



Permit Center

210 Lottie Street, Bellingham, WA 98225
Phone: (360) 778-8300 Fax: (360) 778-8301 TTY: (360) 778-8382
Email: permits@cob.org Web: www.cob.org/permits

Land Use Application

Check all permits you are applying for in the boxes provided. Submit this application form, the applicable materials listed in the corresponding permit application packet(s) and application fee payment.

| | | |
|---|---|---|
| <input type="checkbox"/> Accessory Dwelling Unit <input type="checkbox"/> Binding Site Plan <input type="checkbox"/> Clearing Permit <input type="checkbox"/> Conditional Use Permit <input type="checkbox"/> Critical Area Permit <input type="checkbox"/> Minor Critical Area Permit <input type="checkbox"/> Design Review <input type="checkbox"/> Grading Permit <input type="checkbox"/> Home Occupation <input type="checkbox"/> Institutional <input type="checkbox"/> Interpretation <input type="checkbox"/> Landmark – Historic Certificate of Alteration <input type="checkbox"/> Legal Lot Determination <input type="checkbox"/> Nonconforming Use Certificate | <input type="checkbox"/> Parking Adjustment Application <input type="checkbox"/> Planned Development <input type="checkbox"/> Rezone <input type="checkbox"/> SEPA <input type="checkbox"/> Shoreline Permit <input type="checkbox"/> Shoreline Exemption <input type="checkbox"/> Short Term Rental <input type="checkbox"/> Subdivision-Short Plat/Lot Line Adjustment <input type="checkbox"/> Subdivision-Preliminary Plat <input type="checkbox"/> Subdivision-Final Plat <input type="checkbox"/> Variance <input type="checkbox"/> Wireless Communication <input type="checkbox"/> Zoning Compliance Letter <input type="checkbox"/> Other: _____ | Office Use Only Date Rcvd: _____ Case #: _____ Process Type: _____ Neighborhood: _____ Area Number: _____ Zone: _____ Pre-App. Meeting: _____ Concurrency: _____ |
|---|---|---|

Project Information

Project Address _____ Zip Code _____

Tax Assessor Parcel Number (s) _____

Project Description _____

Applicant / Agent

Primary Contact for Applicant

Name _____

Mailing Address _____

City _____ State _____ Zip Code _____

Phone _____ Email _____

Owner (s)

Applicant

Primary Contact for Applicant

Name _____

Mailing Address _____

City _____ State _____ Zip Code _____

Phone _____ Email _____

Property Owner(s)

I am the owner of the property described above or am authorized by the owner to sign and submit this application. I grant permission for the City staff and agents to enter onto the subject property at any reasonable time to consider the merits of the application and post public notice. I certify under penalty of perjury of the laws of the State of Washington that the information on this application and all information submitted herewith is true, complete and correct.

I also acknowledge that by signing this application I am the responsible party to receive all correspondence from the City regarding this project including, but not limited to, expiration notifications. If I, at any point during the review or inspection process, am no longer the Applicant for this project, it is my responsibility to update this information with the City in writing in a timely manner.

Signature by Owner/Applicant/Agent *Jack W. Blum* _____, Date _____

City and State where this application is signed: _____, _____
City State



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PRELIMINARY PLAT APPLICATION
(PROCESS TYPE III-B)

This application form is for a preliminary plat and preliminary cluster plat requiring a Type III-B process.

Pre-Application Steps:

- Pre-Application conference or waiver. Identify permit number: PRE_____
- Pre-Application neighborhood meeting or waiver. Identify permit number: PRE_____
- Transportation concurrency certificate, if applicable. Identify permit number: CON_____

Application Submittal Requirements:

- A completed Land Use Application form.
- A completed Preliminary Plat Application, including all information required by this form.
- A completed Legal Lot Application form, unless specifically waived.
- Written response to the performance criteria pursuant to BMC 23.08.030.
- Written response to the decision criteria pursuant to BMC 23.16.030.
- A completed Departure and/or Variance Application form(s), if a departure and/or variance is requested.
- SEPA Checklist, if applicable.
- Application fee payment.
- Mailing list and labels as described in the attached mailing list instructions.

Project Data:

1. Name of Plat _____

2. Number of Lots _____

3. Civil Engineer information:

Name: _____

Address: _____

Phone number: _____

Email: _____

4. Surveyor information:

Name: _____

Address: _____

Phone number: _____

Email: _____

Submittal Requirements:

The submittal requirements shall be prepared and submitted in electronic format as a .pdf document that conforms to the provisions of Title 23 BMC, unless otherwise determined by the city:

- The application submittal materials required by this form.
- A vicinity map that clearly identifies the proposal in relation to the surrounding land for a distance of at least a quarter of a mile and additional area, as necessary, to show connecting streets or arterials.
- An existing conditions map prepared by a Washington State certified land surveyor or licensed engineer that includes the following :
 - Scale between 1" = 10' and 1" = 20'.
 - All parcels and ownership of those parcels within 300 feet of the preliminary plat boundaries.
 - Rights of way, including widths, name and improvements.
 - Utilities, including public and private water, sewer and stormwater mains and services.
 - Public and private easements affecting the subject site.
 - Critical areas on and affecting the site, including buffers and building setbacks.
 - Topography at 5-foot intervals.
- N/A Existing structures on-site and their distances to proposed and existing property lines.
Location and dimensions of existing on-site parking areas.
- A plat map prepared by a Washington state certified land survey or licensed engineer, that includes the following:
 - Scale between 1" = 10' and 1" = 20'.
 - Legal description of the area being subdivided.
 - Proposed lots and tracts.
 - Proposed lots that are identified and labeled as Lot 1, Lot 2, etc. and tracts as Tract A, Tract B, etc.
 - Proposed area of each lot and tract.
 - Statement for the intended purpose of each tract (i.e. stormwater, open space etc.)
 - Existing and proposed public rights of way, state highways and public open space tracts, trails and parks pursuant to BMC 23.08.030(E), (F) and (G).
 - Existing and proposed utility easements that affect the proposed preliminary plat.
- N/A Critical areas on and affecting the site, including buffers and building setbacks.
- Existing structures and their distances to proposed and existing property lines.
- A street and utility service plan prepared by a Washington state licensed engineer that includes the following:
 - Scale between 1" = 10' and 1" = 20'.
 - Existing and proposed public infrastructure necessary to serve the proposed preliminary plat, including rights of way, water, sewer, stormwater, etc.
 - Existing and proposed street improvements consistent with the city of Bellingham's approved street construction details.
 - Topography at 5-foot intervals.
- A preliminary clearing and grading plan pursuant to BMC 23.08.030(C) and (D) that shows retention of natural features and existing and proposed grades of lots and public rights of way.

- Preliminary stormwater management report consistent with Chapter 15.42 BMC for proposals that will generate 5,000 square feet of new or replaced impervious surfaces.
- A plat certificate, subdivision guarantee or Title report dated within 30 days of application submittal.
- All other applications determined necessary to process the proposed preliminary plat consistent with the Bellingham Municipal Code.
- Additional material as determined by the city to review the proposal consistent with the Bellingham Municipal Code.



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SUBDIVISION VARIANCE APPLICATION

(Process Type III-A and III-B)

This application form is for variances pursuant to Chapter 23.48 BMC.

Application Submittal Requirements:

- A completed Land Use Application form.
- A completed Subdivision Variance Application form including all information required by this form.
Identification of requested variance(s).
- Written response to the variance criteria pursuant to BMC 23.48.040 for each variance requested.
- Application fee payment.
- Concurrent submittal of a land division application.

Variance Procedures

Subdivision variances are Type III-A or Type III-B processes subject to BMC 21.10.120 and shall be submitted in conjunction with an application for a land division proposal. In all situations, the hearing examiner will consider and make the final permit decision for all land division applications, except binding site plans, when a subdivision variance is proposed.

The applicant is responsible for demonstrating, in writing, how the requested variance meets the variance criteria pursuant to BMC 23.48.040.

Required plans

The requested variance shall be identified on the plans submitted with the land division application.

NOTE:

1. An approved variance shall be valid for the same period of time as the associated decisions for the land division.
2. This is a quasi-judicial proceeding and therefore, the applicant should not discuss the variance request or any associated land use application with the Hearing Examiner prior to the public hearing.
3. The applicant or an authorized representative must be present at the public hearing.

Project Data:

Name and/or permit number of land division associated with this request:

Requested variances.

Provide a list of the requested variances, which includes the following information for each requested variance:

Variance #1 (Requested variance):

Code provision/regulation: BMC _____

Applicant's response to variance criteria: _____

Variance #2 (Requested variance):

Code provision/regulation: BMC _____

Applicant's response to variance criteria: _____



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CRITICAL AREA PERMIT

(PLEASE PRINT CLEARLY OR TYPE IN BLUE OR BLACK INK)

The intent of the Critical Area Ordinance (Bellingham Municipal Code 16.55) is to designate and classify environmentally sensitive and hazardous areas and to protect, maintain, and restore these areas and their functions and values while also allowing for reasonable use of public and private property. To determine if a proposed activity or area is subject to the ordinance contact the Planning Division staff.

SUBMITTAL CHECKLIST – Your application will not be accepted unless all of the following are submitted:

- Pre-Application conference or waiver
 - Required for applications that include a SEPA checklist (*Type II*).
- Land Use Application form and associated information outlined in the Critical Area Permit Packet
 - All requested information must be provided.
- Filing fee
 - Applicable fee as calculated by Planning staff. (*See separate Fee Schedule*)
- List of surrounding property owners (*For Type II & Type III-A applications only*)
 - Complete the attached Names and Mailing Addresses of Surrounding Property Owners for property **within 500 feet**.
- SEPA Environmental checklist
 - Submit if required (*including any wetland impacts – consult Planning Staff*)
- Critical Area Report & Maps (*Two 11" x 17" or larger scaled copies and one 8 ½" x 11" reduction*)
 - See the attached Critical Area Report and Map Checklist for requirements.
- Specific Report
 - The following reports are required depending on the type of critical area(s) impacted:
 - Wetlands and their buffers Frequently flooded areas Geologically hazardous areas
 - Fish and wildlife habitat conservation areas (*including streams*)
 - Reports for two or more types of critical areas must meet the report requirements for each relevant type of critical area. (*See the specific checklist for report requirements*)
- Associated Land Use Applications
 - Consult with Planning staff to determine if other land use permits are required.
 - All Type II applications must be submitted concurrently.



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CRITICAL AREA REPORT CHECKLIST

A Critical Area Report is required for all applications (BMC 16.55.210). The report must be prepared by a “qualified professional”, as defined in BMC 16.55.510. All reports may require additional information as determined by the Planning Director. The Planning Director may approve a Critical Area Report supplemented by or composed of any previous studies required by other laws and regulations.

At a minimum, the report shall contain the following (BMC 16.55.210 C):

- The name and contact information of the applicant, a description of the proposal, and identification of the permit requested;
- Maps and site plans (*Two 11” x 17” or larger scaled copies and one 8 ½” x 11” reduction*)
 - Vicinity map clearly showing the location of the property.
 - Critical areas map showing all critical areas, required buffers, and existing topography based on City or surveyed data.
 - Site plan detailing the development proposal (including stormwater facilities) and the limits of construction. This map should be overlaid on the critical area/topographical map.
 - Topography map showing the location and extent of all grading, cut and fill, and post construction contours.
- The dates, names, and qualifications of the persons preparing the report and documentation of any fieldwork performed on the site;
- Identification and characterization of all critical areas, water bodies, and buffers adjacent to the proposed project area;
- A statement specifying the accuracy of the report, and all assumptions made and relied upon;
- An assessment of the probable cumulative impacts to critical areas resulting from development of the site and the proposed development;
- N/A An analysis of site development alternatives including a no development alternative;
- N/A A description of reasonable efforts made to apply mitigation sequencing pursuant to *Mitigation Sequencing* [Section 16.55.250] to avoid, minimize, and mitigate impacts to critical areas;
- N/A Plans for adequate mitigation to offset any impacts, in accordance with *Mitigation Plan Requirements* (BMC 16.55.260) and additional requirements specified for each critical area.
- N/A A discussion of the performance standards applicable to the critical area and proposed activity;
- N/A Financial guarantees to ensure compliance; and
- Any additional information required for the critical area as specified in the corresponding chapter.



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SPECIFIC REPORT REQUIREMENT – GEOLOGICALLY HAZARDOUS AREAS

In addition to the Critical Area Report, submit a specific report based on the type of critical area. This supplemental report must also be prepared by a “qualified professional”, as defined in BMC 16.55.510. All reports may require additional information as determined by the Planning Director.

- Critical Area Report and Maps (See separate requirement checklist)
- Site and Construction Plans.
 - All geologically hazardous areas within the zone or distance of potential significant influence, as determined by a professional engineer/geologist
 - The type and extent of geologic hazard areas, any other critical areas, and buffers on, adjacent to, or within a zone or distance of potential significant influence as determined by a professional engineer/ geologist,
 - Proposed development, including the location of existing and proposed structures, fill, storage of materials, and drainage facilities, with dimensions indicating distances to the floodplain, if available;
 - The topography, as determined by a professional engineer or geologist, of the project area and all hazard areas addressed in the report; and
 - Clearing limits.
- Assessment of Geological Characteristics. The report shall include an assessment of the geologic characteristics of the soils, sediments, and/or rock of the project area and potentially affected adjacent properties, and a review of the site history regarding landslides, erosion, and prior grading. Soils analysis shall be accomplished in accordance with accepted classification systems in use in the region. The assessment shall include, but not be limited to:
 - A description of the surface and subsurface geology, hydrology, soils, and vegetation found in the project area and in all hazard areas addressed in the report;
 - A detailed overview of the field investigations, published data, and references; data and conclusions from past assessments of the site; and site specific measurements, test, investigations, or studies that support the identification of geologically hazardous areas; and
 - A description of the vulnerability of the site to seismic and other geologic events.
- Analysis of Proposal. The report shall contain a hazards analysis including a detailed description of the project, its relationship to the geologic hazard(s), and its potential impact upon the hazard area, the subject property, and affected adjacent properties.
- N/A Minimum Buffer and Building Setback. The report shall make a recommendation for the minimum no-disturbance buffer and minimum building setback from any geologic hazard based upon the geotechnical analysis.
- N/A Provide information described in BMC 16.55.430 E when relevant, in addition to the Mitigation Report Requirements checklist.

Where a valid Critical Area Report has been prepared, and where the proposed land use activity and surrounding site conditions are unchanged, said report may be incorporated into the required Critical Area Report, if deemed still valid and appropriate by a professional engineer or geologist. The applicant shall submit a Hazards Assessment detailing any changed environmental conditions associated with the site based on best professional judgment of the engineer/ geologist.

In addition to the above information, additional technical information must be provided for the following specific hazards (BMC 16.55.440):

- Erosion and landslide hazard areas
- Seismic hazard areas
- Mine hazard areas
- Other geologically hazardous areas



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PLANNED DEVELOPMENT PROCEDURE AND REQUIREMENTS
(Process Type II)

PLEASE TYPE OR PRINT CLEARLY IN BLUE OR BLACK INK

Project Data:

1. Legal Description of Property _____

2. Size of subject property is _____ square feet.

Land Use Classification:

1. Neighborhood Plan Name _____
2. Subarea Number _____ General Use Type and Use Qualifier _____
3. Have you had a pre-application meeting with Planning Staff regarding this project? _____
Staff Contact: _____
4. Description of the proposed project: _____



DESIGN REVIEW CHECKLIST

(PLEASE PRINT CLEARLY OR TYPE IN BLUE OR BLACK INK)

To assist staff in review of a design review application, the following items must be complete.

Planning staff will help you determine which of these requirements are applicable. See instructions in this packet.

COMPLETE THIS CHECKLIST:

- Pre-application conference or waiver (if required)
- N/A Pre-application Design Guidance Meeting by the Design Review Board
- Pre-application neighborhood meeting or waiver (if required)
- Transportation certificate of concurrency (if required)
- Land Use Application (attached)
- Environmental checklist (SEPA) (if required)
- Statement describing the development objectives.
- A project narrative that includes:
 - A detailed description of how the project meets each applicable design standard and guideline for the design area (Urban Village, etc.). For example, the narrative for a new building downtown would include a list of each applicable standard and guideline and how the project addresses each item. Print N/A for those standards/guidelines that don't apply.
 - N/A A detailed description of how the project addresses any design guidance provided by the DRB or HPC.
 - Any requested departures from the design standards, along with an explanation of how the departure criteria is met.
- Residential Multi Data sheet (attached)
- Photos of the site context showing the subject site and adjacent buildings, including the block face and the block face across the street
- Zoning compliance data (calculate required parking, lot coverage, open space, etc.)
- List new gross floor area: Ground floor: _____ Upper floors total _____
- Value of new construction and exterior alterations: \$50,000 or less Over \$50,000
- Legal description of the property
- Other land use permit applications required for the project
- One (1) full-size (24" x 36") scaled, dimensioned plan set (more may be requested by staff)
- Eight (8) sets of 11" x 17" reductions of all plans, including colorized sheets
- Provide copies of the plans in an electronic format.

- Application fee (DRB pre-application review fee credited if application is filed within 6 months of the DRB meeting)
- Mailing list and labels (if Type II or requires Board or Commission review)
- Submit information if the proposal is utilizing Transfer of Development Rights (TDR) / Purchase of Development Rights (PDR). Indicate the number to be transferred or purchased. Note that TDR/PDR may only be used within a City TDR/PDR receiving area.
- Other required information: _____

SITE PLAN REQUIREMENTS CHECKLIST:

Provide a site plan containing the following information. This checklist is divided by type of development. Provide the information under each heading that applies to your project.

The Planning & Community Development Department may require additional information to evaluate the proposal.

Scale shall be standard architectural or engineering. The scale must allow clear depiction of all required information, typically between ¼" = 1' and 1/8" = 1'; and 1" = 10' and 1" = 40';

Existing Site Conditions

- Vicinity map
- All lot lines and site boundary dimensions
- Topography
- N/A Critical Areas
- Streets, alleys, etc.
- Utilities
- N/A Location, dimensions, gross floor area and use of existing structures. Indicate all structures to be demolished
- N/A Distances between structures and property lines
- Location and design of all paving
- Walkways and bicycle paths

New Development

- Proposed lot lines
- Existing and proposed easements
- Proposed grading/final contours
- Location, dimensions, and use of proposed buildings and structures. Include decks, patios, fences and signs
- Distances between proposed buildings, parking areas and property lines
- Existing and proposed elevation contours at intervals of not greater than 5 feet. Provide 2-foot contours when requested by the Planning & Community Development Department
- Location, height, top elevation and width and design of existing and proposed retaining walls and rockeries. Cross sections may be required

- Location, dimension and number of parking spaces (including accessible spaces), bicycle parking, drop-off areas and driveway access
- Proposed and existing pedestrian walkways and surfacing
- N/A All significant man-made or natural features (ponds, streams, etc.)
- Proposed storm water detention and treatment features (swales, ponds, vaults, etc.) Size, location and type of facilities on this preliminary plan shall be consistent with City, State and Federal requirements for storm water management.

(Note: The preliminary plan shall be designed or reviewed by a Civil Engineer registered with the State of Washington for conformance with regulations. The City may ask for information to corroborate the preliminary design. Any regulatory deficiencies in the proposed storm water plan are wholly the responsibility of the proponent and/or the engineer. You may be required to apply for amendments to land use and design permits if there are changes in the final storm water facilities that affect the site design.)

- All existing street and alley rights of way abutting the site. Include street name, width of right of way and location of existing improvements such as sidewalk, curb, medians, bus stops, overhead utility lines, street trees, street lights and street improvement width. Note any proposed changes to the street design
- Location of existing and proposed utilities within the site such as sewer, water, gas and electricity
- Location of existing fire hydrants
- Proposed garbage/recycling collection areas and dimensions
- Location and type of proposed exterior lighting, including parking lot and building
- Location of proposed signs
- Land uses, lot lines and approximate location of structures and pavement on abutting properties

Conceptual Landscaping Plan

- Scale
- Abutting street right of way to the curb
- Location, height, and designs of rockeries, retaining walls and fences
- Surface and subsurface stormwater facilities
- Buildings and paving
- Topographic contours - pre and post construction
- Wetlands, ponds, streams and proposed buffers
- Existing vegetation to be retained
- General location and type of proposed trees, shrubs and ground cover

N/A Commercial or Industrial Development

- Identification of service truck access routes
- Loading areas
- Outdoor storage or display areas
- Location and type of screening and buffering proposed

N/A Critical Areas on or Adjacent to the Site

- Areas of flood hazard (FEMA floodplain or floodway)
- Wetlands on site and within 100 feet of the project boundary
- Streams, ponds or lakes on site and within 200 feet of the project boundary

- Marine shoreline within 200 feet of the project site
- Proposed wetland and water body setbacks and buffers
- Conservation easements or other development restrictions/existing conditions affecting the site

ARCHITECTURAL PLAN CONTENT CHECKLIST:

New buildings and additions:

- Building elevations drawn at 1/8" = 1' or comparable scale showing:
 - All facades with shadowing to show modulation of wall and roof
 - Door and window treatments
 - Awnings
 - Artwork
 - Exterior lighting
 - Building materials
 - Type of window glazing
 - Mechanical equipment and screening methods
 - Colors, etc.
- Contextual street elevation showing the proposed building in relation to adjacent buildings
- Perspective drawings, color renderings or other three-dimensional representations to adequately illustrate the proposal. Models and/or material and color boards are recommended
- Dimensioned floor plans with uses labeled; include parking garage layout
- Signs

N/A Exterior building alterations:

- A site plan is required if the project includes site alterations or if any proposed feature extends into the public street right of way
- Building elevations drawn at 1/8" = 1' or comparable scale showing:
 - All facades with shadowing to show modulation of wall and roof
 - Door and window treatments
 - Awnings
 - Artwork
 - Exterior lighting
 - Building materials
 - Type of window glazing
 - Mechanical equipment and screening methods
 - Signs
 - Colors, etc.
- Clearly identify existing features to be retained
- Floor diagrams showing location of existing and proposed uses

(NOTE: After staff review of the application, additional materials may be required to fully illustrate the building and design features proposed.)



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MULTIFAMILY RESIDENTIAL PLAN DATA SHEET

Provide the following information for the proposed development. Use definitions and calculation methods in BMC Title 20 Land Use Development.

If the project is located in a Planned land use district (Use Qualifier) or has applied for a City of Bellingham multifamily tax exemption, enter the development contract or application number:

Not applicable Contract/application number: _____

Total number of units: _____ *Bedroom amounts for the single-family residences are not known at this time. Data provided in the table below is only for the 27 Infill Toolkit Small Houses & 4 ADUs. 40 total units reflects the total number of Infill Toolkit SFRs, Standard SFRs, and ADUs.*

| | Studio | 1-bedroom | 2-bedroom | 3-bedroom | 4-bedroom |
|------------------|--------|-----------|-----------|-----------|-----------|
| Existing Units | | | | | |
| Proposed Units | | | | | |
| Demolished Units | - | - | - | - | - |
| Total Net Units | | | | | |

Total site area: _____ sq. ft. Proposed Density: _____ sq. ft. of land area per dwelling unit

Lot Coverage: _____ sq. ft. _____ % of site

Open Space: _____ sq. ft. _____ % of site

Total useable space: _____ sq. ft.

Private: _____ sq. ft. Common: _____ sq. ft.

Most of this form is not applicable as the project is a single-family and Infill Toolkit Small House project subject to BMC 20.30 and BMC 20.28, respectively and not a RM project subject to BMC 20.32. We do not have plans for the standard single-family residences at this time.

Describe type of useable space provided (decks, yards, recreation buildings, type of recreational facilities and equipment): _____

Total number of parking spaces proposed: _____

Garage parking spaces proposed: _____ Carport parking spaces proposed: _____

Garage amount for IT Small Houses only.

Check Yard Setback Options Taken: *RS standard setbacks will apply to non-IT detached single family lots.*

- None
- Side yard window wall
- Side yard wall without window
- Rear yard window wall
- Rear yard wall without window

Height of tallest building: _____ feet under definition #1 *All homes will meet RS height requirements for detached single family homes. All IT homes will meet IT height requirements.*

Height of tallest building: _____ feet under definition #2

INFILL HOUSING APPLICATION CHECKLIST

(PLEASE TYPE OR PRINT CLEARLY IN BLUE OR BLACK INK)

An Infill Housing Worksheet is required for all Infill Housing types. The following materials must be submitted in order to have a complete application. **Planning staff will help you determine which of these requirements are applicable. See instructions in this packet.**

RETURN THIS CHECKLIST WITH THE APPLICATION

Applicant to Check if Submitted

- Pre-application conference or waiver
- Pre-application neighborhood meeting or waiver (if required)
- Transportation certificate of consistency (if required)
- Land Use Application
- Filing fee (Applicable fee as calculated by Planning staff. See separate Fee Schedule.)
- Mailing list and labels (Complete the attached Names and Mailing Addresses of Surrounding Property Owners for property within 500 feet.)
- Environmental checklist (SEPA) (if required)
- Infill Housing Application Worksheet(s)
- Legal description of the property (attach separate page if lengthy): _____

- Associated land use permit applications. (Consult with Planning staff to determine if other land use permits are required. All Type II applications must be submitted concurrently.)
- Site plan (see attached Site Plan Checklist)
- Photos of the site context showing the subject site and adjacent buildings, including the block face and the block face across the street
- Other required information: _____

NOTE: After staff review of the application, additional materials may be required to fully illustrate the building and design features proposed.

CITY OF BELLINGHAM PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT SITE PLAN REQUIREMENTS CHECKLIST

Provide a site plan containing the following information. Provide the information under each heading that applies to your project.

The Planning & Community Development Department may require additional information when necessary to evaluate the proposal.

- Scale shall be standard architectural or engineering. The scale must allow clear depiction of all required information, typically between 1" = 10' and 1" = 20'.
- Submit one (1) full set of scaled plans folded to 8.5" x 11" size, and two (2) 11" x 17" reduction illustrating the following:**

New buildings and additions:

- Vicinity map
- Site plan (see attached Site Plan Checklist)
- Building elevations drawn at 1/8" = 1' or comparable scale showing all facades with shadowing to show modulation of wall and roof. Include design details such as door and window treatments, awnings, artwork, exterior lighting, building materials, type of window glazing, mechanical equipment screening methods, colors, etc. Dimension building height and floor to floor heights. Clearly identify new work and existing features to be retained.
- Contextual street elevation showing the proposed building in relation to adjacent buildings
- Perspective drawings, color renderings or other three-dimensional representations to adequately illustrate the proposal. Models and/or material and color boards may be included.
- Dimensioned floor plans with uses labeled; include parking garage layout
- Signs

Existing Site Conditions

- All lot lines and site boundary dimensions.
- Location, dimensions, gross floor area, floor plans and use of existing structures. Indicate all structures to be demolished.
- Distances between structures and property lines.
- Location and design of all paving.
- Walkways and bicycle paths.

New Development

- Proposed lot lines.
- Existing and proposed easements and maintenance agreements for any shared access among lots.
- Proposed legal documents for maintenance of any common areas if condo or fee simple.
- Location, dimensions, and use of proposed buildings and structures. Include decks, patios, fences and signs.
- Distances between proposed buildings, parking areas and property lines.
- Scaled floor plan (1/4"=1' or 1/8"=1') of existing and proposed buildings.
- Existing and proposed elevation contours at intervals of not greater than 5 feet. Provide 2-foot contours when requested by the Planning & Community Development Department.
- Location, height, top elevation, width and design of existing and proposed retaining walls and rockeries. Cross sections may be required.
- Location, dimension and number of parking spaces (including accessible spaces), bicycle parking, drop-off areas and driveway access.
- Proposed and existing pedestrian walkways and surfacing.

- All significant man-made or natural features (ponds, woodlands, streams, etc.)
- Proposed storm water detention and treatment features (swales, ponds, vaults, etc.) Size, location and type of facilities on this preliminary plan shall be consistent with City, State and Federal requirements for storm water management.

(Note: The preliminary plan shall be designed or reviewed by a Civil Engineer registered with the State of Washington for conformance with regulations. The City may ask for information to corroborate the preliminary design. Any regulatory deficiencies in the proposed storm water plan are wholly the responsibility of the proponent and/or the engineer. You may be required to apply for amendments to land use and design permits if there are changes in the final storm water facilities that affect the site design.)

- All existing street and alley rights of way abutting the site. Include street name, width of right of way and location of existing improvements such as sidewalk, curb, medians, bus stops, overhead utility lines, street trees, street lights and street improvement width. Note any proposed changes to the street design.
- Location, dimensions, and design of proposed lanes.
- Location of existing and proposed utilities within the site such as sewer, water, gas and electricity.
- Location of existing fire hydrants.
- Proposed garbage/recycling collection areas, including design and dimensions.
- Location and type of proposed exterior lighting.
- Location of proposed signs.
- Land uses, lot lines and approximate location of structures and pavement on abutting properties.
- Landscaping Plan.** Include the following:
 - scale
 - abutting street right of way to the curb
 - rockeries, retaining walls, fences, arbors and trellises
 - surface storm water facilities
 - buildings and paving
 - topographic contours
 - wetlands, ponds, streams and proposed buffers
 - existing vegetation to be retained
 - general location and type of proposed trees, shrubs and ground cover

N/A Environmentally Sensitive Areas on or Adjacent to the Site

- Areas of flood hazard (FEMA floodplain or floodway).
- Wetlands on site and within 100 feet of the project boundary.
- Streams, ponds or lakes on site and within 200 feet of the project boundary.
- Marine shoreline within 200 feet of the project site.
- Proposed wetland and water body setbacks and buffers.
- Conservation easements or other development restrictions affecting the site.
- Steep slopes

Design Review Criteria

Please consult with Planning staff if a project is subject to design review criteria for any of the following:

- Infill Housing (specify housing types(s)): _____
- Multifamily Residential.
- City Center.
- Fairhaven.
- Urban Village (Specify): _____
- Other (Specify): _____



SPECIFIC INFILL HOUSING APPLICATION WORKSHEET SMALL AND SMALLER HOUSE

(PLEASE TYPE OR PRINT CLEARLY IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application form
- All of the materials and information required on the Infill Housing Application Checklist
- All of the materials and information required on the Site Plan Requirements Checklist
- All of the materials and information required by this worksheet
- Subdivision Application

Project Data:

Fill out a separate Application Worksheet for each lot and house that is not of common size or design.

1. Zoning: Neighborhood: _____ Area: _____
General Use Type: _____ Use Qualifier: _____ Density: _____
2. Housing Type (check one): Smaller House Small House
3. Parent parcel size: _____ Lot # 1 of _____. Lot size: 4,785 SF.
4. Floor area (including attached garage) of dwelling unit:
Basement: _____ 1st floor: 1005 SF 2nd floor: 602 SF Total: 1,607 SF.
5. Square Footage of all detached accessory buildings/garages: 505 SF.
6. Floor area ratio: 0.34
7. Number of Bedrooms: _____
8. Number of Parking Spaces provided on site: _____
9. Building Height is 15'-7" as measured from Height Definition # 2.
 - Please fill out and attach a height worksheet for the proposed building.
10. Square footage (and %) of site that is open space: 2,635 SF = 55 %.
11. Square footage (and %) of open space that is pervious material: _____ SF = _____ %.

Depending on the nature of the project, additional information may be required.



SPECIFIC INFILL HOUSING APPLICATION WORKSHEET SMALL AND SMALLER HOUSE

(PLEASE TYPE OR PRINT CLEARLY IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application form
- All of the materials and information required on the Infill Housing Application Checklist
- All of the materials and information required on the Site Plan Requirements Checklist
- All of the materials and information required by this worksheet
- Subdivision Application

Project Data:

Fill out a separate Application Worksheet for each lot and house that is not of common size or design.

1. Zoning: Neighborhood: _____ Area: _____
General Use Type: _____ Use Qualifier: _____ Density: _____
2. Housing Type (check one): Smaller House Small House
3. Parent parcel size: _____ Lot # 2 of _____ Lot size: 4,785 SF
4. Floor area (including attached garage) of dwelling unit:
Basement: _____ 1st floor: 948 SF 2nd floor: 634 SF Total: 1,582 SF
5. Square Footage of all detached accessory buildings/garages: 510 SF
6. Floor area ratio: 0.33
7. Number of Bedrooms: _____
8. Number of Parking Spaces provided on site: _____
9. Building Height is 11'-7" as measured from Height Definition # 2
 - Please fill out and attach a height worksheet for the proposed building.
10. Square footage (and %) of site that is open space: 2,681 SF = 56 %.
11. Square footage (and %) of open space that is pervious material: _____ SF = _____ %.

Depending on the nature of the project, additional information may be required.



SPECIFIC INFILL HOUSING APPLICATION WORKSHEET SMALL AND SMALLER HOUSE

(PLEASE TYPE OR PRINT CLEARLY IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application form
- All of the materials and information required on the Infill Housing Application Checklist
- All of the materials and information required on the Site Plan Requirements Checklist
- All of the materials and information required by this worksheet
- Subdivision Application

Project Data:

Fill out a separate Application Worksheet for each lot and house that is not of common size or design.

1. **Zoning:** Neighborhood: _____ Area: _____
General Use Type: _____ Use Qualifier: _____ Density: _____
2. Housing Type (check one): Smaller House Small House
3. Parent parcel size: _____ Lot # 3 of _____. Lot size: 4,785 SF.
4. Floor area (including attached garage) of dwelling unit:
Basement: _____ 1st floor: 852 SF 2nd floor: 802 SF Total: 1,655 SF.
5. Square Footage of all detached accessory buildings/garages: 518 SF.
6. Floor area ratio: 0.35
7. Number of Bedrooms: _____
8. Number of Parking Spaces provided on site: _____
9. Building Height is 16'-9" as measured from Height Definition # 2.
 - Please fill out and attach a height worksheet for the proposed building.
10. Square footage (and %) of site that is open space: 2,786 SF = 58 %.
11. Square footage (and %) of open space that is pervious material: _____ SF = _____ %.

Depending on the nature of the project, additional information may be required.



SPECIFIC INFILL HOUSING APPLICATION WORKSHEET SMALL AND SMALLER HOUSE

(PLEASE TYPE OR PRINT CLEARLY IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application form
- All of the materials and information required on the Infill Housing Application Checklist
- All of the materials and information required on the Site Plan Requirements Checklist
- All of the materials and information required by this worksheet
- Subdivision Application

Project Data:

Fill out a separate Application Worksheet for each lot and house that is not of common size or design.

1. Zoning: Neighborhood: _____ Area: _____
General Use Type: _____ Use Qualifier: _____ Density: _____
2. Housing Type (check one): Smaller House Small House
3. Parent parcel size: _____ Lot # 4 of _____ Lot size: 4,785 SF
4. Floor area (including attached garage) of dwelling unit:
Basement: _____ 1st floor: 1,048 SF 2nd floor: 584 SF Total: 1,632 SF
5. Square Footage of all detached accessory buildings/garages: 472 SF
6. Floor area ratio: 0.34
7. Number of Bedrooms: _____
8. Number of Parking Spaces provided on site: _____
9. Building Height is 13'-4" as measured from Height Definition # 2
 - Please fill out and attach a height worksheet for the proposed building.
10. Square footage (and %) of site that is open space: 2,574 SF = 54 %.
11. Square footage (and %) of open space that is pervious material: _____ SF = _____ %.

Depending on the nature of the project, additional information may be required.



SPECIFIC INFILL HOUSING APPLICATION WORKSHEET SMALL AND SMALLER HOUSE

(PLEASE TYPE OR PRINT CLEARLY IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application form
- All of the materials and information required on the Infill Housing Application Checklist
- All of the materials and information required on the Site Plan Requirements Checklist
- All of the materials and information required by this worksheet
- Subdivision Application

Project Data:

Fill out a separate Application Worksheet for each lot and house that is not of common size or design.

1. Zoning: Neighborhood: _____ Area: _____
General Use Type: _____ Use Qualifier: _____ Density: _____
2. Housing Type (check one): Smaller House Small House
3. Parent parcel size: _____ Lot # 5 of _____ Lot size: 4,785 SF
4. Floor area (including attached garage) of dwelling unit:
Basement: _____ 1st floor: 1,041 SF 2nd floor: 571 SF Total: 1,612 SF
5. Square Footage of all detached accessory buildings/garages: 462 SF
6. Floor area ratio: 0.34
7. Number of Bedrooms: _____
8. Number of Parking Spaces provided on site: _____
9. Building Height is 12'-8" as measured from Height Definition # 2
 - Please fill out and attach a height worksheet for the proposed building.
10. Square footage (and %) of site that is open space: 2,710 SF = 57 %.
11. Square footage (and %) of open space that is pervious material: _____ SF = _____ %.

Depending on the nature of the project, additional information may be required.



SPECIFIC INFILL HOUSING APPLICATION WORKSHEET SMALL AND SMALLER HOUSE

(PLEASE TYPE OR PRINT CLEARLY IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application form
- All of the materials and information required on the Infill Housing Application Checklist
- All of the materials and information required on the Site Plan Requirements Checklist
- All of the materials and information required by this worksheet
- Subdivision Application

Project Data:

Fill out a separate Application Worksheet for each lot and house that is not of common size or design.

1. Zoning: Neighborhood: _____ Area: _____
General Use Type: _____ Use Qualifier: _____ Density: _____
2. Housing Type (check one): Smaller House Small House
3. Parent parcel size: _____ Lot # 6 of _____. Lot size: 5,000 SF.
4. Floor area (including attached garage) of dwelling unit:
Basement: _____ 1st floor: 852 SF 2nd floor: 803 SF Total: 1,655 SF.
5. Square Footage of all detached accessory buildings/garages: 518 SF.
6. Floor area ratio: 0.35
7. Number of Bedrooms: _____
8. Number of Parking Spaces provided on site: _____
9. Building Height is 14'-5" as measured from Height Definition # 2.
 - Please fill out and attach a height worksheet for the proposed building.
10. Square footage (and %) of site that is open space: 2,573 SF = 58 %.
11. Square footage (and %) of open space that is pervious material: _____ SF = _____ %.

Depending on the nature of the project, additional information may be required.



SPECIFIC INFILL HOUSING APPLICATION WORKSHEET SMALL AND SMALLER HOUSE

(PLEASE TYPE OR PRINT CLEARLY IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application form
- All of the materials and information required on the Infill Housing Application Checklist
- All of the materials and information required on the Site Plan Requirements Checklist
- All of the materials and information required by this worksheet
- Subdivision Application

Project Data:

Fill out a separate Application Worksheet for each lot and house that is not of common size or design.

1. **Zoning:** Neighborhood: _____ Area: _____
General Use Type: _____ Use Qualifier: _____ Density: _____
2. Housing Type (check one): Smaller House Small House
3. Parent parcel size: _____ Lot # 7 of _____ Lot size: 4,981 SF
4. Floor area (including attached garage) of dwelling unit:
Basement: _____ 1st floor: 1,048 SF 2nd floor: 584 SF Total: 1,632 SF
5. Square Footage of all detached accessory buildings/garages: 472 SF
6. Floor area ratio: 0.33
7. Number of Bedrooms: _____
8. Number of Parking Spaces provided on site: _____
9. Building Height is 13'-5" as measured from Height Definition # 2
 - Please fill out and attach a height worksheet for the proposed building.
10. Square footage (and %) of site that is open space: 2,811 SF = 56 %.
11. Square footage (and %) of open space that is pervious material: _____ SF = _____ %.

Depending on the nature of the project, additional information may be required.



SPECIFIC INFILL HOUSING APPLICATION WORKSHEET SMALL AND SMALLER HOUSE

(PLEASE TYPE OR PRINT CLEARLY IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application form
- All of the materials and information required on the Infill Housing Application Checklist
- All of the materials and information required on the Site Plan Requirements Checklist
- All of the materials and information required by this worksheet
- Subdivision Application

Project Data:

Fill out a separate Application Worksheet for each lot and house that is not of common size or design.

1. Zoning: Neighborhood: _____ Area: _____
General Use Type: _____ Use Qualifier: _____ Density: _____
2. Housing Type (check one): Smaller House Small House
3. Parent parcel size: _____ Lot # 15 of _____. Lot size: 4,650 SF.
4. Floor area (including attached garage) of dwelling unit:
Basement: _____ 1st floor: 1,017 SF 2nd floor: 567 SF Total: 1,584 SF.
5. Square Footage of all detached accessory buildings/garages: 480 SF.
6. Floor area ratio: 0.34
7. Number of Bedrooms: _____
8. Number of Parking Spaces provided on site: _____
9. Building Height is 21'-10" as measured from Height Definition # 1.
 - Please fill out and attach a height worksheet for the proposed building.
10. Square footage (and %) of site that is open space: 2,026 SF = 44 %.
11. Square footage (and %) of open space that is pervious material: _____ SF = _____ %.

Depending on the nature of the project, additional information may be required.



SPECIFIC INFILL HOUSING APPLICATION WORKSHEET SMALL AND SMALLER HOUSE

(PLEASE TYPE OR PRINT CLEARLY IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application form
- All of the materials and information required on the Infill Housing Application Checklist
- All of the materials and information required on the Site Plan Requirements Checklist
- All of the materials and information required by this worksheet
- Subdivision Application

Project Data:

Fill out a separate Application Worksheet for each lot and house that is not of common size or design.

1. Zoning: Neighborhood: _____ Area: _____
General Use Type: _____ Use Qualifier: _____ Density: _____
2. Housing Type (check one): Smaller House Small House
3. Parent parcel size: _____ Lot # 16 of _____ Lot size: 4,742 SF
4. Floor area (including attached garage) of dwelling unit:
Basement: _____ 1st floor: 754 SF 2nd floor: 901 SF Total: 1,655 SF
5. Square Footage of all detached accessory buildings/garages: 484 SF
6. Floor area ratio: 0.35
7. Number of Bedrooms: _____
8. Number of Parking Spaces provided on site: _____
9. Building Height is 23'-2" as measured from Height Definition # 1
 - Please fill out and attach a height worksheet for the proposed building.
10. Square footage (and %) of site that is open space: 2,431 SF = 51 %.
11. Square footage (and %) of open space that is pervious material: _____ SF = _____ %.

Depending on the nature of the project, additional information may be required.



SPECIFIC INFILL HOUSING APPLICATION WORKSHEET SMALL AND SMALLER HOUSE

(PLEASE TYPE OR PRINT CLEARLY IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application form
- All of the materials and information required on the Infill Housing Application Checklist
- All of the materials and information required on the Site Plan Requirements Checklist
- All of the materials and information required by this worksheet
- Subdivision Application

Project Data:

Fill out a separate Application Worksheet for each lot and house that is not of common size or design.

1. Zoning: Neighborhood: _____ Area: _____
General Use Type: _____ Use Qualifier: _____ Density: _____
2. Housing Type (check one): Smaller House Small House
3. Parent parcel size: _____ Lot # 17 of _____ Lot size: 4,926 SF
4. Floor area (including attached garage) of dwelling unit:
Basement: _____ 1st floor: 753 SF 2nd floor: 931 SF Total: 1,684 SF
5. Square Footage of all detached accessory buildings/garages: 484 SF
6. Floor area ratio: 0.34
7. Number of Bedrooms: _____
8. Number of Parking Spaces provided on site: _____
9. Building Height is 19'-8" as measured from Height Definition # 1
 - Please fill out and attach a height worksheet for the proposed building.
10. Square footage (and %) of site that is open space: 2,341 SF = 48 %.
11. Square footage (and %) of open space that is pervious material: _____ SF = _____ %.

Depending on the nature of the project, additional information may be required.



SPECIFIC INFILL HOUSING APPLICATION WORKSHEET SMALL AND SMALLER HOUSE

(PLEASE TYPE OR PRINT CLEARLY IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application form
- All of the materials and information required on the Infill Housing Application Checklist
- All of the materials and information required on the Site Plan Requirements Checklist
- All of the materials and information required by this worksheet
- Subdivision Application

Project Data:

Fill out a separate Application Worksheet for each lot and house that is not of common size or design.

1. Zoning: Neighborhood: _____ Area: _____
General Use Type: _____ Use Qualifier: _____ Density: _____
2. Housing Type (check one): Smaller House Small House
3. Parent parcel size: _____ Lot # 18 of _____ Lot size: 4,822 SF
4. Floor area (including attached garage) of dwelling unit:
Basement: _____ 1st floor: 1,017 SF 2nd floor: 567 SF Total: 1,584 SF
5. Square Footage of all detached accessory buildings/garages: 480 SF
6. Floor area ratio: 0.33
7. Number of Bedrooms: _____
8. Number of Parking Spaces provided on site: _____
9. Building Height is 21'-10" as measured from Height Definition # 1
 - Please fill out and attach a height worksheet for the proposed building.
10. Square footage (and %) of site that is open space: 2,429 SF = 50 %.
11. Square footage (and %) of open space that is pervious material: _____ SF = _____ %.

Depending on the nature of the project, additional information may be required.



SPECIFIC INFILL HOUSING APPLICATION WORKSHEET SMALL AND SMALLER HOUSE

(PLEASE TYPE OR PRINT CLEARLY IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application form
- All of the materials and information required on the Infill Housing Application Checklist
- All of the materials and information required on the Site Plan Requirements Checklist
- All of the materials and information required by this worksheet
- Subdivision Application

Project Data:

Fill out a separate Application Worksheet for each lot and house that is not of common size or design.

1. Zoning: Neighborhood: _____ Area: _____
General Use Type: _____ Use Qualifier: _____ Density: _____
2. Housing Type (check one): Smaller House Small House
3. Parent parcel size: _____ Lot # 20 of _____ Lot size: 4,780 SF
4. Floor area (including attached garage) of dwelling unit:
Basement: _____ 1st floor: 1,048 SF 2nd floor: 584 SF Total: 1,632 SF
5. Square Footage of all detached accessory buildings/garages: 472 SF
6. Floor area ratio: 0.34
7. Number of Bedrooms: _____
8. Number of Parking Spaces provided on site: _____
9. Building Height is 13'-4" as measured from Height Definition # 2
 - Please fill out and attach a height worksheet for the proposed building.
10. Square footage (and %) of site that is open space: 2,547 SF = 53 %.
11. Square footage (and %) of open space that is pervious material: _____ SF = _____ %.

Depending on the nature of the project, additional information may be required.



SPECIFIC INFILL HOUSING APPLICATION WORKSHEET SMALL AND SMALLER HOUSE

(PLEASE TYPE OR PRINT CLEARLY IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application form
- All of the materials and information required on the Infill Housing Application Checklist
- All of the materials and information required on the Site Plan Requirements Checklist
- All of the materials and information required by this worksheet
- Subdivision Application

Project Data:

Fill out a separate Application Worksheet for each lot and house that is not of common size or design.

1. Zoning: Neighborhood: _____ Area: _____
General Use Type: _____ Use Qualifier: _____ Density: _____
2. Housing Type (check one): Smaller House Small House
3. Parent parcel size: _____ Lot # 21 of _____ Lot size: 4,947 SF
4. Floor area (including attached garage) of dwelling unit:
Basement: _____ 1st floor: 1,041 SF 2nd floor: 571 SF Total: 1,612 SF
5. Square Footage of all detached accessory buildings/garages: 462 SF
6. Floor area ratio: 0.33
7. Number of Bedrooms: _____
8. Number of Parking Spaces provided on site: _____
9. Building Height is 16'-10" as measured from Height Definition # 1
 - Please fill out and attach a height worksheet for the proposed building.
10. Square footage (and %) of site that is open space: 1,963 SF = 40 %.
11. Square footage (and %) of open space that is pervious material: _____ SF = _____ %.

Depending on the nature of the project, additional information may be required.



SPECIFIC INFILL HOUSING APPLICATION WORKSHEET SMALL AND SMALLER HOUSE

(PLEASE TYPE OR PRINT CLEARLY IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application form
- All of the materials and information required on the Infill Housing Application Checklist
- All of the materials and information required on the Site Plan Requirements Checklist
- All of the materials and information required by this worksheet
- Subdivision Application

Project Data:

Fill out a separate Application Worksheet for each lot and house that is not of common size or design.

1. Zoning: Neighborhood: _____ Area: _____
General Use Type: _____ Use Qualifier: _____ Density: _____
2. Housing Type (check one): Smaller House Small House
3. Parent parcel size: _____ Lot # 22 of _____ Lot size: 4,800 SF
4. Floor area (including attached garage) of dwelling unit:
Basement: _____ 1st floor: 1,005 SF 2nd floor: 602 SF Total: 1,607 SF
5. Square Footage of all detached accessory buildings/garages: 505 SF
6. Floor area ratio: 0.34
7. Number of Bedrooms: _____
8. Number of Parking Spaces provided on site: _____
9. Building Height is 16'-10" as measured from Height Definition # 2
 - Please fill out and attach a height worksheet for the proposed building.
10. Square footage (and %) of site that is open space: 2,337 SF = 49 %.
11. Square footage (and %) of open space that is pervious material: _____ SF = _____ %.

Depending on the nature of the project, additional information may be required.



SPECIFIC INFILL HOUSING APPLICATION WORKSHEET SMALL AND SMALLER HOUSE

(PLEASE TYPE OR PRINT CLEARLY IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application form
- All of the materials and information required on the Infill Housing Application Checklist
- All of the materials and information required on the Site Plan Requirements Checklist
- All of the materials and information required by this worksheet
- Subdivision Application

Project Data:

Fill out a separate Application Worksheet for each lot and house that is not of common size or design.

1. Zoning: Neighborhood: _____ Area: _____
General Use Type: _____ Use Qualifier: _____ Density: _____
2. Housing Type (check one): Smaller House Small House
3. Parent parcel size: _____ Lot # 23 of _____ Lot size: 4,800 SF
4. Floor area (including attached garage) of dwelling unit:
Basement: _____ 1st floor: 948 SF 2nd floor: 634 SF Total: 1,582 SF
5. Square Footage of all detached accessory buildings/garages: 510 SF
6. Floor area ratio: 0.33
7. Number of Bedrooms: _____
8. Number of Parking Spaces provided on site: _____
9. Building Height is 14'-2" as measured from Height Definition # 2
 - Please fill out and attach a height worksheet for the proposed building.
10. Square footage (and %) of site that is open space: 2,578 SF = 54 %.
11. Square footage (and %) of open space that is pervious material: _____ SF = _____ %.

Depending on the nature of the project, additional information may be required.



SPECIFIC INFILL HOUSING APPLICATION WORKSHEET SMALL AND SMALLER HOUSE

(PLEASE TYPE OR PRINT CLEARLY IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application form
- All of the materials and information required on the Infill Housing Application Checklist
- All of the materials and information required on the Site Plan Requirements Checklist
- All of the materials and information required by this worksheet
- Subdivision Application

Project Data:

Fill out a separate Application Worksheet for each lot and house that is not of common size or design.

1. Zoning: Neighborhood: _____ Area: _____
General Use Type: _____ Use Qualifier: _____ Density: _____
2. Housing Type (check one): Smaller House Small House
3. Parent parcel size: _____ Lot # 24 of _____ Lot size: 4,800 SF
4. Floor area (including attached garage) of dwelling unit:
Basement: _____ 1st floor: 1,048 SF 2nd floor: 584 SF Total: 1,632 SF
5. Square Footage of all detached accessory buildings/garages: 472 SF
6. Floor area ratio: 0.34
7. Number of Bedrooms: _____
8. Number of Parking Spaces provided on site: _____
9. Building Height is 13'-5" as measured from Height Definition # 2
 - Please fill out and attach a height worksheet for the proposed building.
10. Square footage (and %) of site that is open space: 2,184 SF = 46 %.
11. Square footage (and %) of open space that is pervious material: _____ SF = _____ %.

Depending on the nature of the project, additional information may be required.



SPECIFIC INFILL HOUSING APPLICATION WORKSHEET SMALL AND SMALLER HOUSE

(PLEASE TYPE OR PRINT CLEARLY IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application form
- All of the materials and information required on the Infill Housing Application Checklist
- All of the materials and information required on the Site Plan Requirements Checklist
- All of the materials and information required by this worksheet
- Subdivision Application

Project Data:

Fill out a separate Application Worksheet for each lot and house that is not of common size or design.

1. Zoning: Neighborhood: _____ Area: _____
General Use Type: _____ Use Qualifier: _____ Density: _____
2. Housing Type (check one): Smaller House Small House
3. Parent parcel size: _____ Lot # 25 of _____ Lot size: 4,800 SF
4. Floor area (including attached garage) of dwelling unit:
Basement: _____ 1st floor: 1,048 SF 2nd floor: 584 SF Total: 1,632 SF
5. Square Footage of all detached accessory buildings/garages: 472 SF
6. Floor area ratio: 0.34
7. Number of Bedrooms: _____
8. Number of Parking Spaces provided on site: _____
9. Building Height is 13'-2" as measured from Height Definition # 2
 - Please fill out and attach a height worksheet for the proposed building.
10. Square footage (and %) of site that is open space: 2,382 SF = 50 %.
11. Square footage (and %) of open space that is pervious material: _____ SF = _____ %.

Depending on the nature of the project, additional information may be required.



SPECIFIC INFILL HOUSING APPLICATION WORKSHEET SMALL AND SMALLER HOUSE

(PLEASE TYPE OR PRINT CLEARLY IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application form
- All of the materials and information required on the Infill Housing Application Checklist
- All of the materials and information required on the Site Plan Requirements Checklist
- All of the materials and information required by this worksheet
- Subdivision Application

Project Data:

Fill out a separate Application Worksheet for each lot and house that is not of common size or design.

1. Zoning: Neighborhood: _____ Area: _____
General Use Type: _____ Use Qualifier: _____ Density: _____
2. Housing Type (check one): Smaller House Small House
3. Parent parcel size: _____ Lot # 26 of _____ Lot size: 4,800 SF
4. Floor area (including attached garage) of dwelling unit:
Basement: _____ 1st floor: 1,041 SF 2nd floor: 571 SF Total: 1,612 SF
5. Square Footage of all detached accessory buildings/garages: 462 SF
6. Floor area ratio: 0.34
7. Number of Bedrooms: _____
8. Number of Parking Spaces provided on site: _____
9. Building Height is 16'-2" as measured from Height Definition # 2
 - Please fill out and attach a height worksheet for the proposed building.
10. Square footage (and %) of site that is open space: 2,287 SF = 48 %.
11. Square footage (and %) of open space that is pervious material: _____ SF = _____ %.

Depending on the nature of the project, additional information may be required.



SPECIFIC INFILL HOUSING APPLICATION WORKSHEET SMALL AND SMALLER HOUSE

(PLEASE TYPE OR PRINT CLEARLY IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application form
- All of the materials and information required on the Infill Housing Application Checklist
- All of the materials and information required on the Site Plan Requirements Checklist
- All of the materials and information required by this worksheet
- Subdivision Application

Project Data:

Fill out a separate Application Worksheet for each lot and house that is not of common size or design.

1. Zoning: Neighborhood: _____ Area: _____
General Use Type: _____ Use Qualifier: _____ Density: _____
2. Housing Type (check one): Smaller House Small House
3. Parent parcel size: _____ Lot # 27 of _____ Lot size: 4,800 SF
4. Floor area (including attached garage) of dwelling unit:
Basement: _____ 1st floor: 852 SF 2nd floor: 803 SF Total: 1,655 SF
5. Square Footage of all detached accessory buildings/garages: 518 SF
6. Floor area ratio: 0.35
7. Number of Bedrooms: _____
8. Number of Parking Spaces provided on site: _____
9. Building Height is 16'-0" as measured from Height Definition # 2
 - Please fill out and attach a height worksheet for the proposed building.
10. Square footage (and %) of site that is open space: 2,562 SF = 53 %.
11. Square footage (and %) of open space that is pervious material: _____ SF = _____ %.

Depending on the nature of the project, additional information may be required.



SPECIFIC INFILL HOUSING APPLICATION WORKSHEET SMALL AND SMALLER HOUSE

(PLEASE TYPE OR PRINT CLEARLY IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application form
- All of the materials and information required on the Infill Housing Application Checklist
- All of the materials and information required on the Site Plan Requirements Checklist
- All of the materials and information required by this worksheet
- Subdivision Application

Project Data:

Fill out a separate Application Worksheet for each lot and house that is not of common size or design.

1. **Zoning:** Neighborhood: _____ Area: _____
General Use Type: _____ Use Qualifier: _____ Density: _____
2. Housing Type (check one): Smaller House Small House
3. Parent parcel size: _____ Lot # 28 of _____ Lot size: 4,956 SF
4. Floor area (including attached garage) of dwelling unit:
Basement: _____ 1st floor: 753 SF 2nd floor: 931 SF Total: 1,684 SF
5. Square Footage of all detached accessory buildings/garages: 484 SF
6. Floor area ratio: 0.34
7. Number of Bedrooms: _____
8. Number of Parking Spaces provided on site: _____
9. Building Height is 16'-8" as measured from Height Definition # 2
 - Please fill out and attach a height worksheet for the proposed building.
10. Square footage (and %) of site that is open space: 2,980 SF = 60 %.
11. Square footage (and %) of open space that is pervious material: _____ SF = _____ %.

Depending on the nature of the project, additional information may be required.



SPECIFIC INFILL HOUSING APPLICATION WORKSHEET SMALL AND SMALLER HOUSE

(PLEASE TYPE OR PRINT CLEARLY IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application form
- All of the materials and information required on the Infill Housing Application Checklist
- All of the materials and information required on the Site Plan Requirements Checklist
- All of the materials and information required by this worksheet
- Subdivision Application

Project Data:

Fill out a separate Application Worksheet for each lot and house that is not of common size or design.

1. Zoning: Neighborhood: _____ Area: _____
General Use Type: _____ Use Qualifier: _____ Density: _____
2. Housing Type (check one): Smaller House Small House
3. Parent parcel size: _____ Lot # 29 of _____ Lot size: 4,600 SF
4. Floor area (including attached garage) of dwelling unit:
Basement: _____ 1st floor: 764 SF 2nd floor: 748 SF Total: 1,512 SF
5. Square Footage of all detached accessory buildings/garages: 795 SF
6. Floor area ratio: 0.33
7. Number of Bedrooms: _____
8. Number of Parking Spaces provided on site: _____
9. Building Height is 22'-7" as measured from Height Definition # 1
 - Please fill out and attach a height worksheet for the proposed building.
10. Square footage (and %) of site that is open space: 2,710 SF = 59 %.
11. Square footage (and %) of open space that is pervious material: _____ SF = _____ %.

Depending on the nature of the project, additional information may be required.



SPECIFIC INFILL HOUSING APPLICATION WORKSHEET SMALL AND SMALLER HOUSE

(PLEASE TYPE OR PRINT CLEARLY IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application form
- All of the materials and information required on the Infill Housing Application Checklist
- All of the materials and information required on the Site Plan Requirements Checklist
- All of the materials and information required by this worksheet
- Subdivision Application

Project Data:

Fill out a separate Application Worksheet for each lot and house that is not of common size or design.

1. **Zoning:** Neighborhood: _____ Area: _____
General Use Type: _____ Use Qualifier: _____ Density: _____
2. Housing Type (check one): Smaller House Small House
3. Parent parcel size: _____ Lot # 30 of _____ Lot size: 4,600 SF
4. Floor area (including attached garage) of dwelling unit:
Basement: _____ 1st floor: 925 SF 2nd floor: 521 SF Total: 1,446 SF
5. Square Footage of all detached accessory buildings/garages: 799 SF
6. Floor area ratio: 0.33
7. Number of Bedrooms: _____
8. Number of Parking Spaces provided on site: _____
9. Building Height is 14'-10" as measured from Height Definition # 2
 - Please fill out and attach a height worksheet for the proposed building.
10. Square footage (and %) of site that is open space: 2,597 SF = 56 %.
11. Square footage (and %) of open space that is pervious material: _____ SF = _____ %.

Depending on the nature of the project, additional information may be required.



SPECIFIC INFILL HOUSING APPLICATION WORKSHEET SMALL AND SMALLER HOUSE

(PLEASE TYPE OR PRINT CLEARLY IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application form
- All of the materials and information required on the Infill Housing Application Checklist
- All of the materials and information required on the Site Plan Requirements Checklist
- All of the materials and information required by this worksheet
- Subdivision Application

Project Data:

Fill out a separate Application Worksheet for each lot and house that is not of common size or design.

1. Zoning: Neighborhood: _____ Area: _____
General Use Type: _____ Use Qualifier: _____ Density: _____
2. Housing Type (check one): Smaller House Small House
3. Parent parcel size: _____ Lot # 31 of _____ Lot size: 4,600 SF
4. Floor area (including attached garage) of dwelling unit:
Basement: _____ 1st floor: 925 SF 2nd floor: 521 SF Total: 1,446 SF
5. Square Footage of all detached accessory buildings/garages: 795 SF
6. Floor area ratio: 0.33
7. Number of Bedrooms: _____
8. Number of Parking Spaces provided on site: _____
9. Building Height is 14'-0" as measured from Height Definition # 2
 - Please fill out and attach a height worksheet for the proposed building.
10. Square footage (and %) of site that is open space: 2,597 SF = 56 %.
11. Square footage (and %) of open space that is pervious material: _____ SF = _____ %.

Depending on the nature of the project, additional information may be required.



SPECIFIC INFILL HOUSING APPLICATION WORKSHEET SMALL AND SMALLER HOUSE

(PLEASE TYPE OR PRINT CLEARLY IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application form
- All of the materials and information required on the Infill Housing Application Checklist
- All of the materials and information required on the Site Plan Requirements Checklist
- All of the materials and information required by this worksheet
- Subdivision Application

Project Data:

Fill out a separate Application Worksheet for each lot and house that is not of common size or design.

1. Zoning: Neighborhood: _____ Area: _____
General Use Type: _____ Use Qualifier: _____ Density: _____
2. Housing Type (check one): Smaller House Small House
3. Parent parcel size: _____ Lot # 32 of _____ Lot size: 4,600 SF
4. Floor area (including attached garage) of dwelling unit:
Basement: _____ 1st floor: 764 SF 2nd floor: 748 SF Total: 1,512 SF
5. Square Footage of all detached accessory buildings/garages: 799 SF
6. Floor area ratio: 0.34
7. Number of Bedrooms: _____
8. Number of Parking Spaces provided on site: _____
9. Building Height is 14'-5" as measured from Height Definition # 2
 - Please fill out and attach a height worksheet for the proposed building.
10. Square footage (and %) of site that is open space: 2,737 SF = 60 %.
11. Square footage (and %) of open space that is pervious material: _____ SF = _____ %.

Depending on the nature of the project, additional information may be required.



SPECIFIC INFILL HOUSING APPLICATION WORKSHEET SMALL AND SMALLER HOUSE

(PLEASE TYPE OR PRINT CLEARLY IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application form
- All of the materials and information required on the Infill Housing Application Checklist
- All of the materials and information required on the Site Plan Requirements Checklist
- All of the materials and information required by this worksheet
- Subdivision Application

Project Data:

Fill out a separate Application Worksheet for each lot and house that is not of common size or design.

1. Zoning: Neighborhood: _____ Area: _____
General Use Type: _____ Use Qualifier: _____ Density: _____
2. Housing Type (check one): Smaller House Small House
3. Parent parcel size: _____ Lot # 33 of _____ Lot size: 4,926 SF
4. Floor area (including attached garage) of dwelling unit:
Basement: _____ 1st floor: 925 SF 2nd floor: 521 SF Total: 1,446 SF
5. Square Footage of all detached accessory buildings/garages: 548 SF
6. Floor area ratio: 0.30
7. Number of Bedrooms: _____
8. Number of Parking Spaces provided on site: _____
9. Building Height is 13'-3" as measured from Height Definition # 2
 - Please fill out and attach a height worksheet for the proposed building.
10. Square footage (and %) of site that is open space: 2,914 SF = 59 %.
11. Square footage (and %) of open space that is pervious material: _____ SF = _____ %.

Depending on the nature of the project, additional information may be required.



SPECIFIC INFILL HOUSING APPLICATION WORKSHEET SMALL AND SMALLER HOUSE

(PLEASE TYPE OR PRINT CLEARLY IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application form
- All of the materials and information required on the Infill Housing Application Checklist
- All of the materials and information required on the Site Plan Requirements Checklist
- All of the materials and information required by this worksheet
- Subdivision Application

Project Data:

Fill out a separate Application Worksheet for each lot and house that is not of common size or design.

1. Zoning: Neighborhood: _____ Area: _____
General Use Type: _____ Use Qualifier: _____ Density: _____
2. Housing Type (check one): Smaller House Small House
3. Parent parcel size: _____ Lot # 34 of _____ Lot size: 4,830 SF
4. Floor area (including attached garage) of dwelling unit:
Basement: _____ 1st floor: 885 SF 2nd floor: 614 SF Total: 1,499 SF
5. Square Footage of all detached accessory buildings/garages: 552 SF
6. Floor area ratio: 0.32
7. Number of Bedrooms: _____
8. Number of Parking Spaces provided on site: _____
9. Building Height is 15'-1" as measured from Height Definition # 2
 - Please fill out and attach a height worksheet for the proposed building.
10. Square footage (and %) of site that is open space: 2,864 SF = 59 %.
11. Square footage (and %) of open space that is pervious material: _____ SF = _____ %.

Depending on the nature of the project, additional information may be required.



SPECIFIC INFILL HOUSING APPLICATION WORKSHEET SMALL AND SMALLER HOUSE

(PLEASE TYPE OR PRINT CLEARLY IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application form
- All of the materials and information required on the Infill Housing Application Checklist
- All of the materials and information required on the Site Plan Requirements Checklist
- All of the materials and information required by this worksheet
- Subdivision Application

Project Data:

Fill out a separate Application Worksheet for each lot and house that is not of common size or design.

1. Zoning: Neighborhood: _____ Area: _____
General Use Type: _____ Use Qualifier: _____ Density: _____
2. Housing Type (check one): Smaller House Small House
3. Parent parcel size: _____ Lot # 35 of _____ Lot size: 4,830 SF
4. Floor area (including attached garage) of dwelling unit:
Basement: _____ 1st floor: 925 SF 2nd floor: 521 SF Total: 1,446 SF
5. Square Footage of all detached accessory buildings/garages: 488 SF
6. Floor area ratio: 0.30
7. Number of Bedrooms: _____
8. Number of Parking Spaces provided on site: _____
9. Building Height is 12'-6" as measured from Height Definition # 2
 - Please fill out and attach a height worksheet for the proposed building.
10. Square footage (and %) of site that is open space: 2,821 SF = 58 %.
11. Square footage (and %) of open space that is pervious material: _____ SF = _____ %.

Depending on the nature of the project, additional information may be required.



WORKSHEET FOR NON-INFILL HOUSING IN THE PROJECT

(PLEASE TYPE OR PRINT CLEARLY IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application form
- All of the materials and information required on the Infill Housing Application Checklist
- All of the materials and information required on the Site Plan Requirements Checklist
- All of the materials and information required by this worksheet
- Subdivision Application

Project Data:

Specific designs for the standard single-family lots are not provided with this application.
Therefore, a majority of this form is not able to be completed at this time.

Fill out a separate Application Worksheet for each lot and residential building that is not of common size or design.

1. Zoning: Neighborhood: _____ Area: _____
General Use Type: _____ Use Qualifier: _____ Density: _____
2. Housing Type: BMC 20.30 Single Family BMC 20.32 Multi Family (Specify): _____
 Other (Specify): _____
3. Parent parcel size: _____. Lot # _____ of _____. Lot size: _____.
4. Floor area of each dwelling unit: #1: _____ #2: _____ #3: _____

5. Total floor area of residential building(s): _____
6. Square Footage of all detached accessory buildings/garages: _____.
7. Number of Bedrooms per unit: _____
8. Number of Parking Spaces provided on site: _____
9. Building Height is _____ as measured from Height Definition # _____.
10. Lot Coverage: _____ SF = _____ %.
11. Open Space: _____ SF = _____ %.
12. Usable Space: Required _____ SF. Provided: _____ SF.
13. Nonconforming? Y N (Specify): _____

Depending on the nature of the project, additional information may be required.



Lot 29

Permit Center

210 Lottie Street, Bellingham, WA 98225
Phone: (360) 778-8300 Fax: (360) 778-8301 TTY: (360) 778-8382
Email: permits@cob.org Web: www.cob.org/permits

ACCESSORY DWELLING UNIT (ADU) SUBMITTAL REQUIREMENTS

Type II Process

(PLEASE PRINT CLEARLY OR TYPE IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application Form
- All of the materials and information required by this form
- N/A SEPA Checklist, if applicable (ask a planner if unsure)
- Application Fee payment
- Mailing list and labels for 500' radius

Project Data:

1. **ADU Type:** Attached ADU (A-ADU) Detached ADU (D-ADU)

2. Lot Size: 4,600 SF

3. The lot (check all that apply):
 - Has access to an improved alley or private access easement
 - Abuts an unimproved alley or private access easement
 - Has access to more than one street or lane (i.e. corner or through lot)
 - Has at least 5,000 sq. ft. in area

4. Square footage of primary residence
(gross heated floor area, excluding attached garages): 1,512 SF

5. Square footage of ADU:
 - A-ADU: _____ (Gross Heated Floor Area)
 - D-ADU: 795 SF (Calculated using the "general" definition of floor area in BMC 20.08.020, and includes attached ancillary space (garage, workshop, garden shed, etc.))

6. Size (%) of the ADU compared to primary residence: 53%
 - Using BMC 20.10.036(B)(6)(b) option for split level home (not to exceed 800 sq. ft.)

7. Floor area ratio: 0.33 SF (Including primary residence; only applicable when ADU is built with Infill Housing under BMC 20.28) **Per BMC 20.28.070(C)(1), ADU's are exempt from FAR**

8. Height of D-ADU is: 22'-5" (Measured per BMC 20.08.020 Height Definition #1)

9. Open space provided: 2,710 (Square feet); 59 (Percent of lot)

10. Number of bedrooms in the proposed ADU: Studio 1-bedroom 2-bedroom
(NOTE: The rental of an ADU may be subject to the Landlord Tenant Act, RCW 59.18)

11. Number of parking spaces provided for primary residence _____ and ADU: _____

Parking waiver requested for ADU? If yes, provide a separate sheet explaining site specific factors that justify the waiver, and how the waiver satisfies the minor modification criteria in BMC 20.10.036(B)(3).

12. Water meter will be: Shared with primary residence's meter
 Separate meter from that of primary residence

13. Sewer will be: Shared with primary residence's line
 Separate line from that of primary residence

14. Electrical meter will be: Shared with primary residence's meter
 Separate meter from that of primary residence

15. Minor modification(s) requested for an ADU? Y / N

If yes, provide a separate sheet explaining how each requested modification individually satisfies the minor modification criteria in BMC 20.10.036(B)(3). **Minor modification request is provided in the attached narrative**

16. **Submit scaled plans illustrating the following:**

A. A standard scaled (1/8" = 1' or comparable scale) site plan showing:

- Subject site property lines.
- The footprint of all existing structures located on the property.
- The location, size, and design of existing and proposed off-street parking.
- Dimension distances from property lines to all existing and proposed buildings (including adjacent buildings on abutting property).
- Location and surfacing of existing and proposed driveways and walkways.

B. A scaled floor plan (1/8" = 1' or comparable scale) of the existing residence.

C. A scaled floor plan of the proposed ADU in relation to the residence. If attached ADU, show with the floor plan of the primary residence.

D. A photograph or scaled elevation of the front of the primary residence. Include a street side elevation when the parcel is a corner lot. Include an alley elevation if proposal is a Detached ADU.

E. Scaled elevations of all sides of proposed new buildings or additions, including proposed materials, colors, and dimensioned height.

NOTE: Depending on the nature of the project, additional plans and information may be required.



Lot 30

Permit Center

210 Lottie Street, Bellingham, WA 98225
Phone: (360) 778-8300 Fax: (360) 778-8301 TTY: (360) 778-8382
Email: permits@cob.org Web: www.cob.org/permits

ACCESSORY DWELLING UNIT (ADU) SUBMITTAL REQUIREMENTS

Type II Process

(PLEASE PRINT CLEARLY OR TYPE IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application Form
- All of the materials and information required by this form
- SEPA Checklist, if applicable (ask a planner if unsure)
- Application Fee payment
- Mailing list and labels for 500' radius

Project Data:

1. **ADU Type:** Attached ADU (A-ADU) Detached ADU (D-ADU)

2. Lot Size: 4,600 SF

3. The lot (check all that apply):
 - Has access to an improved alley or private access easement
 - Abuts an unimproved alley or private access easement
 - Has access to more than one street or lane (i.e. corner or through lot)
 - Has at least 5,000 sq. ft. in area

4. Square footage of primary residence
(gross heated floor area, excluding attached garages): 1,446 SF

5. Square footage of ADU:
 - A-ADU: _____ (Gross Heated Floor Area)
 - D-ADU: 799 SF (Calculated using the "general" definition of floor area in BMC 20.08.020, and includes attached ancillary space (garage, workshop, garden shed, etc.))

6. Size (%) of the ADU compared to primary residence: 55%
 - Using BMC 20.10.036(B)(6)(b) option for split level home (not to exceed 800 sq. ft.)

7. Floor area ratio: 0.31 (Including primary residence; only applicable when ADU is built with Infill Housing under BMC 20.28) **Per BMC 20.28.070(C)(1), ADU's are exempt from FAR**

8. Height of D-ADU is: 23'-1" (Measured per BMC 20.08.020 Height Definition #1)

9. Open space provided: 2,597 SF (Square feet); 56% (Percent of lot)

10. Number of bedrooms in the proposed ADU: Studio 1-bedroom 2-bedroom
(NOTE: The rental of an ADU may be subject to the Landlord Tenant Act, RCW 59.18)

11. Number of parking spaces provided for primary residence _____ and ADU: _____

Parking waiver requested for ADU? If yes, provide a separate sheet explaining site specific factors that justify the waiver, and how the waiver satisfies the minor modification criteria in BMC 20.10.036(B)(3).

12. Water meter will be: Shared with primary residence's meter
 Separate meter from that of primary residence

13. Sewer will be: Shared with primary residence's line
 Separate line from that of primary residence

14. Electrical meter will be: Shared with primary residence's meter
 Separate meter from that of primary residence

15. Minor modification(s) requested for an ADU? Y / N

If yes, provide a separate sheet explaining how each requested modification individually satisfies the minor modification criteria in BMC 20.10.036(B)(3). **Minor modification request is provided in the attached narrative**

16. **Submit scaled plans illustrating the following:**

A. A standard scaled (1/8" = 1' or comparable scale) site plan showing:

- Subject site property lines.
- The footprint of all existing structures located on the property.
- The location, size, and design of existing and proposed off-street parking.
- Dimension distances from property lines to all existing and proposed buildings (including adjacent buildings on abutting property).
- Location and surfacing of existing and proposed driveways and walkways.

B. A scaled floor plan (1/8" = 1' or comparable scale) of the existing residence.

C. A scaled floor plan of the proposed ADU in relation to the residence. If attached ADU, show with the floor plan of the primary residence.

D. A photograph or scaled elevation of the front of the primary residence. Include a street side elevation when the parcel is a corner lot. Include an alley elevation if proposal is a Detached ADU.

E. Scaled elevations of all sides of proposed new buildings or additions, including proposed materials, colors, and dimensioned height.

NOTE: Depending on the nature of the project, additional plans and information may be required.



Lot 31

Permit Center

210 Lottie Street, Bellingham, WA 98225
Phone: (360) 778-8300 Fax: (360) 778-8301 TTY: (360) 778-8382
Email: permits@cob.org Web: www.cob.org/permits

ACCESSORY DWELLING UNIT (ADU) SUBMITTAL REQUIREMENTS

Type II Process

(PLEASE PRINT CLEARLY OR TYPE IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application Form
- All of the materials and information required by this form
- SEPA Checklist, if applicable (ask a planner if unsure)
- Application Fee payment
- Mailing list and labels for 500' radius

Project Data:

1. **ADU Type:** Attached ADU (A-ADU) Detached ADU (D-ADU)
2. Lot Size: 4,600 SF
3. The lot (check all that apply):
 - Has access to an improved alley or private access easement
 - Abuts an unimproved alley or private access easement
 - Has access to more than one street or lane (i.e. corner or through lot)
 - Has at least 5,000 sq. ft. in area
4. Square footage of primary residence
(gross heated floor area, excluding attached garages): 1,446 SF
5. Square footage of ADU:
 - A-ADU: _____ (Gross Heated Floor Area)
 - D-ADU: 795 SF (Calculated using the "general" definition of floor area in BMC 20.08.020, and includes attached ancillary space (garage, workshop, garden shed, etc.))
6. Size (%) of the ADU compared to primary residence: 55%
 - Using BMC 20.10.036(B)(6)(b) option for split level home (not to exceed 800 sq. ft.)
7. Floor area ratio: 0.31 (Including primary residence; only applicable when ADU is built with Infill Housing under BMC 20.28) **Per BMC 20.28.070(C)(1), ADU's are exempt from FAR**
8. Height of D-ADU is: 22'-5" (Measured per BMC 20.08.020 Height Definition #1)
9. Open space provided: 2,597 SF (Square feet); 56 (Percent of lot)

10. Number of bedrooms in the proposed ADU: Studio 1-bedroom 2-bedroom
(NOTE: The rental of an ADU may be subject to the Landlord Tenant Act, RCW 59.18)

11. Number of parking spaces provided for primary residence _____ and ADU: _____

Parking waiver requested for ADU? If yes, provide a separate sheet explaining site specific factors that justify the waiver, and how the waiver satisfies the minor modification criteria in BMC 20.10.036(B)(3).

12. Water meter will be: Shared with primary residence's meter
 Separate meter from that of primary residence

13. Sewer will be: Shared with primary residence's line
 Separate line from that of primary residence

14. Electrical meter will be: Shared with primary residence's meter
 Separate meter from that of primary residence

15. Minor modification(s) requested for an ADU? Y / N

If yes, provide a separate sheet explaining how each requested modification individually satisfies the minor modification criteria in BMC 20.10.036(B)(3). **Minor modification request is provided in the attached narrative**

16. **Submit scaled plans illustrating the following:**

A. A standard scaled (1/8" = 1' or comparable scale) site plan showing:

- Subject site property lines.
- The footprint of all existing structures located on the property.
- The location, size, and design of existing and proposed off-street parking.
- Dimension distances from property lines to all existing and proposed buildings (including adjacent buildings on abutting property).
- Location and surfacing of existing and proposed driveways and walkways.

B. A scaled floor plan (1/8" = 1' or comparable scale) of the existing residence.

C. A scaled floor plan of the proposed ADU in relation to the residence. If attached ADU, show with the floor plan of the primary residence.

D. A photograph or scaled elevation of the front of the primary residence. Include a street side elevation when the parcel is a corner lot. Include an alley elevation if proposal is a Detached ADU.

E. Scaled elevations of all sides of proposed new buildings or additions, including proposed materials, colors, and dimensioned height.

NOTE: Depending on the nature of the project, additional plans and information may be required.



Lot 32

Permit Center

210 Lottie Street, Bellingham, WA 98225
Phone: (360) 778-8300 Fax: (360) 778-8301 TTY: (360) 778-8382
Email: permits@cob.org Web: www.cob.org/permits

ACCESSORY DWELLING UNIT (ADU) SUBMITTAL REQUIREMENTS

Type II Process

(PLEASE PRINT CLEARLY OR TYPE IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application Form
- All of the materials and information required by this form
- SEPA Checklist, if applicable (ask a planner if unsure)
- Application Fee payment
- Mailing list and labels for 500' radius

Project Data:

1. **ADU Type:** Attached ADU (A-ADU) Detached ADU (D-ADU)
2. Lot Size: 4,600 SF
3. The lot (check all that apply):
 - Has access to an improved alley or private access easement
 - Abuts an unimproved alley or private access easement
 - Has access to more than one street or lane (i.e. corner or through lot)
 - Has at least 5,000 sq. ft. in area
4. Square footage of primary residence
(gross heated floor area, excluding attached garages): 1,512 SF
5. Square footage of ADU:
 - A-ADU: _____ (Gross Heated Floor Area)
 - D-ADU: 799 SF (Calculated using the "general" definition of floor area in BMC 20.08.020, and includes attached ancillary space (garage, workshop, garden shed, etc.))
6. Size (%) of the ADU compared to primary residence: 53%
 - Using BMC 20.10.036(B)(6)(b) option for split level home (not to exceed 800 sq. ft.)
7. Floor area ratio: 0.33 (Including primary residence; only applicable when ADU is built with Infill Housing under BMC 20.28) **Per BMC 20.28.070(C)(1), ADU's are exempt from FAR**
8. Height of D-ADU is: 22'-10" (Measured per BMC 20.08.020 Height Definition #1)
9. Open space provided: 2,737 SF (Square feet); 60% (Percent of lot)

10. Number of bedrooms in the proposed ADU: Studio 1-bedroom 2-bedroom
(NOTE: The rental of an ADU may be subject to the Landlord Tenant Act, RCW 59.18)

11. Number of parking spaces provided for primary residence _____ and ADU: _____

Parking waiver requested for ADU? If yes, provide a separate sheet explaining site specific factors that justify the waiver, and how the waiver satisfies the minor modification criteria in BMC 20.10.036(B)(3).

12. Water meter will be: Shared with primary residence's meter
 Separate meter from that of primary residence

13. Sewer will be: Shared with primary residence's line
 Separate line from that of primary residence

14. Electrical meter will be: Shared with primary residence's meter
 Separate meter from that of primary residence

15. Minor modification(s) requested for an ADU? Y / N

If yes, provide a separate sheet explaining how each requested modification individually satisfies the minor modification criteria in BMC 20.10.036(B)(3). **Minor modification request is provided in the attached narrative**

16. **Submit scaled plans illustrating the following:**

A. A standard scaled (1/8" = 1' or comparable scale) site plan showing:

- Subject site property lines.
- The footprint of all existing structures located on the property.
- The location, size, and design of existing and proposed off-street parking.
- Dimension distances from property lines to all existing and proposed buildings (including adjacent buildings on abutting property).
- Location and surfacing of existing and proposed driveways and walkways.

B. A scaled floor plan (1/8" = 1' or comparable scale) of the existing residence.

C. A scaled floor plan of the proposed ADU in relation to the residence. If attached ADU, show with the floor plan of the primary residence.

D. A photograph or scaled elevation of the front of the primary residence. Include a street side elevation when the parcel is a corner lot. Include an alley elevation if proposal is a Detached ADU.

E. Scaled elevations of all sides of proposed new buildings or additions, including proposed materials, colors, and dimensioned height.

NOTE: Depending on the nature of the project, additional plans and information may be required.