**Utility Application Submittal Checklist**

**For PDS Use Only**

| PROJECT FILE NUMBER: | ______________________________ |
| UTILITY NAME: | ______________________________ |

**DPW REVIEW**
A pre-design review is required with the DPW for any proposal to install utilities underground in any arterial road right-of-way or in more than 2,000 feet of a non-arterial road right-of-way. Completed Pre-design Review Form shall be submitted with the right of way use permit application. Final approval of all utility installations within the road right-of-way rests with the County Engineer (EDDS 8-04 A). Open cut proposed within new pavement less than three years old requires an approved deviation from DPW (EDDS 8-05 (2)).

**CRITICAL AREAS**
Chapter 30.62A SCC - Critical Areas review is required if marked yes:
- Fish and wildlife habitat conservation
  - YES ☐ NO ☐ Wetlands
  - YES ☐ NO ☐ Lakes, streams and marine waters
  - YES ☐ NO ☐ Habitat for species listed as threatened or endangered under state or federal law
  - YES ☐ NO ☐ Habitat for state listed sensitive species
  - YES ☐ NO ☐ Habitat for species of local importance (see Chapter 30.62A SCC)
  - YES ☐ NO ☐ Are there impervious surfaces located in critical area buffers?
  - YES ☐ NO ☐ Are there impervious surfaces within 300 feet of a fish-bearing stream?

Chapter 30.62B SCC - Critical Areas review is required if marked yes:
- YES ☐ NO ☐ Geologically hazardous areas

Chapter 30.62C SCC – Critical Aquifer Recharge Areas
- YES ☐ NO ☐ Sole source aquifer
- YES ☐ NO ☐ Areas within the 10-year travel zone of Group A wellhead protection area
- YES ☐ NO ☐ Areas of high, medium, or low sensitivity to groundwater contamination

Chapter 30.65 SCC Special Flood Hazard Areas
- YES ☐ NO ☐ If yes, Flood Zone and FIRM Map Number: ______________________________

**GRADING (Projects vested prior to September 30, 2010):**
Chapter 30.63B SCC - Grading review is required if marked yes:
- YES ☐ NO ☐ Construction outside impervious surface of right-of-way (> than 14’ from centerline).
- YES ☐ NO ☐ Grading permit required > 100 cubic yards cut or fill, > 500 cubic yards = SEPA
- YES ☐ NO ☐ Construction also on private property or easements not part of R/W.

**DRAINAGE (EROSION CONTROL) (Projects vested prior to September 30, 2010):**
SCC 30.62.360 - BMPs & SCC 30.63A.220 - Erosion Control is required if marked no:
- Are erosion control measures (BMPs) addressed on plans. YES ☐ NO ☐
- Construction within impervious surface with BMPs YES ☐ NO ☐
DRAINAGE REVIEW (Projects vested prior to September 30, 2010):
Chapter 30.63A SCC – Drainage review is required if marked yes:

YES □ NO □ Targeted drainage plan- Utility construction > 200 sq. ft. and < 5000 sq. ft. within road side ditch or in area back of ditch to the edge of the right-of-way line.
YES □ NO □ Full drainage plan: Utility construction > 5000 sq. ft. within road side ditch or in area back of ditch to the edge of the right-of-way line.

LAND DISTURBING ACTIVITY (Clearing, grading, impervious surface, hard surface areas) (Projects vested on or after September 30, 2010 or vested on or after January 22, 2016) Chapter 30.63B SCC – submit a land disturbing activity plan when required. Check the applicable boxes:

YES □ NO □ Exempt from an LDA permit per SCC 30.63B.070
YES □ NO □ Land disturbing activity permit required for clearing
YES □ NO □ Land disturbing activity permit required for grading
YES □ NO □ Land disturbing activity permit required for creation of impervious surface (for projects vested on or after September 30, 2010 through January 21, 2016)
YES □ NO □ Land disturbing activity permit required for creation of hard surface (for projects vested on or after January 22, 2016)

DRAINAGE REVIEW (Projects vested on or after September 30, 2010 or vested on or after January 22, 2016) Chapter 30.63A SCC – see thresholds for stormwater site plans: SCC 30.63A.300 and 30.63A.310. Submit a Drainage Review Submittal Checklist/Form and check the applicable boxes:

YES □ NO □ Exempt from Chapter 30.63A SCC per SCC 30.63A.200
YES □ NO □ Targeted stormwater site plan (MRs 1-5: SCC 30.63A.805)
YES □ NO □ Full stormwater site plan (MRs 1-9: SCC 30.63A.815)
YES □ NO □ Full Stormwater Pollution Prevention Plan (SWPPP) (Chapter 30.63A SCC) for Erosion and Sediment Control to comply with Minimum Requirement 2 (SCC 30.63A.445 – 30.63A.450)
YES □ NO □ Small Project SWPPP (SCC 30.63A.810)

Exception from specific provisions under Minimum Requirements 1, 5, and 9 per SCC 30.63A.210 (Only for projects vested on or after January 22, 2016.)
YES □ NO □ Project meets criteria under SCC 30.63A.210. If Yes, MS4 determination required.

SHORELINE MANAGEMENT
Chapter 30.44 SCC – Master plan review or EXEMPTION from the requirement of obtaining a Shoreline Management Substantial Development Permit is required if marked yes:
YES □ NO □ Utility construction located in a shoreline management area

PERSONAL WIRELESS SERVICE FACILITIES (PWSF)
YES □ NO □ Personal wireless service facility is locating in the right-of-way on a new structure that is not an existing non County owned utility pole (if yes, Utility Pre-design Review is required)
YES □ NO □ Completed utility Pre-design Review (SCC 30.28A.170(3)(c)) (attach documentation)
YES □ NO □ Conditional Use Permit (CUP) and/or Commercial Building Permit (CBP) permit approval(s) for PWSF. Permit Number(s): _________________ (attach documentation)

SEPA
Chapter 30.61 SCC – SEPA review is required if marked yes:
YES □ NO □ Storm water, water or sewer lines > 8” in diameter
YES □ NO □ Natural gas transmission line
YES □ NO □ Electrical transmission line > 55,000 volts (115 Kv wire)

Accurate Footages Application Signed