Land Disturbing Activity (LDA) and Forest Practices Activity (FPA) 
Application & Submittal Requirements
Vested on or after January 22, 2016

General Project Information

Project Name: Paine Field Passenger Terminal
Site Address: 3220 100th Street SW, Everett, WA 98204

Property Tax Account Number(s): 28041500400100
Section, Township, Range: 15, 28N, 4E
Number of Lots: 1 Total Site Acreage: 11.15 ac
Number of Tracts: N/A

In addition to the LDA permit, are you applying for any of the following?

☐ Class IV-General forest practices permit (converting forested land to a nonforestry use) (SCC 30.43F.100)
☐ Lift of the six-year development moratorium (SCC 30.43F.230)
☐ Waiver of the six year development moratorium (SCC 30.43F.240)
☐ Conversion Option Harvest Plan review (SCC 30.43F.110)

APPLICANT: Propeller Airports Paine Field
Mailing Address: 9724 32nd Drive West City: Everett
Zip: 98204 Phone: 425-216-3010 E-mail:

CONTACT PERSON: Mark Reichin
Mailing Address: 9724 32nd Drive West City: Everett
Zip: 98204 Phone: 425-216-3010 E-mail: Mark@propellerairports.com

PROPERTY/LAND OWNER: Snohomish County Airport
Mailing Address: 3230 100th Street SW Suite A City: Everett
Zip: 98204 Phone: E-mail:

CONTRACTOR: Unknown
Mailing Address: City:
Zip: Phone: E-mail:
TIMBER OWNER: N/A
Mailing Address: __________________________ City: ________________
Zip: _______ Phone: ______________ E-mail: _______________________

Related File Number(s): __________________________

Detailed Project Description:

Propeller Airports Paine Field, LLC proposes to construct new passenger facilities at Snohomish County Airport-Paine Field consisting of a terminal building and associated parking on a developed site currently occupied by existing aviation support functions. SCA-PA currently has no schedule commercial air service, and the existing terminal building cannot accommodate commercial airline service. The proposal would construct a new terminal between the existing terminal building and the control tower. The building would comply with FAA guidelines and local health and safety codes. The proposed terminal building would total approx 29,300 sf of interior space. The main components of the building would include the entrance and check-in, TSA security screening, passenger waiting, boarding area, concessions, baggage handling and claim.

Existing parking areas described in the leasehold will be reconfigured into new parking facility areas to support the proposed new passenger terminal. This would include four surface lots totalling approx 574 stalls of automobile parking for airline passengers, waiting, rental cars, and terminal employees. One parking area would be configured northeast of the proposed terminal on land currently used by the airport as an aircraft parking apron.

In signing this application, the landowner(s) or agent hereby grants Snohomish County Planning & Development Services the right to enter the above described location to inspect the work proposed, in progress, or work completed. I hereby affirm and certify, under penalty of perjury, that I am one of the owners or am under contract with the owners, and I believe that the above information and/or statements are true in all respects to the best of my knowledge.

SIGNATURE (Check one): □ Applicant □ Agent  Date
Summary Information

Application is for: Clearing ☐  Grading ☐  Forest practices (timber harvest) ☐  Other ☐  Land Disturbing Activities ☒

Is the proposal New Development (SCC 30.91N.044) Yes ☐  No ☒, or
Is the proposal Redevelopment (35% existing hard surface) (SCC 30.91R.070) Yes ☒  No ☐

Clearing in sq. ft.: ___________________________

Percent of parcel to be harvested: ___________________________

Board feet of timber harvested: ___________________________

Forest Tax Reporting Account number of Timber Owner (if harvesting): N/A

Conversion of Native Vegetation to Lawn/Landscaped Areas in sq. ft.: ___________________________

Conversion of Native Vegetation to Pasture in sq. ft.: ___________________________

Grading Quantities in cubic yards: Cut/Excavation: 12,000  Fill: 5,000

Proposed Hard Surface in sq. ft.: New: 53,000  Replaced: 77,000  New, Plus Replaced Total: 130,000

Does the LDA require engineered construction plans under SCC 30.63B 200? Yes ☐  No ☒

Are there any outstanding forest practice violations on the subject site, written approval from DNR stating that the outstanding final order, decisions, or violations have been corrected must be submitted (SCC 30.43F.230)? Yes ☐  No ☒

Waivers, Modifications and Deviations

Is a request attached for a:

Yes ☒  No ☐  Modification? (SCC 30.63A.830) If Yes, attach Stormwater Modification or Waiver Request Form

Yes ☒  No ☐  Waiver? (SCC 30.63A.840) If Yes, attach Stormwater Modification or Waiver Request Form

Yes ☒  No ☐  Deviation from the EDDS? If Yes, attach EDDS Deviation Request Form

Yes ☒  No ☐  Is the submittal a follow-up on an approved LDA Emergency Action?

Cite specific code, Drainage Manual, or EDDS section(s) ___________________________

(See also Assistance Bulletin #88)

CESCL (Certified Erosion & Sediment Control Lead) for projects that disturb one or more acres:

Mailing Address: TBD  City: ___________________________

Zip: _________  Phone: ___________________________  E-mail: ___________________________

CIVIL ENGINEER: AECOM  Mr. Phil Newton, PE

Mailing Address: 1111 Third Avenue, Suite 1600  City: Seattle

Zip: 98101  Phone: 206-438-2011  E-mail: phil.newton@aecom.com
LAND SURVEYOR: DHA Duane Hartman Assoc. Inc. Doug Hartman
Mailing Address: 16928 Woodinville Redmond Road, B-107 City: Woodinville
Zip: 98072 Phone: 425-483-5355 E-mail: dahartman.dha@frontier.com

GEOTECHNICAL or SOILS ENGINEER: AECOM, Dr. Martin McCabe, PE
Mailing Address: 1111 Third Avenue, Suite 1600 City: Seattle
Zip: 98101 Phone: 206.438.2700 E-mail: martin.mccabe@aecom.com

ENGINEERING GEOLOGIST or HYDROGEOLOGIST: N/A
Mailing Address: City:
Zip: Phone: E-mail:

Additional Contacts: Pursuant to SCC 30.63A.855, the applicant or owner shall notify PDS when any of the following professionals responsible for reviewing and inspecting the installation of stormwater or drainage facilities including stormwater best management practices is replaced on a job. Working requiring the review and inspection shall be stopped until a professional of record is replaced.

Submittal Requirements
Check each applicable report required for the project proposal and submit 5 copies

Yes No Geotechnical Engineering Report pursuant to SCC 30.63B.220
Yes No Soils Engineering Report pursuant to SCC 30.63B.230
Yes No Engineering Geology Report pursuant to SCC 30.63B.240
Yes No Liquefaction Report pursuant to SCC 30.63B.250
Yes No Specify other applicable reports that depend on the project scope (i.e., hydrological, hydrogeological, wetland mitigation report, etc.) Geotechnical data from previous adjacent site development.

Yes No Verification from DNR that the proposal site is not or has not been subject to a notice of conversion to a nonforestry use during the six-year period prior to the submission of the permit application pursuant to 30.43F.100. (for Class IV-G permit)

Yes No Are any outstanding forest practice violations on the subject site? If yes, written approval from DNR stating that the outstanding final order, decisions, or violations have been corrected must be submitted pursuant to SCC 30.43F.230 (for Lifting the six-year development moratorium)

Miscellaneous Documents Required Pursuant to County Code
Check each applicable document required for the project proposal and submit 5 copies

Yes No Plans/reports necessary for compliance with Chapter 30.63A SCC (Drainage and LID Feasibility Analysis, existing conditions survey map)
Zero-rise analysis pursuant to SCC 30.63B.120(3)
Haul route agreements related to the land disturbing or forest practice activity
Rockery or retaining wall permit and fee when applicable

Environmental Review
Check all environmental documents that are applicable and submit 5 copies:

- Environmental checklist pursuant to Chapter 30.61 SCC (SEPA) is required if project occurs on lands wholly or partially covered by water, if more than 500 cubic yards of earth material is to be moved, Class IV-G permit, and lifting the six-year development moratorium.

- A critical area study for any development activity or action requiring a project permit occurring in critical areas or their buffers (30.62A.140 SCC).

- A critical area report that: Calculates and depicts effective impervious surfaces within the buffers of all wetlands, streams, lakes and marine shorelines; and within 300 feet of all wetlands, streams, lakes, and marine shorelines containing salmonids.

- A hydrogeologic report is required for any activity or use requiring a project permit regulated under Chapter 30.62C SCC and proposed within a sole source aquifer, Group A wellhead protection area, or critical aquifer recharge area with high or moderate sensitivity (30.62C.140 SCC).

- A geotechnical report for any development activity or action requiring a project permit proposed within: an erosion hazard area, landslide hazard area or its setback, 200 feet of a mine hazard area or its setback, 200 feet of any faults (30.62B.140 SCC).

- Other required critical area reports when applicable (Channel Migration Zone, etc.):

Site Plan (SCC 30.63B.180 and 30.63B.190, and Chapter 30.43F SCC)
Please submit 5 sets of plans

Please submit a land disturbing activity site plan that clearly indicates the nature and extent of the proposed land disturbing activity work. Provide sufficient detail or notes to indicate the effect of the proposed work on the adjacent property. Map adjacent features at the same datum, contour interval, and accuracy standards used for the site map. When an adjacent property owner does not grant permission to map the features, they shall be estimated. Aerial photography or LiDAR based topography may be used in the estimate.

Plan Sheet Size: Plan specifications apply to the following projects: Planned Residential Developments (PRD), single-family residences, duplexes, all subdivisions and road projects. For single-family residences and duplexes, plans may be a minimum of 8½ by 11 inches, if adequate details can be shown and a maximum of 11 X 17 inches. For other projects including commercial projects, submit plans in 24 by 36 inches or 22 by 34 inches per Engineering Design and Development Standards (EDDS) 10 - 02(A)(1).
Plan Copies Shall Meet the Following Specifications:

a. **Plan View:** 1 inch = 50 feet for sites of five acres or less
   1 inch = 100 feet for sites of more than five acres but less than twenty acres
   1 inch = 200 feet for sites of more than twenty acres

b. **Details:** 1 inch = 10 feet or 1 inch = 20 feet. Please choose the scale that will give the most information on the sheet selected. Individual details may require larger scales.

c. **Cross sections and profiles:** Minimum 1 inch = 50 feet horizontal and 1 inch = 5 feet vertical. The ratio of the vertical to the horizontal scale shall be 1 inch V:10 feet H, except the bridge plans shall have horizontal and vertical scales of 1 inch = 20 feet.

d. **Overall Plan View:** Indicate isolated enlargement of the site development area, to be shown at another location or on a separate sheet, at a minimum scale of 1 inch = 50 feet.

**Items Required on All Plan Sheets**

_____ 1. Project file number __________ (placeholder located in large, bold type in the lower right corner)

_____ 2. Project title


_____ 4. Section, township, and range (located at the top of each sheet)

_____ 5. Graphic scale clearly indicated on plan view

_____ 6. North arrow clearly indicated on plan view

_____ 7. Current engineer’s stamp, signature, and date signed, if engineering is required

_____ 8. Current land surveyor’s stamp signature and date signed, if boundary, utility and topographic survey is required

**Items Required on all Plan Cover Sheets**

_____ 1. Items required on all sheets per the section above in checklist.

_____ 2. Owner and applicant’s name, address, e-mail address, and phone and fax numbers

_____ 3. Contact person or agent’s name, address, e-mail address, and phone and fax numbers

_____ 4. Engineer’s name, address, phone number, and e-mail address

_____ 5. Certified Erosion and Sediment Control Lead’s (CESCLs) contact information

_____ 6. Vicinity map with north arrow and scale

_____ 7. Legal description of project site

_____ 8. Site address, if applicable, or driving instructions

_____ 9. Property tax account number(s) of subject property and adjacent properties

_____ 10. Sheet index

_____ 11. Grading quantities in yards of earth moved (both cut/excavation and fill amounts)

13. Amount of replaced hard surface in square ft.


15. Total proposed hard surface in square ft.

16. Topographic survey of slopes over 33 percent gradient

17. Board feet of timber to be harvested

**Site Plan View Sheets Shall Depict the Following:**

1. Zoning designation(s) and the limits of zones (Title 30 SCC)

2. Shoreline designations and limits of shoreline jurisdiction shall be depicted on the map. (See Chapter 30.44 SCC)

3. Property lines with distances, and, when the legal description depends on subdivision corners, the location of sufficient other controlling monuments (such as section corners, quarter corners, or plat corners) to locate the site. Existing conditions map prepared by a licensed land surveyor showing the boundary and topographic data of the site and 200 feet beyond the site boundary.

4. Datum and note on benchmark used, tied to Mean Sea Level (MSL), (NGVD 29) or (NAVD 88) with equation for MSL when required

5. Existing contours (shown by dashed lines) of the land at intervals of no greater than five feet except for flat properties having less than 5% slope the contour may be depicted at intervals of two feet.

6. Proposed contours (shown as solid lines) pursuant to the intervals stated above.

7. Open Space, tree retention and replacement areas, if applicable

8. Clearing limits of land disturbing activity

9. Timber Harvest boundaries and location of any proposed landings.

10. Calculation of timber harvest in board feet.

11. Location of all areas to be graded, showing areas of cuts, excavation, fill, embankments and stockpile locations (before and after completion of proposed clearing or land disturbing activity)

12. Soils specifications for compaction

13. Proposed rockeries or retaining walls

14. Terracing, keyways, and benches

15. Type of soils and vegetative cover, as well as the location of areas with high erosion hazards using soil survey maps from the Natural Resources Conservation Service or Soil Conservation Service

16. Landscape, open space areas, tree and native vegetation retention and replacement areas

17. Locations of all critical areas including required setbacks/buffers for each:

18. Wetlands and fish & wildlife habitat conservation areas within 300 feet of the site (SCC 30.62A.130);

19. Geologically hazardous areas on or within 200 feet of the site (SCC 30.62B.130);

20. Location, size, and type of all aquifer recharge areas on the subject property (SCC 30.62C.130)

21. Flood hazard areas and Community Panel number of the Flood Insurance Rate Map

22. Location of all existing native growth protection areas (NGPAs) or native growth protection areas easements (NGPAEs), and proposed critical area protection areas (CAPAs) (see SCC 30.62A.160), and required open space areas, tracts or easements, if applicable

23. Location of critical aquifer recharge areas (CARA) when present on the site.

24. Location of flood hazard areas and identify the Community Panel number of the Flood Insurance Rate Map.

25. Pre-existing drainage systems and pattern(s), (i.e., ditch lines, culverts, catch basins, french drains, and surface drainage or sheet flows)
_____ 26. Location, size, and type of all existing structures, hard surface areas, drainage facilities, stormwater facilities, roads, and utilities on the site and adjacent on-and off-site utilities, and setbacks, on-site when applicable.

_____ 27. Location, size, and type of all proposed structures, hard surface areas, drainage facilities, stormwater facilities, roads, and utilities on the site and adjacent on-and off-site utilities, and setbacks, when applicable.

_____ 28. Existing structures within 15 feet of the subject property boundaries (identify structure use) and property boundaries with bearings and distances and ties to controlling corners, or subdivision corners. Show structures farther away when they will be affected by single family residential construction.

_____ 29. Location of existing and or proposed wells, drainfields, and drainfield reserve areas, located within 100 feet of the proposed development or redevelopment and applicable setbacks (relates to Snohomish Health District regulations).

_____ 30. Location of existing and proposed easements.

_____ 31. Areas to be protected, if applicable, due to LID feasibility.

_____ 32. A description of construction specifications, operations, and scheduling pursuant to requirements in the EDDS.

_____ 33. Engineers stamp, signature, and date, when required.

Compliance with Chapter 30.63A SCC (Drainage)

Stormwater Site Plan and Stormwater Pollution Prevention Plan (SWPPP). All land disturbing activity shall comply with Chapter 30.63A SCC (Drainage). **LDA applications must be accompanied by the required stormwater site plan submittals.** Stormwater site plans shall comply with the applicable stormwater site plan submittal checklist. See Chapter 30.63A SCC thresholds for stormwater site plans (SCC 30.63A.300, 30.63A.310, 30.63A.805, 30.63A.815 and 30.63A.820) for more information. Please check the following drainage review box below and attach the appropriate stormwater site plan submittals:

- **Targeted Stormwater Site Plan and Construction/Full SWPPP (SCC 30.63A.300 or .310)**
  - Project results in or adds 2,000 sq. ft. but less than 5,000 sq. ft. of new, replaced or new plus replaced hard surface area; or
  - Project results in 7,000 sq. ft. or greater of land disturbing activity (SCC 30.91L.025)

  - Attach additional Checklists and required documentation:
    - Targeted Stormwater Site Plan Submittal Checklist
    - Construction / Full Stormwater Pollution Prevention Plan (SWPPP) Submittal Checklist

- **Full Stormwater Site Plan and Construction/Full SWPPP (SCC 30.63A.300 or .310)**
  - Project results in 5,000 sq. ft. or more of new, replaced or new plus replaced hard surface area; or
  - Project converts three-quarters of an acre (32,670 sq. ft.) or more of vegetation to lawn or landscaped areas; or
  - Project converts 2.5 acres or more of native vegetation to pasture.

  - Attach additional Checklists and required documentation:
    - Construction / Full Stormwater Site Plan Submittal Checklist
    - Construction / Full Stormwater Pollution Prevention Plan (SWPPP) Submittal Checklist
Limited exception from certain provisions of Minimum Requirements 1, 5 and 9 per SCC 30.63A.210 may apply.

YES ☐  NO ☒ Project meets criteria in SCC 30.63A.210 and is therefore eligible for the exception.