



# Temporary Dwelling for Relative Submittal Checklist

For PDS Use Only

PROJECT FILE NUMBER: \_\_\_\_\_ ACCEPTED BY: \_\_\_\_\_

PROJECT NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

ZONING: \_\_\_\_\_ NOT Permitted in the following zones: IP, BP, LI, HI, RB, CRC, RFS and RI

**NOTE:** For any proposal subject to SCC 30.23A Urban Residential Design Standards (URDS), the supplemental URDS Checklist shall be used in conjunction with this checklist to determine minimum submittal requirements.

**NOTE:** For any proposal requiring landscaping and/or screening pursuant to SCC 30.25, the supplemental Landscape Plan Checklist shall be used in conjunction with this checklist to determine minimum submittal requirements.

- \_\_\_\_\_ 1. Master Permit Application – select Administrative Conditional Use (CU) under Permits Requested from the County (**Original + 4 copies**)
- \_\_\_\_\_ 2. Completed original of Physician's Statement Form
- \_\_\_\_\_ 3. Completed original of the Temporary Dwelling Application Questionnaire
- \_\_\_\_\_ 4. Site Plan (See *Residential Site Plan Checklist* attached to the application packet with examples on how to prepare a site plan) (**5 copies**)
  - \_\_\_\_\_ On Site Plan, show that the temporary dwelling is situated not less than 20 feet from the permanent dwelling on the same lot
  - \_\_\_\_\_ On Site Plan, show that the temporary dwelling is not located in any required yard (setback) of the principal dwelling
  - \_\_\_\_\_ On Site Plan, show screening, landscaping or other measures to ensure compatibility with the immediate neighborhood (see supplemental landscape plan checklist for requirements).
  - \_\_\_\_\_ On Site Plan, show location of existing NGPA, NGPA/E and proposed CAPA (critical areas protection areas)
  - \_\_\_\_\_ On Site Plan, show wetlands and fish & wildlife habitat conservation areas within 300 feet of the site, including required buffers (Chapter 30.62A SCC)
  - \_\_\_\_\_ On Site Plan, show geologically hazardous areas on or within 200 feet of the site (SCC 30.62B.130)
  - \_\_\_\_\_ On Site Plan, show location, size and type of all aquifer recharge areas on the subject property (SCC 30.62C.130)
- \_\_\_\_\_ 5. Completed Public Notice Payment Agreement Form for Notice Requirements. The form is attached to application packet. (SCC 30.70.045)
- \_\_\_\_\_ 6. Required filing fee pursuant to SCC 30.86.220 (Administrative Conditional Use Permit).

A Site Review fee may be collected if your application is not submitted in conjunction with the manufactured home permit application. If time extension is requested, a Time Extension fee will be charged.

(Note: Additional fees may include Snohomish Health District review fees, landscaping plan review fees and The Everett Herald Publication fees.)

**AUTHORITY:** Snohomish County Code 30.70.030 authorizes the Director of Planning and Development Services to establish and revise submittal requirements for all permit applications. These requirements are hereby established as shown above, and shall be on file with the department. Due to site-specific circumstances, the Director or his designee may waive individual requirements on a case-by-case basis.