

Permitting Process

| Permit | Description | Agency | Contact | Time |
|---|--|---|---|--|
| Air Quality | Southwest Washington Clear Air Authority | SWAPCA | Bob Elliot 360.574.3058 | From point of complete engineering design* 1. Schedule and hold kickoff meeting 2. Submit application 3. Perform review and gather additional information (6 wks.) 4. Public comment period (4 wks.) |
| Land Planning & Site Utilities | Land use planning including all site utilities and zoning requirements. SEPA (State Environmental Protection Agency) | City of Longview | | 8 weeks** 1. Application (immediate) 2. Staff Review (1wk.) 3. SEPA review (2wks.) 4. Planning Commission (1 wk.) 5. Council Review (1 wk.) |
| Fire Marshal & HMMP | Fire Department review and permits | City of Longview Fire Department | Fire Marshal 360.577.3333 | 4 weeks (can be concurrent with building permits) |
| Site Grading and Utilities | Site development review and permits | City of Longview Community Development Department | John Brickey, Asst. Director Community Development 360.577.3336 | 2 weeks (can be concurrent with building permits) |
| Building Permits | Building Review and Permits | City of Longview Building Department | John Brickey, Asst. Director Community Development 360.577.3336 | 6 to 8 weeks for Full Permit*** (can be concurrent with land use planning and could respond to staged permits). Shell Permit (2-3 wks.) Tenant Improvements (6-8 wks.) |

*Assumes substantially complete and detailed design (i.e. drawings, specifications, process information, MSDS, control equipment design parameters, BACT analysis, access to process engineers familiar with processes, and short time turnaround to receive requested information.

**Assumes complete applications containing transportation discussion for site access based on employee count and shift loads, sensitive lands evaluation (wetlands, stream courses).

***Concurrent applications and staged permitting allowed. Application for permit assumes submittal of code analysis and summary, sprinkler design, information on hazardous materials (type, quantity, location, health effects with material safety data sheets), occupancy loading, structural calculations, water and sewer consumption and loading rates, design which reflects state amendments to UPC, UMC, UBC, energy code and indoor air quality code.