



**CITY OF BLACK  
DIAMOND**  
Community Development Dept.  
24301 Roberts Drive / PO Box 599  
Black Diamond, WA 98010  
(360) 851-4567

# TEMPORARY USE PERMIT SUBMITTAL CHECKLIST

## ABOUT THE TEMPORARY USE PERMIT CHECKLIST:

This submittal checklist identifies minimum application elements for the City to accept an application. Any applications that are missing one or more of the items listed below may be considered incomplete and may delay the permit review process.

## SUBMITTAL REQUIREMENTS

1. ☐ Completed, signed Master Application Form - Planning Division
2. ☐ Description of Temporary Use (discuss time frame use for operation)
3. ☐ Seattle & King County Health Department approval (for food/drink service uses only)
4. ☐ Abatement Agreement (second page)
  - a. This agreement assures the Temporary Use will ultimately be removed as required by the terms of the permit.
5. ☐ Site Plan.
  - a. Drawn to scale: 1" = 20' (or an alternative scale approved by the Planning Division)
  - b. North arrow
  - c. Location and dimensions of all existing and proposed:
    - i. Structures
    - ii. Vendor-use vehicles or other exterior display needs
    - iii. Distance in feet to property lines
    - iv. Refuse area
    - v. Parking Spaces
  - d. Identify and/or dimension all:
    - i. Businesses on property
    - ii. Property lines
    - iii. Streets/Alleys
    - iv. Driveways
    - v. Sidewalks
    - vi. Landscape areas
    - vii. Fire hydrants
    - viii. Electrical line connections

## Code References

Black Diamond Municipal  
Code

Temporary Uses  
Chapter 18.52 BDMC

## Resources

King County iMap  
Black Diamond Zoning Map

## Questions?

Planning Division  
Permit Status

**City of Black Diamond**

24301 Roberts Drive

PO Box 599

Black Diamond, WA 98010

[www.blackdiamondwa.gov](http://www.blackdiamondwa.gov)



# ABATEMENT AGREEMENT TEMPORARY USE

I, \_\_\_\_\_ being the Applicant for the Temporary Use Permit at the location  
of: \_\_\_\_\_

Hereby authorize the City of Black Diamond to summarily eliminate the Temporary Use and all evidence of the use if it has not been removed as required through the terms of the permit. I also agree to reimburse the City for any expense incurred in abating this Temporary Use.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

STATE OF WASHINGTON

) SS

COUNTY OF KING

I certify that I know or have satisfactory evidence that \_\_\_\_\_ signed this instrument and acknowledge it to be his/her/their free and voluntary act for the uses and purpose mentioned in the instrument.

\_\_\_\_\_  
Dated

\_\_\_\_\_  
Notary Public in and for the State of Washington

\_\_\_\_\_  
Notary (Print):

My appointment expires: \_\_\_\_\_