



**King County**  
**Department of Permitting**  
**and Environmental Review**

35030 SE Douglas Street, Suite 210  
 Snoqualmie, WA 98065-9266  
**206-296-6600** TTY Relay: 711  
 www.kingcounty.gov

## Conversion Option Harvest Plans / Checklist

For alternate formats, call 206-296-6600.

### CONVERSION OPTION HARVEST PLANS

**GENERAL REQUIREMENTS:** Applications for Conversion Option Harvest Plan (COHP) approval will consist of a completed Application for Review, Project Checklist, plans, special studies, payment of review fees and such other information that will assist the department in completing their review. The specific submittal requirements for the project will be determined at the pre-application meeting which is a pre-requisite to submitting an application. Call 206-296-6600 to arrange a pre-application appointment.

**FEES:** Consult the current Permitting fee schedule for the appropriate fees or deposit to be paid at the time of application.

**PLANS:** COHPs shall be prepared in general accordance with the requirements of King County Code (KCC) 16.82 (Clearing and Grading), 21A.24 (Critical Areas), and 9.04 (Surface Water Runoff). In addition to the plan requirements identified in the Project Checklist, COHPs shall include the following:

1. North arrow
2. A sub-basin map showing the location of the project and its relation to nearby natural and constructed drainage features
3. Size and location of all existing improvements within 50 feet of the project
4. Property boundaries, easements, covenants, setback requirements, and clearing limits
5. All critical areas and buffers having clearing limitations; erosion hazard, wetlands, aquatic areas, steep slopes, and landslide hazards

Plan scale shall be 1"=100' unless landslide, steep slopes, wetlands, aquatic areas, or floodplains are located on the project site, in which case, the plan scale shall be 1"=20'. If the project will create more than 2,000 square feet of new impervious surface, or the project site is located in a critical drainage area, a separate storm drainage plan must be submitted. Consult KCC 9.04 and the Surface Water Design Manual for specific design criteria. Specific plan requirements for the project will be explained during the pre-application meeting.

Permitting approval of the COHP will be valid for two years but may be renewed. Requests for renewal must be received at least 30 days prior to the expiration date of the approval. Renewal requests will be reviewed for compliance with the applicable county codes in effect at the time of the request, for renewal.

## CONVERSION OPTION HARVEST PLANS

### PROJECT CHECKLIST

#### A. BACKGROUND

1. Name of proposed project, if applicable:
  
  
2. Name, address, and phone number of applicant and owner, if applicable. Submit completed Certification of Applicant Status or Certification and Transfer of Applicant Status form:  

<b>Applicant</b>	<b>Owner</b>
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3. Date checklist prepared:
  
4. Proposed timing or schedule, including phasing if applicable. Indicate estimated starting and completion dates and any seasonal limitations and proposed hours of operation:
  
  
  
  
  
  
  
  
  
  
5. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain.
  
  
  
  
  
  
  
  
  
  
6. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal.
  
  
  
  
  
  
  
  
  
  
7. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain.

8. List any government approvals or permits that will be needed for your proposal, if known.
  
9. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site, percent or volume of tree removal, logging equipment, slash disposal, yarding configuration, road layout. Include on the site plans.

Total size of site: \_\_\_\_\_ Acres

Total area to be logged: \_\_\_\_\_ Acres

10. Location of the proposal: Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range. If a proposal would occur over a range of area, provide the range or boundaries of the site(s), including all tax parcel identification numbers. Provide a legal description, site plan, vicinity map at a scale of 1"=2,000', and topographic map at a maximum 5' contour interval extending 100' beyond the project boundaries.
  
11. Give a brief, complete description of existing site conditions, including topography, critical area features, surface water, vegetation, soils structures, and other improvements. Include on the site plan. If any critical areas are located on the project site, submit a completed Affidavit for Application form and provide two (2) copies of the recorded Notice on Title.

**B. ENVIRONMENTAL ELEMENTS**1. Earth

- a. Are there any geologic hazard areas (erosion, steep slope, landslide, coal mine, or seismic) on or in the immediate vicinity of the site? If so, identify the location of each and include on the site plan.
- b. Are any activities proposed on or within geologic hazard areas or associated buffers? If so, what protection or mitigation measures are proposed? Provide copies of any special studies that have been prepared regarding geologic hazard areas.
- c. What general types of soil are found on the site? If you know the classification of agricultural soils, specify them and note any prime farmland.
- d. Describe the purpose, type, and approximate quantities of any filling or grading proposed. Indicate source of fill.
- e. About what percent of the site will be covered with impervious surfaces after construction? If over 2,000 square feet of new, impervious surface will be created, a separate storm drainage plan must be submitted.
- f. Give a brief, complete description of proposed revegetation, landscaping, use of native plants or other measures to preserve or enhance vegetation and reduce or control erosion. Include on the site plans.

2. Air

- a. What types of emissions to the air would result from the proposal during construction and when the project is completed? If any, generally describe and give approximate quantities if known and describe proposed measures to reduce or control emissions or other impacts to the air.

3. Water

- a. Is there any surface water body on or in the immediate vicinity of the site? If yes, describe type and show on the site plan.

- b. Will the project require any work over, in, or adjacent to the wetlands, aquatic areas, or associated buffers? If yes, describe protection or mitigation measures that are proposed and include on the site plans. Provide copies of any special studies that have been prepared regarding wetlands and aquatic areas.

- c. Does the proposal lie within the 100-year floodplain? If so, note location on the site plan.

- d. Describe the source of runoff, including storm water, and method of collection, disposal, and location of receiving waters, if known, and include on the site plans. If a drainage plan is required, provide copies of the technical information report required by the King County Surface Water Design Manual.

- e. Proposed measures to reduce or control surface, ground, and runoff water impacts.

4. Plants

- a. List any threatened or endangered species know to be on or near the site.

5. Animals

a. Check any birds and animals which have been observed on or near the site or are known to be on or near the site:

Birds	<input type="checkbox"/>	Hawk	<input type="checkbox"/>	Heron	<input type="checkbox"/>	Eagle	<input type="checkbox"/>	Songbirds		
Other:	<input type="checkbox"/>	Spotted Owls	<input type="checkbox"/>	Marbled Murrelets						
Mammals	<input type="checkbox"/>	Deer	<input type="checkbox"/>	Bear	<input type="checkbox"/>	Elk	<input type="checkbox"/>	Beaver		
Other:	<input type="checkbox"/>	_____								
Fish	<input type="checkbox"/>	Bass	<input type="checkbox"/>	Salmon	<input type="checkbox"/>	Trout	<input type="checkbox"/>	Herring	<input type="checkbox"/>	Shellfish
Other:	<input type="checkbox"/>	_____								

b. List any threatened or endangered species known to be on or near the site.

c. Proposed measures to preserve or enhance wildlife, if any:

6. Land and Shoreline Use

a. What is the current use of the site and adjacent properties?

b. What is the current zoning classification of the site?

c. What is the current comprehensive plan designation of the site?

d. If applicable, what is the current shoreline master program designation of the site?

e. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any:

7. Historic and Cultural Preservation

- a. Are there any places or objects listed on, or proposed for, national, state, or local preservation registers known to be on or next to the site? If so, generally describe.
  
- b. Generally describe any landmarks or evidence of historic, archaeological, scientific, or cultural importance known to be on or next to the site.
  
- c. Proposed measures to reduce or control impacts, if any:

8. Transportation

- a. Identify public streets and highways serving the site, and describe proposed haul routes to the nearest major arterial. Show on site plans.
  
- b. Will the proposal require any new roads or streets, or improvements to existing roads or streets, not including driveways? If so, generally describe and show on site plans.

**C. FEES**

Consult the current DDES fee schedule for the appropriate fees or deposit to be paid at the time of application.

**D. SIGNATURE**

The above answers are true and complete to the best of my knowledge. I understand that signing and submitting this application authorizes King County staff to inspect the site at any reasonable time for the purpose of application review.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date Submitted

Attachments:

- A. Certification of Applicant Status or Certification and Transfer of Applicant Status
- B. Affidavit for Application
- C. Plans (6 copies)
- D. Critical Areas Special Studies (2 copies)
- E. Critical Areas Notice on Title (2 copies)
- F. Drainage Plan and Calculations (2 copies)

**Check out the Permitting Web site at [www.kingcounty.gov/permits](http://www.kingcounty.gov/permits)**