



Preliminary SEPA Submittal Requirements

State Environmental Policy Act (SEPA) threshold determination when not associated with another permit, as determined by the environmental coordinator.

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

Preliminary SEPA (LM)

Required Documents
Bill-To Form
Boundary & Topographic Survey
Building Elevations - show the proposed location(s) for all signs. Provide conceptual details of the number, sizes, and the design, including overall dimensions. All signs must be obtained by separate permit and meet the Bellevue Sign Code (BCC 22B.10).
Description of Proposal & Design Intent
Environmental Checklist
Preliminary Clearing & Grading Plan
Preliminary Landscape Plan (only required when there are changes to landscaping)
Site Plan B - show all existing and proposed utilities, building elevations and the proposed location(s) for all signs. Provide conceptual details of the number, sizes, and the design, including overall dimensions. All signs must be obtained by separate permit and meet the Bellevue Sign Code (BCC 22B.10).
Vicinity Map (8-1/2 x 11)

Other Requirements

- During review you may be asked to submit a transportation impact analysis, a geotechnical report, a wetland report, a coal mine report, etc.
- 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.
- Fees are due at submittal. Additional fees are due at issuance and may be due in monthly billings.