



City of Bothell

DEVELOPMENT SERVICES

BUILDING • COMMUNITY RISK REDUCTION • ENGINEERING • PLANNING • PERMIT SERVICES • TRANSPORTATION

UTILITY PERMIT

Submit your application online at www.MyBuildingPermit.com.

Select application type: Utilities > Any Project Type > Utility Work > Site Development

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This submittal checklist identifies minimum application elements necessary for the City of Bothell to accept the application.

For Main Extensions/Replacement over 8" diameter (Type II): These projects are subject to a SEPA review.

- In addition, submit completed SEPA checklist (see SEPA checklist).

Applicant

- Site plan - drawn to a scale, typically 1"=20'
- Detailed construction drawings per Bothell *Design and Construction Standards and Specifications* (not required for single-family projects).
- Multi-Family or Commercial Projects: Completed Development Review Billing form D
- Current Certificate of Water and Sewer Availability. You must receive your certificate from the water purveyor **prior** to submitting this application.
- METRO Sewer Use Form for new sewer connections
- Completed Water Meter Sizing Form (61a or 61b, as applicable) if applying for City of Bothell water service
- If applicable: submit copy of the approved Land Use Decision (CAP, SHR, RUP, CUP, SPL, PLT, PUD, etc.), and/or SEPA Determination and all items required by those decisions (if applicable). ****NOTE** Copies of the Land Use Decision are only required to be submitted with the initial site construction permit application for the project.**

Fees due at submittal for development projects (2023 fees listed).

- A 5% Technology Surcharge is added to the fee total.

Water utility infrastructure improvements:			
Base charge:			\$633.00
Footage charge (per 100 LF):	_____	X \$2,333.00 =	\$ _____
		Total:	\$ _____
To determine fees: Divide actual footage of proposed city-owned water main by 100 to determine multiplier to be used with \$2,333.00 rate per 100 lineal ft. All footages must be rounded to the nearest tenth.			
Sewer utility infrastructure improvements:			
Base charge:			\$633.00
Footage charge (per 100 LF):	_____	X \$1,941.00 =	\$ _____
		Total:	\$ _____
To determine fees: Divide actual footage of proposed city-owned sewer main by 100 to determine multiplier to be used with \$1,941.00 rate per 100 lineal ft. All footages must be rounded to the nearest tenth.			
Storm water improvements:			
Base charge:			\$633.00
Footage charge (per 100 LF):	_____	X \$718.00 =	\$ _____
		Total:	\$ _____
To determine fees: Divide actual footage of proposed storm water main by 100 to determine multiplier to be used with \$718.00 rate per 100 lineal ft. All footages must be rounded to the nearest tenth.			

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Utility Contractor _____

Mailing address _____ City _____ State _____ Zip _____

Phone (_____) _____ FAX (_____) _____ E-Mail: _____

State license _____ exp. date _____

Contractor's City of Bothell business license _____

Water Meters	Meter size	Number	Main Line Tap Required?
Single Family Water Meter	<input type="checkbox"/> 3/4" <input type="checkbox"/> 1" <input type="checkbox"/> 1 1/2"	_____	<input type="checkbox"/> yes <input type="checkbox"/> no
Single Family Irrigation Meter	<input type="checkbox"/> 3/4" <input type="checkbox"/> 1" <input type="checkbox"/> 1 1/2"	_____	<input type="checkbox"/> yes <input type="checkbox"/> no
Single Family Water Meter and Fire Sprinkler	<input type="checkbox"/> 1"	_____	<input type="checkbox"/> yes <input type="checkbox"/> no
Commercial Water Meter	<input type="checkbox"/> 3/4" <input type="checkbox"/> 1" <input type="checkbox"/> 1 1/2" <input type="checkbox"/> 2"	_____	<input type="checkbox"/> yes <input type="checkbox"/> no How Many _____
Commercial Irrigation Meter	<input type="checkbox"/> 3/4" <input type="checkbox"/> 1" <input type="checkbox"/> 1 1/2" <input type="checkbox"/> 2"	_____	<input type="checkbox"/> yes <input type="checkbox"/> no How Many _____
Multi-Family Water Meter	<input type="checkbox"/> 3/4" <input type="checkbox"/> 1" <input type="checkbox"/> 1 1/2" <input type="checkbox"/> 2"	_____	<input type="checkbox"/> yes <input type="checkbox"/> no How Many _____
Multi-Family Irrigation Meter	<input type="checkbox"/> 3/4" <input type="checkbox"/> 1" <input type="checkbox"/> 1 1/2" <input type="checkbox"/> 2"	_____	<input type="checkbox"/> yes <input type="checkbox"/> no How Many _____

Sanitary Side Sewer Permits	Number of Connections	Main Line Tap Required?
Single Family Connections:	_____	<input type="checkbox"/> yes <input type="checkbox"/> no How Many _____
Commercial Connections:	_____	<input type="checkbox"/> yes <input type="checkbox"/> no How Many _____
Multi-Family Connections:	_____	<input type="checkbox"/> yes <input type="checkbox"/> no How Many _____

All sanitary sewer mains, side sewers, sanitary sewer manholes and sanitary sewer facilities shall be designed and constructed in accordance with the latest issue or revision of the "Criteria for Sewage Work Design" published by the Washington State Department of Ecology, the American Public Works Association (A.P.W.A.) Standards and Sewer Utility Standard Details and Bothell's Engineering Specification and Detail for sanitary sewers. All connections to Metro facilities shall conform to Metro's standards.

Storm Side Sewer Drain Will connection be made? yes no
Single Family & Small Projects If no, method of control? _____

*City of Bothell capital improvement and maintenance projects are exempt from permitting requirements unless other permits, SEPA reviews or outside agency permits are required.