



City of Seattle  
**Department of Planning & Development**  
 Applicant Services Center (ASC) – 20<sup>th</sup> floor  
 700 5<sup>th</sup> Ave, Ste 2000  
 P O Box 34019  
 Seattle, WA 98124-4019  
 TEL 206-684-8850  
 FAX 206-233-7866  
 www.seattle.gov/dpd

**ASC hours:**  
 M, W, F: 7:30-5:30  
 T, Th: 10:30-5:30

**PRELIMINARY APPLICATION FORM [PAF]**

Project #: \_\_\_\_\_  
 Date: \_\_\_\_\_

**APPLICATION:**

Project Address: \_\_\_\_\_

Description of Work: \_\_\_\_\_

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

PERMIT TYPE:	ATTACH 1 SITE PLAN (min 8½" x 11"; max 36" x 48")
<input type="checkbox"/> Construction:	
<input type="checkbox"/> Addition to Existing Structure	Basic Site Plan
<input type="checkbox"/> Interior Alterations	Location / Vicinity Plan
<input type="checkbox"/> Tenant Improvements (T.I.)	Location / Vicinity Plan
<input type="checkbox"/> Emergency Repairs	Preliminary Site Plan
<input type="checkbox"/> Voluntary Seismic Upgrade	Not Required
<input type="checkbox"/> New Building	Preliminary Site Plan
<input type="checkbox"/> Land Use (MUP)	Preliminary Site Plan
<input type="checkbox"/> Grading Only	Preliminary Site Plan
<input type="checkbox"/> Demolition Only	Preliminary Site Plan

**DEVELOPMENT SITE:**

Legal Description: \_\_\_\_\_

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

King County Assessor's Parcel Numbers (APNs) : \_\_\_\_\_  
 [contact 206-296-7300]

Common Building Name: \_\_\_\_\_ DPD Building Identifier: \_\_\_\_\_

Are you splitting an existing development site?     Yes     No

Are you combining development sites?     Yes     No

**APPLICANT:**

**Primary Applicant:** \_\_\_\_\_ DPD Contact ID: \_\_\_\_\_  
 Owner    Owner's Agent    Lessee    Contractor    Licensed Architect    Licensed Engineer

Address: \_\_\_\_\_

City / State: \_\_\_\_\_ Zip: \_\_\_\_\_

Cell / Telephone Number(s): \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email: \_\_\_\_\_

**Owner** (if not primary applicant listed above): \_\_\_\_\_

Address: \_\_\_\_\_

City / State: \_\_\_\_\_ Zip: \_\_\_\_\_

Cell / Telephone Number(s): \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email: \_\_\_\_\_

**PROJECT DETAILS:**

PROJECT TYPE:	GROUND DISTURBANCE:	PRE-SUBMITTAL CONFERENCE:	GREEN BUILDING PROGRAMS:	PARKING DATA:
	(See 5 Steps For Successful DPD Application Submittal)			
<input type="checkbox"/> Single Family/ Duplex <input type="checkbox"/> Multi-family <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Institutional <input type="checkbox"/> Other	<input type="checkbox"/> Yes: See PASV Form  <input type="checkbox"/> No	<input type="checkbox"/> Yes: Submit Pre-Submittal Conference Application Form  <input type="checkbox"/> No	<input type="checkbox"/> Downtown Zoning Height and/or FAR Bonus  <input type="checkbox"/> LEED  <input type="checkbox"/> Built Green  <input type="checkbox"/> Energy Star  <input type="checkbox"/> I'd like Green Building info	Number of existing parking spaces:  _____  Number of new parking spaces:  _____
	<b>EXISTING # OF DWELLING UNITS:</b> _____			
	<b>PROPOSED # OF DWELLING UNITS:</b> _____			
	<b>PROPOSED # OF BUILDINGS:</b> _____			
	<b>SQ FT OF NEW CONSTRUCTION:</b> _____			
<b>SQ FT OF NEW &amp; EXISTING CONSTRUCTION:</b> _____				

**LAND USE (MUP) PROJECT COMPONENTS:**

Administrative Conditional Use       SEPA       Sidewalk Cafe  
 Early Design Guidance / Design Review       Rezone       Other:  
 Variance       Shoreline Substantial Development

**TERMS AND AUTHORIZATION:**

I understand that this form does not constitute a complete application or permit. Other submittal documents may be required for each permit application, such as plans and calculations.

\_\_\_\_\_ Applicant Signature

\_\_\_\_\_ Date