



Variance Approval Submittal Requirements

Permission to vary from the Bellevue City Code or the Land Use Code. Required for noise exceptions where no other development permits exist. Also includes one-time exception for intrusion into a riparian corridor on a single family lot.

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

Variance (LS)

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).
Floor Plan
Narrative Addressing Variance Criteria
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).
Statistical Information Sheet
Noticing Requirements - The City of Bellevue provides mailed noticing (including labels) to all property owners with 500 feet of any boundary of the subject property. In conjunction with publishing the notice of application, the city will install a 2-sided public information sign on the site for projects requiring Design Review. The applicant will pay \$230 per sign.

Other Requirements

- A reviewer will contact you prior to final approval to submit a set of original drawings reduced to 8½ x 11 inches.
- 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.