



**Seattle DCI Project Number**

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## Pre-Application Site Visit Request

**Project site address:**

**Project Type:**      Short Plat      MUP      MUP with Demo      Demo      Const      Grading

**STFI Status:**      Okay to issue in ECA      Not okay to issue in ECA

**Authorization to conduct Site Visit:**

**Project site owner:** \_\_\_\_\_  
**Owner's Representative:** \_\_\_\_\_  
**Mailing Address:** \_\_\_\_\_  
 \_\_\_\_\_  
**City, State, Zip:** \_\_\_\_\_  
**Phone No:** \_\_\_\_\_ **Fax No:** \_\_\_\_\_  
**Email address:** \_\_\_\_\_  
**Project description:**  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

I am the (owner, owner's authorized representative) of the above addressed property and hereby give permission to the City of Seattle, Department of Construction and Inspections to enter the above addressed property to conduct a Pre-Application Site Visit. I agree to inform the property's tenants, if any, of the site visit.

I am aware that if conditions at the addressed site present a hindrance to the inspector, such as uncontrolled dogs or uncooperative tenants, the Pre-Application Site Visit will not be conducted and the scheduled site visit and fee may be forfeited.

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

Daytime Phone No.: \_\_\_\_\_

**Please check one of the following:**

- Owner Occupied
- Renter/lessee Occupied
- Vacant

**Describe proposed excavation, fill, and other grading:**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Describe proposed foundation type(s):**

\_\_\_\_\_

Impervious surface area has been added since 1992  
 Project or site has an approved exemption under Project Number \_\_\_\_\_  
 (see attached).

**Pre-Application Site Visit Fee\*:**

**\$ 157.50**

ASC Staff: \_\_\_\_\_

Date: \_\_\_\_\_

Register Key	665
Component Number	75
Project Code	USITEDEV

**Instructions for completing and submitting:**

**Pre-Application Site Visit Request form and Preliminary Application Form**

- Complete all sections of this form and sign where noted in the authorization box
- Complete a Preliminary Application Form
- Attach a site plan

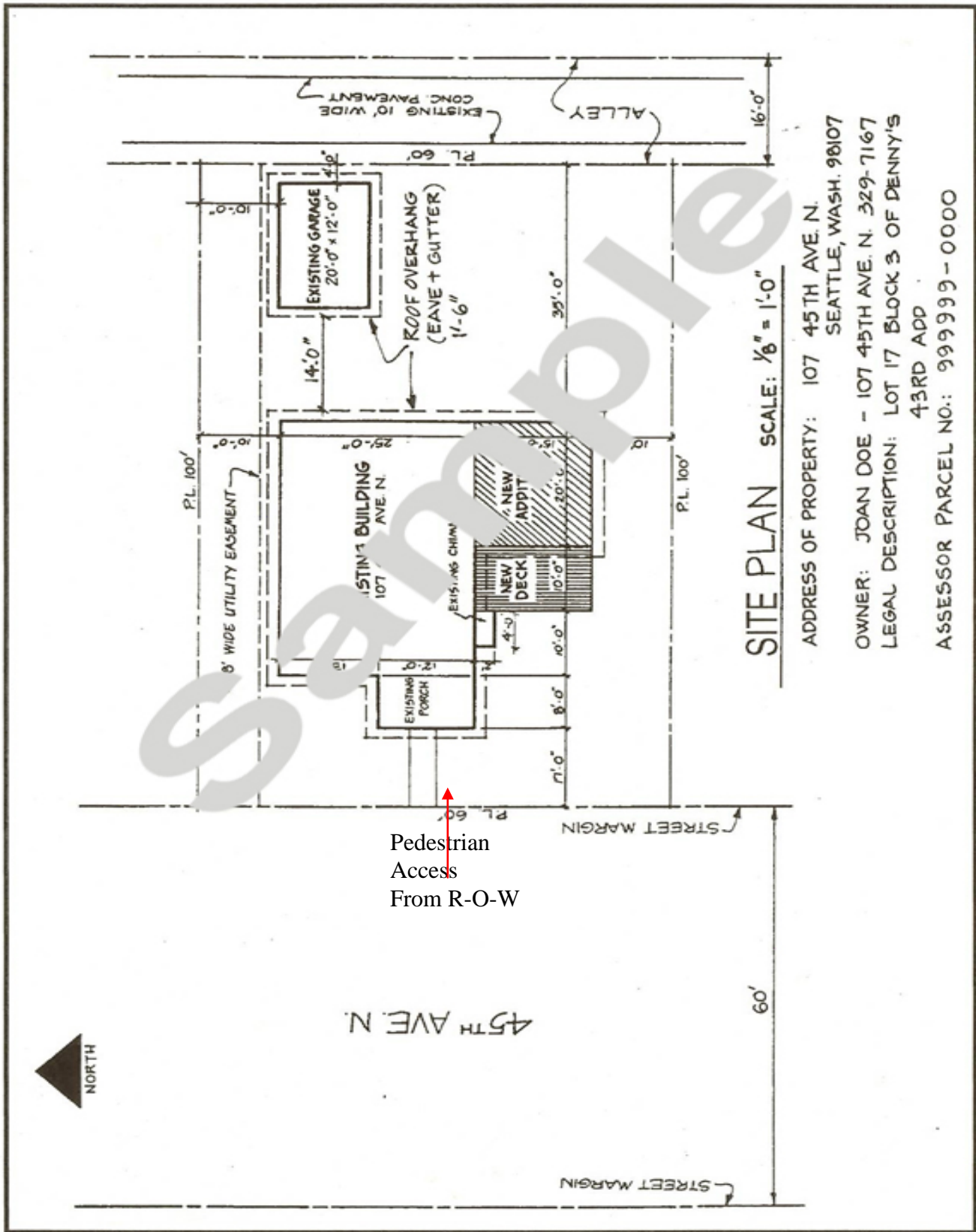
**Submit applications:**

- Fax, e-mail, or submit applications through our online application process or bring the request forms, site plan, and check to the front counter in the Applicant Services Center (address below). Allow 24 hrs for processing.
- Pay the \$142.50 site visit fee online or at the cashier's station after project number is assigned OR
- Mail applications, site plan, and a check (payable to "City of Seattle") for \$157.50 to:  
 City of Seattle, Department of Construction and Inspections  
 Applicant Services Center  
 P. O. Box 34019  
 Seattle, WA 98124-4019

\*NOTE: Staff time spent in excess of ¼ hour will be billed per Director's Rule I-2013. Please call (206) 684-8850 for status of your Pre-Application Site Visit Report /Preliminary Assessment Report

Fee Paid (stamp):

Receipt # \_\_\_\_\_



Pedestrian  
 Access  
 From R-O-W

ADDRESS OF PROPERTY: 107 45TH AVE. N.  
 SEATTLE, WASH. 98107  
 OWNER: JOAN DOE - 107 45TH AVE. N. 329-7167  
 LEGAL DESCRIPTION: LOT 17 BLOCK 3 OF DENNY'S  
 43RD ADD  
 ASSESSOR PARCEL NO.: 999999-0000

Please call (206) 684-8850 if you have not received your Pre-Application Site Visit Report within 7 business days or your Preliminary Assessment Report within 12 business days of paying for your site visit.