



Snohomish County
Planning & Development Services

3000 Rockefeller Avenue, M/S 604, Everett, WA 98201
(425) 388 3311 – www.snoco.org

CRITICAL AREA VERIFICATION PRE-APPLICATION SUBMITTAL INSTRUCTIONS

WHY SUBMIT A CRITICAL AREA VERIFICATION PRE-APPLICATION?

- To improve the completeness of formal applications upon submittal
- To provide a more expeditious process to approval
- To establish a dialogue and understanding of project concerns
- To form a baseline for project design

SUBMITTAL PROCESS:

1. The Critical Area Verification Pre-Application request with site plan is processed over the counter or by “drop off” during our normal business hours: M, Tu, W, F: 8:15 to 4:00; Thu: 10:00 to 4:00 – We are located at 3000 Rockefeller Avenue, 2nd Floor, Robert J. Drewel Building, Everett, Washington.
2. If you wish for your application to be processed by “drop off”, you must leave a check payable to Snohomish County Planning & Development Services in the amount of \$2,000.00. We will not process any INCOMPLETE submittals or submittals without payment. Please refer to the Critical Area Verification Pre-Application Submittal Checklist for a complete submittal.
3. You will receive a receipt and a project file number used for tracking purposes after your application is processed.

NOTE: Be sure wetlands are flagged and Ordinary High Water Mark (OHWM) of streams, lakes and shorelines are flagged in the field prior to the PDS biologist’s site visit. The PDS biologist will contact you via phone, mail, or e-mail once the critical areas have been verified in the field – no in-house meeting will be held. If you require an in-house meeting, please apply for “Request for Pre-Application Meeting.”



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Request for Critical Area Verification Pre-Application

| | |
|-------------------------------------|--|
| Applicant Name: | Address: |
| Email Address: | Phone: |
| Contact Person: | Address: |
| Email Address: | Phone: |
| Project Address or Location: | Tax Account Number(s): (Use separate sheet if needed) |
| Approximate area (acreage): | Within Urban Growth Area? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, associated with which city? |

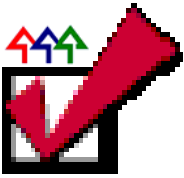
- Check Box for Wetland Verification**
 - Wetland Boundary Verification**
 - Wetland Classification Verification**

- Check Box for Stream Verification**
 - Ordinary High Water Mark Verification**
 - Stream Classification**
 - ESA**

- Check Box for Shoreline/Lake Ordinary High Water Mark (OHWM) Verification**

I am the owner (or authorized by the owner) to submit this request for a wetland/stream verification. I grant permission for public officials at Snohomish County to enter the subject property, if necessary, for the purpose of site inspection. I acknowledge that this pre-app request is general in nature, for informational purposes only and shall not be interpreted as a binding commitment by Snohomish County or the applicant.

Applicant/Contact Person Signature _____ **Date** _____



Critical Area Verification Pre-Application Submittal Checklist

For PDS Use Only

PROJECT FILE NUMBER: _____ PROJECT NAME: _____

- _____ A. Request for Critical Area Verification Pre-Application form completed (**Original**)
- _____ B. Site Plan with the following information (**1 set**)
 - 1. North arrow
 - 2. Standard Engineering Scale
 - 3. Date drawn
 - 4. Existing parcels assembled with property tax account numbers
 - 5. Vicinity map
 - 6. Show all existing structures
 - 7. Approximate location of wetlands and streams on the project site
 - 8. Wetlands and fish & wildlife habitat conservation areas within 300 feet of the site, including required buffers (SCC 30.62A.130).
 - 9. Wetland flagging number sequence
 - 10. Show all soil test pit locations (may be shown on aerials)
- _____ C. Field data sheets for wetland ratings on each and every wetland
- _____ D. Aerial photo exhibit with the polygons of the wetland units being rated
- _____ E. Sketches and/or aerial photos are to be provided regarding the Cowardin vegetation classes (vegetation types present in the unit area and the area of cover) and hydroperiods sketch and/or aerial photo of the areas that are subject to the different hydroperiods
- _____ F. Field notes indicating how the rating was obtained for each evaluated function, if applicable.
- _____ G. Application fee pursuant to SCC Table 30.86.525(5), Wetland Certification.