



# Document Waiver Form

When applying online at MyBuildingPermit.com, there will be a list of required submittal documents for each permit. The screenshot example below shows a list of five required documents.

**File Upload**  
**Note:** All files must be in PDF format, less than 500MB in size, and have a security setting that allows editing.

Required Documents				
Document Type	File Size	Date Uploaded	View	Action
Bill To Form				<a href="#">Upload</a>
Final Landscape Plan				<a href="#">Upload</a>
SEPA Checklist				<a href="#">Upload</a>
Site Plan				<a href="#">Upload</a>
Storm Water Pollution Prevention Plan (SWPPP)				<a href="#">Upload</a>

## Document Waiver Instructions

If you believe a required submittal document is not applicable to your project, upload this waiver form in place of the actual required document and tell us why you think the document is not required for your project. For example, if you believe the SEPA Checklist is not required for your project, upload this waiver form in place of an actual SEPA Checklist and tell us why.

If there are multiple documents to be waived, upload one waiver form for each required document.

**Document Name** \_\_\_\_\_

**Reason why this document is not required for the project**

## Please Note

During project review, a reviewer may require you to submit a document that was originally waived at submittal.

Email [onlinepermits@edmondswa.gov](mailto:onlinepermits@edmondswa.gov) or call the permit center at 425-771-0220 for more information.