



## Permit Center

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## VIEW ANALYSIS

Please submit the following information with your SEPA checklist.

1. A site plan, showing the building footprint and lot lines, any accessory buildings, nearby streets and landmarks, and any buildings within 100 feet.
2. Two cross-sections, one parallel with the line of the major view, and one perpendicular to the line of the major view. If the major view is unclear, cross-sections running east-west and north-south are acceptable. The existing grade should be shown on the cross-section. Sea-level elevations should be provided at the finished grade of the proposed structure and at all peaks. This information should be supplied by a licensed surveyor.
3. An address list of all properties, which would have their views blocked by this proposal. Properties which are:
  - A. Below yours, or
  - B. Higher than the highest peak of the roof of the proposed building would not be effected.

\*\* All property owners (including those abutting and across the street) should be included.  
\*\* The address list should be recent (less than a month old), and from the assessor's office.  
\*\* This office will visit the site with you, if you request, to help you determine affected properties.
4. A discussion of:
  - A. Surface treatment of the building.
  - B. Roof pitch.
  - C. Existing trees, what trees are to be removed, and which trees will be planted on the site.
  - D. Mitigating measures (such as a staggered roofline or a design which fits into the neighborhood).
5. A sketch from the major view toward your proposed building, showing it with the other buildings in the area.
6. The lot corners should be staked the day the application is submitted.

Please call this office if you have any questions.

After you have submitted this information, we will send a letter to all people who would have their views blocked by your new building. They will have 10 days to review your application and comment.

The city will then issue an environmental determination, which considers view blockage. The city will partially base its determination on the information you provide. If this information is incorrect, the city may require building redesign and reconstruction at your expense.