



Phased Permit Request Form

Date: _____

A phased permit allows you to submit plans for construction of a new building in multiple pieces. The building must be large or complex to justify the use of this program. Phased permits are only available for new buildings, and the buildings typically need to have a construction value greater than \$5,000,000. Phased permits are not used to separate out shoring and excavation work.

Fee: 2 x base fee for projects with a value greater than \$5,000,000
1 x base fee for projects with a value equal to or less than \$5,000,000

CONTACT INFORMATION:

MUP Project Number: _____
Construction Project Number: _____
Project Address: _____
Contact Person for this project: _____
Contact Address: _____ Zip Code: _____
Phone No: _____ Fax No: _____
Email: _____
Project Architect/Firm: _____

PROJECT INFORMATION:

Is this a high-rise or atrium project?	Yes	No
Does this project include demolition of any existing structures? (If demolition of multiple buildings is proposed, please attach a demo plan.)	Yes	No
What is the construction value for this new building? (Please complete a Fee Estimate and attach a copy.)	_____	
What is the construction value for the shoring/excavation work?	_____	
Does this project include multiple new buildings on the site? yes, attach a separate Fee Estimate for each building.)	Yes	No
If there are multiple towers proposed, will the towers be occupied at the same time?	Yes	No
Identify any other existing project numbers that may be associated with this project: _____		

PROJECT DESCRIPTION:

Please provide a brief description of the project. (Example: "To Build a 6-story mixed-use building with 80 residential units and ground floor commercial space") If you have already submitted your MUP, you may use the MUP project description.

PHASING REQUEST JUSTIFICATION:

Please describe why your project would benefit by phasing. Describe how the level of complexity, special needs or circumstances deem phasing necessary for this project. Seattle DCI will review the justification and either approve or reject your phasing request. **You may attach a separate sheet with this information.**

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There are no margins, text, or other markings on the paper.

NUMBER OF PHASES REQUESTED:

Check the boxes to indicate the number of phases desired and the work to be included in each phase. Please also attach a diagrammatic section or elevation to show the scope of each phase (11x17 max).

Shoring/Excavation (This will be set up as a separate construction permit.)

Anticipated Submittal Date:

Phase 1

Shoring/Excavation (only if included in this phase)

Foundations

Structure to grade (any portion of structure below grade)

Base structure (any portion of structure above grade that is not the complete structure)

Super structure (full structural completion)

Architectural shell and core (shell and core only – does not include any architectural tenant build out)

Anticipated submittal date: _____

Additional information to explain the scope of work included in this phase (if necessary):

Phase 2

Structure to grade

Base structure

Super structure

Architectural shell and core

Architectural partial occupancy (includes some architectural tenant build out, but not full occupancy)

Architectural full occupancy

Anticipated submittal date: _____

Additional information to explain the scope of work included in this phase (if necessary):

Phase 3

Super structure

Architectural shell and core

Architectural partial occupancy (includes some architectural tenant build out, but not full occupancy)

Architectural full occupancy

Anticipated submittal date: _____

Additional information to explain the scope of work included in this phase (if necessary):

Phase 4

Super structure

Architectural shell and core

Architectural partial occupancy (includes some architectural tenant build out, but not full occupancy)

Architectural full occupancy

Anticipated submittal date: _____

Additional information to explain the scope of work included in this phase (if necessary):
