



Critical Areas Land Use Submittal Requirements

Authorization to disturb, develop or otherwise modify a critical area, critical area buffer, or critical area structure setback as allowed under prescribed standards outlined in Land Use Code section 20.25H. Includes applications for reasonable use or for uses or development otherwise allowed in critical areas.

Also includes authorization to disturb, develop or otherwise modify a critical area, critical area buffer, or critical area structure setback using the critical areas report process.

You must apply for this permit online and upload PDF documents through MyBuildingPermit. Paper plans are not accepted.

Critical Areas (LO)

Required Documents
Bill-To Form
Boundary and Topographic Survey
Critical Areas Report (if using critical areas report process) - includes narrative description
Drainage Report
Electronic Documents on CD
Environment Checklist
Geotechnical Study
Habitat Assessment
Mitigation, Restoration or Enhancement Plan
Site Plan B - includes Delineated Critical Areas, Critical Areas Buffers, Critical Areas Structure Setbacks, and Complete Tree Inventory, and Flood Plain Base Flood Elevation
Stream Study
Wetland Rating Forms
Wetland Study
Vegetation Management Plan

Required Documents

Narrative Description - provide a narrative describing the project that includes the following (all are required unless not applicable and waived by an environmental planner): A description of the project site, including landscape features, existing development, and site history as applicable; A description of how the design constitutes the minimum necessary impact to the critical area; A description of why there is no feasible alternative with less impact to the critical area, critical area buffer, or critical area structure setback; A description of alternatives considered and why the alternative selected is preferred; A summary of how the proposal meets each of the decision criteria contained in Land Use Code Section 20.30P; A summary of how the proposal meets each of the criteria and performance standards contained in Land Use Code Section 20.25H associated with the critical area you are modifying; A summary of how the proposal meets each of the criteria contained in Land Use Code Section 20.25H.230 as required for applications proposing a modification through the use the Critical Areas Report process.

Other Requirements

- Landscape Installation and Maintenance Assurance Device may be required as part of underlying permit approval.
- The property owner is responsible for the accuracy and completeness of all information provided with or affecting the application submittal.
- If the property contains or is adjacent to critical areas (streams and stream buffers, wetland, floodplains, and geologic hazard area), additional information may be required.
- Information submitted in support of modification of a critical area, buffer, setback or performance standard may be subject to confirmation by the city at additional cost to the applicant.
- Fees are due at submittal. Additional fees are due at issuance and may be due in monthly billings.