

## APPLICATION FOR SMALL PROJECT SERVICE

6830 NE 185<sup>th</sup> St. | Kenmore, WA 98028  
Ph: (425) 398-4401 | Fax: (425) 398-4430 | [www.nud.net](http://www.nud.net)

Project # \_\_\_\_\_

**Project Name** \_\_\_\_\_

**Local Agency Project Name** \_\_\_\_\_

Example: King County Short Plat #L04S0067

The undersigned applies to Northshore Utility District, “District” for a project review to determine whether main line extensions are required or if the provisions of the Small Project Service apply.

### **Information regarding the application for Developer Extension Exemption – READ CAREFULLY**

All properties being subdivided, including short plats and single properties, may require water and sewer main line extensions. However, in lieu of main line extensions, the District may consider waiving the main line requirement and allowing the Developer to install private side sewer lines and water service lines under the following conditions:

- If the proposed subdivision contains four or fewer lots which gain access from a private access tract.
- The distance from the right-of-way to the furthest lot does not exceed 250 feet.
- There is no possibility for further subdivision under the current zoning.
- The subdivision connects directly to a District-owned water or sewer facility.
- There is no possibility of future extension beyond or adjacent to the proposed subdivision.
- There is no requirement or need for looping of the water system.
- There are no unusual circumstances related to the project that would otherwise require a water or sewer main extension as defined by District policy(s).

The undersigned warrants that all information supplied to the District is complete and accurate. The District reserves the right to modify the estimated connection charges and other conditions as additional or new information becomes apparent or available.

#### **Items required with Application:**

- Project review and Inspection Deposit (\$3,500.00).
- 3 sets Preliminary Short Plat.
- Utility Layout Plan.
- Private Access Tract Cross-section.

\_\_\_\_\_  
Owner’s Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner’s Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print name

\_\_\_\_\_  
Print name

# APPLICATION FOR SMALL PROJECT SERVICE

**Project Name** \_\_\_\_\_

Location of extension \_\_\_\_\_

Section-Township-Range \_\_\_\_\_ King County Tax ID # \_\_\_\_\_

**Owner's name** \_\_\_\_\_ **Mark one**  
**Contact Person** \_\_\_\_\_ Corporation \_\_\_\_\_  
Address \_\_\_\_\_ Partnership \_\_\_\_\_  
City, State, Zip \_\_\_\_\_ Public Agency \_\_\_\_\_  
Day phone # \_\_\_\_\_ Sole Proprietorship \_\_\_\_\_  
Fax # \_\_\_\_\_ Limited Liability Corp \_\_\_\_\_  
Emergency # \_\_\_\_\_  
E-mail address \_\_\_\_\_  
Bill(s) sent to (include city, state & zip) \_\_\_\_\_

\* See note at bottom

**Developer's name** \_\_\_\_\_ **Mark one**  
**Contact Person** \_\_\_\_\_ Corporation \_\_\_\_\_  
Address \_\_\_\_\_ Partnership \_\_\_\_\_  
City, State, Zip \_\_\_\_\_ Public Agency \_\_\_\_\_  
Day phone # \_\_\_\_\_ Sole Proprietorship \_\_\_\_\_  
Fax # \_\_\_\_\_ Limited Liability Corp \_\_\_\_\_  
Emergency # \_\_\_\_\_  
E-mail address \_\_\_\_\_  
Bill(s) sent to (include city, state & zip) \_\_\_\_\_

**Engineering Company** \_\_\_\_\_  
**Contact person/ Engineer** \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Phone # \_\_\_\_\_ Fax # \_\_\_\_\_  
Emergency # \_\_\_\_\_  
E-mail address \_\_\_\_\_

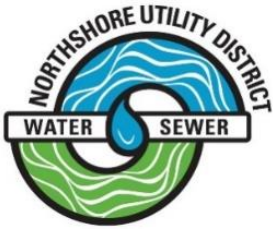
**Note: If the Owner is NOT the Developer or a sale is pending, provide copies of the LLC or Purchase/ Sale Agreement.**

# APPLICATION FOR SMALL PROJECT SERVICE

**Contractor** \_\_\_\_\_  
**Contact person/ Engineer** \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Phone # \_\_\_\_\_ Fax # \_\_\_\_\_  
Emergency # \_\_\_\_\_  
E-mail address \_\_\_\_\_

**Surveyor** \_\_\_\_\_  
**Contact person/ Engineer** \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Phone # \_\_\_\_\_ Fax # \_\_\_\_\_  
Emergency # \_\_\_\_\_  
E-mail address \_\_\_\_\_





## Northshore Utility District Standards for Preparation and Submittal of Drawings - Small Project Service

### General Drawing Requirements

**Drawing Criteria** – Drawings shall conform to the following standards:

- Sheet size shall be standard “D” size drawings (22 inches by 34 inches).
- Scale:
  - Plan – Acceptable plan scales are 1”=20’ and 1”=30’.
  - Profiles – Acceptable profile scale is 1”=5’.
- Drawing sheet organization: combined water and sewer sheets will be accepted. Include a cover sheet.
- Drawing Layout:
  - Plan views shall be oriented with north to the top of the sheet or to the left on the sheet.
  - Standard plan and profile sheets shall have the plan in the upper half of the sheet and the profile in the lower half of the sheet.
  - Profiles will be oriented to show slope in the same general direction as plan view.
  - Profiles shall show all existing finished floor elevations and all critical and specified future minimum sewer outlet elevations.
- General Drawing Requirements:
  - Quarter -section, Township and Range shown on all sheets.
  - Legal description of project being developed.
  - Table of contents if more than two sheets.
  - Title block with typical project information.
  - Legend, vicinity map, north arrow and drawing scales.
  - Vertical Datum: NAVD 88. Location and elevation of permanent benchmarks and benchmarks used for establishing local project control.
  - Horizontal Datum: Washington State Plane Coordinate System, NAD 83/91.
  - An approval signature block for District signature located in the lower right corner of the sheet.
  - Existing features shall be screened or shown as half-toned in order to clearly distinguish existing features from proposed improvements.
  - Drawings shall include District name, Developer and Engineering firm who prepared the drawings, Owner, Surveyor and other utilities and shall include contact information for each.
  - Preliminary drawing shall contain the Engineer’s Professional Stamp and be marked “Preliminary Drawings – Not for Construction” or similar wording.
  - Final Drawings shall contain the Engineer’s Professional Stamp and be signed and dated by the Engineer of Record.
  - If topographic mapping and property boundary lines are provided in a separate base topographic and property line drawing, this drawing shall contain the Professional Land Surveyor’s Professional Stamp and signature. If topographic and property line information is not provided in a separate base topographic and property line drawing, all drawings containing topographic and property line information shall contain the PLS professional stamp and signature in addition to the Engineer’s stamp and signature.
  - Standard details shall not be shown on the drawings. Reference the appropriate District Standard Details.

- Plan views shall show:
  - Right of way lines.
  - Centerline of right of way.
  - Lot lines.
  - Lot numbers.
  - Street names (identify if public or private street).
  - All easements.
  - All improvements – existing or proposed.
  - Current District sewer and water general notes.
  - Water lines shall be shown screened or half-toned on sewer plan views for reference only.
  - Sewer lines shall be shown screened or half-toned on water plan views for reference only.
  - Contours shall be shown at 2-foot intervals with 10-foot contours in bold and elevations labeled. Contours shall extend 25 feet beyond property lines.
  - Rockeries with top of wall and toe of wall indicated (with elevation).
- Profiles shall show:
  - Profiles shall show all existing finished floor elevations and all critical and specified future minimum sewer outlet elevations.
  - All utility crossings, including storm, shall be shown on the profile view at crossings of the sewer.
  - All utility crossings, including storm, shall be shown on the profile view at crossings of the water line. Note: The District may require that a profile be shown for the water line if multiple utility crossings occur. Please verify with the District if water line profile is required.
  - Unusual subsurface conditions and the ground water table identified in applicable geotechnical report(s) shall be shown on the profile view.

## **Small Project Service Sewer and Water General Notes**

1) All work and materials shall be in accordance with the Small Project Service Specifications and the Standard Details of Northshore Utility District.

### **Utility Locates:**

2) The approximate locations of existing utilities are shown on plans and profiles for convenience. The Contractor shall be responsible for verification of utility locations shown and for discovery of possible additional utilities not shown on plans.

3) It shall be the responsibility of the Contractor to have located, by appropriate utility districts or companies, all underground utilities prior to beginning construction.

4) For utility locates in King County, call 1-800-424-5555 prior to digging.

### **Permits:**

5) The Developer is responsible for obtaining all Regulatory Permits except the right-of-way permit, which Northshore Utility District obtains.

6) All work in rights-of-way shall be in accordance with the requirements of the permitting agency.

### **Pre-Con:**

7) A Pre-Construction Conference shall be held at Northshore Utility District's office or onsite prior to the start of construction. District Staff will notify the appropriate agencies or representatives.

### **Surveying:**

8) Prior to construction, lot corners, easements and private access tracts shall be staked.

9) Horizontal Control data shall be NAD '83/'91. Vertical Control shall be NAVD-88 datum.

10) At the conclusion of construction, the Developer's registered professional surveyor shall prepare a drawing based on the surveyed location of all appurtenances installed, including but not limited to, manholes, cleanouts, water meters and water service lines.

### **Construction:**

11) All construction shall be in accordance with the Small Project Service Specifications and the Standard Details of Northshore Utility District.

### **Materials:**

12) All materials shall be in accordance with the Small Project Service Specifications and the Standard Details of Northshore Utility District.

### **Placement:**

13) Sewer and water service locations shall be as shown on the plans or as otherwise approved by Northshore Utility District.