Dimensions
			Location and Dimensions of <ul style="list-style-type: none"> • All Existing and proposed development • To include: Structures, roads, sewer, stormwater and water lines, wells, landscape, utilities, easements, water bodies, floodplains, critical areas, drainage facilities, and on-site sewage disposal and drain field areas within the permit area boundary
	X	X	Erosion & Sediment Control (See below for requirements)
			Stormwater Pollution Prevention Plan (SWPPP) Required for all projects one (1) acre or greater or part of a common plan of development or sale (Required by WCC 9.20)
			Temporary Erosion Sediment Control Plan (TESC) Required when SWPPP is not required by WCC 9.20
		X	Engineered Land Surface Modification Plans (Projects in excess of 200 cubic yards)
			State Environmental Policy Act (SEPA) Checklist (Projects in excess of 500 cubic yards)



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Project Information:

Cubic Yards to Be filled:	<input type="text"/>
Cubic Yards to be excavated:	<input type="text"/>
Square Footage of Area to be disturbed:	<input type="text"/>

Will this be a balanced cut and fill entirely within the site? Yes No

If 'No': Will fill be brought on site? Yes No

From where does imported Fill Originate?

Will excavated material be taken off site? Yes No

If 'Yes': Where will materials be deposited?

1. *By signing this application, I authorize employees/agents of the City of Wenatchee to enter onto the property which is subject of this application during regular business hours. The sole purpose of entry is to make any examination of the property which is necessary to this application.*
2. *I certify that I am the owner of this property or the owner's authorized agent. If acting as an authorized agent, I further certify that I have full power and authority to file this application and to perform, on behalf of the owner, all acts required to enable the jurisdiction to process and review such application. I have furnished true and correct information. I will comply with all provisions of the law and ordinance governing this type of application. If the scope of work requires a licensed contractor to perform the work the information will be provided prior to permit issuance.*

Owner/ Agent Printed Name:	
Owner/ Agent Signature:	Date:

CITY OF WENATCHEE <b style="color: red;">PUBLIC WORKS APPLICATION ENGINEERED IMPROVEMENTS FOR SUBDIVISIONS OR PLANNED DEVELOPMENTS DEPARTMENT OF PUBLIC WORKS 1350 McKITTRICK ST., Suite A WENATCHEE, WA 98801 PH: (509) 888-3229		DATE APPLIED PERMIT NO. (ENTERED BY CITY STAFF) LSM- _____ - _____
PROJECT SITE ADDRESS:		PARCEL NO.
NAME OF PROJECT (Subdivision or PRD or Conditional Use Permit or Building Permit)		COMMUNITY DEVELOPMENT PERMIT NO.
PUBLIC IMPROVEMENTS (scope): <input type="checkbox"/> Erosion sediment control <input type="checkbox"/> Site grading, land modification <input type="checkbox"/> Sidewalk <input type="checkbox"/> ADA accessible route <input type="checkbox"/> Driveway approach <input type="checkbox"/> Curb and Gutter <input type="checkbox"/> Street surfacing / Paving <input type="checkbox"/> Street Trees in public place <input type="checkbox"/> Landscape / Ground cover in RW	<input type="checkbox"/> Public Sewer (wastewater) system <input type="checkbox"/> Private sewer lateral <input type="checkbox"/> Public Sewer metering facility <input type="checkbox"/> Public City Water main extension <input type="checkbox"/> Water service connections <input type="checkbox"/> Fire line connection (for building sprinklers) <input type="checkbox"/> Fire hydrant(s) <input type="checkbox"/> Public Storm water facilities <input type="checkbox"/> Private Storm water facilities	<input type="checkbox"/> Public Street lighting facilities <input type="checkbox"/> Structures / walls / stairs in RW <input type="checkbox"/> Pavement markings <input type="checkbox"/> Regulatory signs <input type="checkbox"/> Other Erosion/Sediment control, grading, paving, storm drainage, retaining walls (less than 4-ft high) landscaping and utilities all on private property.
AUTHORIZED AGENT:		DAY PHONE: () _____ CELL PHONE: () _____
MAILING ADDRESS: (STREET, P.O., CITY, STATE, ZIP)		CONTACT NAME: _____ EMAIL: _____
PROPERTY OWNER'S NAME:		DAY PHONE: () _____ CELL PHONE: () _____
MAILING ADDRESS: (STREET, P.O., CITY, STATE, ZIP)		EMAIL: _____
CONTRACTOR NAME (if different from applicant)	CITY AND STATE LICENSE NUMBER	DAY PHONE: () _____ OFFICE: () _____
MAILING ADDRESS: (STREET, P.O., CITY, STATE, ZIP)		EMAIL: _____
Is a Building or Land Use Permit associated with this proposal? Yes <input type="checkbox"/> No <input type="checkbox"/>		DATE STAMP
According to Wenatchee City Code, improvements that are part of a Subdivision or Planned Residential Development or Conditional Use permits or a Building permit are required to meet City standards, with approval by the City Engineer, this application for improvements is to verify that drawings and specifications meet those standards. This application provides a process to schedule inspections and document completion of the requirements.		
By signing below, I certify that the information provided with this application herein is true and accurate. I further certify that any and all work performed shall be done in accordance with the ordinances and laws of the City of Wenatchee, State of Washington.		
_____ Property Owner's Signature		_____ Authorized Agent / Applicant's Signature
_____ Print Name		_____ Print Name