

Badger Mountain Irrigation District

Phone: (509) 628-0777
87525 E Reata Rd.
Kennewick, WA 99338

FOR INTERNAL USE ONLY:	
Received by:	
Date Received:	
BMID Assessment No.:	
BMID Application No.:	
Payment Amount / Check No.:	
Scheduled Intake Meeting Date:	

NEW PROJECT APPLICATION FORM:

Applicant is responsible for any fees plus reimbursement of costs incurred. The intake fee is **NON-REFUNDABLE**.

APPLICANT NAME: _____

MAILING ADDRESS: _____

PHONE: _____ EMAIL: _____

PROJECT LOCATION: (ALL INFORMATION REQUIRED)

PROJECT OR SUBDIVISION NAME: _____

ADDRESS: _____

PARCEL NUMBER(S): _____

SECTION: _____ TOWNSHIP: _____ RANGE: _____ COUNTY: _____

Check all that apply:

Non-Refundable Intake Fee:

<input type="checkbox"/> New Development – Parcel Change (Subdivision / Short Plat / Lot Split / other)	\$1500 + (additional costs incurred)
<input type="checkbox"/> Other Work (Facility Crossings, Building Permit Review, Engineering Support, etc.)	\$1000 + (additional costs incurred)
<input type="checkbox"/> New Turnout Request	Cost of infrastructure + Admin.

- **BMID ONLY accepts cash or checks for payment.**
- **Please make checks payable to BMID, 87525 E Reata Road.**
- **Please reference your Development Name and Application Number with this Payment.**

NEW PROJECT DESCRIPTION BY APPLICANT

A COMPLETE APPLICATION, INCLUDING ALL APPLICABLE FEES PAID IN FULL IS REQUIRED PRIOR TO ACCEPTANCE.

The following information is required for your application to be considered complete:

- Fill out all Name, Location, and project information on Page 1.
- In the space provided on Page 1, provide a written description of the proposed project (describe the type of system, structures, or facility to be installed, to be constructed; physical specifications; when the construction is proposed to occur; duration of the project; etc.). Attach additional sheets as necessary.
- Attach a separate map/plan view drawing of the proposed project(s) showing locations of proposed construction and installation. Include the existing District's facilities and right of way (if known); include all proposed crossings, new facility locations, fences, gates, structures, etc.

Minimum map requirements include

- Section, Township, Range
- North Arrow
- Closest cross streets
- Parcel Number of Affected Property
- Property or Properties of the affected project clearly identified (outlined parcel)
- Map shall be submitted in a legible typical scale.

*If map does not meet the above minimum requirements, the application will not be processed.

- Provide any additional detailed drawings, sketches, and materials to be used, and any other relevant project information. Include dimensions of structures, pipe sizes, locations, etc.
- Provide a Non-refundable Fee - Paid in Full. Intake fees cover the following items: One (1), 1-hour intake review meeting with District staff and engineers, One (1) site visit, One (1) Development Intake Quotation (DIQ), and administrative processing costs.

UPON ACCEPTANCE OF THIS NEW PROJECT APPLICATION THE FOLLOWING STEPS WILL OCCUR:

1. A project intake meeting will be scheduled with the District (Typically scheduled at the time of application submittal). Development Review meetings are generally scheduled to take place on Thursday, with four (4) one-hour slots reserved from 1PM to 4PM on a first-come, first serve basis.
2. A site visit will be scheduled after the project intake meeting has occurred.
3. A Development Intake Quotation (DIQ) will be provided to the applicant to estimate review fees for the project.
4. Development Standards will be provided to the applicant explaining the review process, requirements, and progression of the review process.
5. The Developer will need to provide preliminary plat information in electronic file format (AutoCAD.dwg or GIS) for the District's water accounting and billing purposes.

APPLICANT'S SIGNATURE

DATE

Please submit completed applications and other pertinent information in electronic format to the District via email at bmids@badgermountainirrigation.com. PDF format is preferred. If you have questions, please contact the District's office at (509) 628-0777. No action will be performed by District staff until all application fees have been paid in full.