



# CITY OF PORT ORCHARD

## Public Works Department

216 Prospect Street, Port Orchard, WA 98366  
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www.cityofportorchard.us

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### **SUBMITTAL REQUIREMENTS FOR SITE DEVELOPMENT ACTIVITY PERMIT (SDAP)**

**A Pre-Application meeting is required prior to submitting this application. See Land Use Form 011**

This application must include the following, unless specifically waived by the Public Works Department:

- Completed permit application. (Form 081)
- Authorization letter signed by the owner, which states the name and contact information for an authorized agent, if applicable.
- Stormwater application. (Form 050)
- SEPA Checklist Application (Form 012), **including all submittal requirements listed.**
  - \$250 SEPA application fee
- 4 large sets of drawings.
- 3 sets of drawings - 11" x 17".
- The following reports may be required (determined through the Pre-Application meeting process):
  - 3 copies GeoTech report.
  - 3 copies Wetlands report.
  - 3 copies of Traffic Impact Analysis report.