



# MASTER SITE DEVELOPMENT PERMIT SUBMITTAL CHECKLIST (Light Rail Project Only)

## Planning & Community Development

A Master Site Development Permit is required for a Light Rail project for review and tracking of project-wide site development information and requirements on all parcels, and where applicable also on WSDOT limited access area. The following information is required to submit a Master Site Development permit application for review. If you have a question on required items, please call Juniper Nammi at (206) 801-2525 or stop by our office. Read each item carefully and provide all applicable information. **All construction drawings must be drawn to a standard architectural scale (e.g. 1/4" = 1'), while site plans and civil drawings must be drawn to a standard engineering scale (e.g. 1" = 20'). All drawings prepared by licensed architects or engineers must have the appropriate stamp and signature of the licensed professional on the face of the drawings at time of submittal. One (1) electronic copy of all items shall be submitted on a flash drive or request arrangements to submit via a cloud-based server; no paper submittals are required.**

- Permit Application.**
- Permit and Inspection Fees.** Sound Transit will be invoiced consistent with the terms of the Expedited Permitting and Reimbursement Agreement between the City of Shoreline and Sound Transit.
- Proof of ownership or required construction easements.** Provide property title and construction easements for all properties that are not fully owned by Sound Transit or for which ownership is not yet up to date in the online King County Assessor's records.
- Critical Areas.** Submit the most recent version of the Critical Area Report(s) and related plans or supplementary materials prepared for the project.
- Environmental Review.** No additional SEPA documentation required with this application. Environmental Review was previously provided and is accepted as complete – see SPL18-0140.
- Joint Aquatic Resources Application.** Submit copies of the approved State and Federal permits required as applicable to the project.
- NPDES Permit.** Submit a copy of the approved NPDES permit(s) from the WA Department of Ecology for the Project.
- Project-wide Site Plans.** Provide a 1" = 100' scale roll plot including the project extent within the City of Shoreline. Additional Site Plan drawings, to an appropriate standard engineering scale, shall be submitted for the Ronald Bog Park mitigation area and the Aldercrest staging area. Initial submittal must address scope of Early Work Package. Revision/supplementary submittal(s) may be required to add Main Package scope of work. Site Plans shall include the following information:
  - Name of firm(s) that prepared the drawings;
  - Graphic scale and north arrow;
  - Base map including labeled streets, city limits, property and ROW lines, and existing buildings and improvements on subject parcels and adjacent properties;
  - Construction zone/permit limits and labels;
  - Proposed Scope of Work – initial submittal should identify and label project Early Work (Main Package work may be added as a later revision submittal);
  - Areas of clearing and grading;
  - Identify structures to be demolished;
  - Locations of proposed Early Work utilities;
  - Critical areas and required buffers.
- Tree Plan.** Project-wide roll plot of all trees to be removed and retained shall be submitted together with written Tree Report. The combination of roll plot and report shall convey the following information:
  - All trees shall be assigned a unique identification number that is used consistently on the plans and in the tree report.
  - Location, size, species, and condition of all existing trees located within the project area including trees located on parcels, City ROW,

**Business Hours: M, T, Th, F: 8:00 a.m. to 5:00 p.m., W: 1:00–5:00 p.m. ♦ Permit Processing ends at 4:00 p.m. daily**

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and WSDOT ROW where located within the City limits.

- Identification of trees to be removed.
- Identification of trees to be retained.
- Show tree protection for all trees to be retained within 20' of proposed development, including trees on adjacent parcels or ROW.
- Graphic representation and written description of proposed tree protection measures.
- Calculation of required project-wide significant tree retention percentage and replacement.
- Tree replacement plan shall be consistent with SMC 20.50.360. Revised tree replacement plan may be submitted to incorporate SUP granted code modifications and the planting plans that are part of the Main Package.

- **Construction Management Plan.** Submit a project-wide construction management plan that includes, at a minimum, the following:
  - Overview and approach,
  - Maps and descriptions of work zones,
  - Phases of construction,
  - Coordination with other projects,
  - Coordination with other Transit Agencies and Schools,
  - Construction policies,
  - Community relations,
  - Environmental practices,
  - Roadway restoration, and
  - Construction organization chart and points of contact.

- **Construction Noise Control & Monitoring Plans.**
  - Submit the L200 and L300 Construction, Vibration, and Groundborne Noise Reports.
  - Supplemental submittal of project-wide Noise Control and Monitoring Plans to be prepared by the project contractors required prior to permit issuance.
- **Storm Water Pollution Prevention Plan.** Project-wide SWPPP shall be submitted that meets City of Shoreline requirements and the Washington State DOE requirements as required in the *Stormwater Management Manual for Western Washington*, 2014 or most current revision.
- **Supplemental Documents.** If not applicable to the early work scope, the following documents shall be provided as supplemental submittals or revisions after permit issuance to add Main Package scope of work to this permit.
  - Civil Calculations report for wet utilities.
  - Geotechnical reports or soils reports that address design basis and recommendations project-wide.
  - Drainage review documents as required by the *Department of Ecology Stormwater Management Manual for Western Washington*.
  - Contract Specifications documents.
  - Easements, covenants, dedications, and street vacation decision/agreement.
  - Noise calculations and L200 and L300 Noise, Vibration, and Groundborne Noise Reports.
  - Mechanical Calculations for Guideway Fire Protection.
  - Track Cross Sections.

**NOTES:** Please be sure that all drawings are clear, and information is legible. Applications may not be accepted after 4:00 pm. Schedule an application submittal appointment with Lee Ann Fraser (206) 801-2555, at least two weeks prior to application submittal.

The Development Code (Title 20) is located at [CodePublishing.com](http://CodePublishing.com)

**OTHER PERMITS:**

- Site Development – Zone Permits
- Right-of-Way Use – Master Permit
- Right-of-Way Use – Zone Permits
- Demolition Block Permits
- Wastewater Utility Permits
- Noise Variance(s) – if any night work