



Site Plan Checklist

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Check the box when you have placed the element on your site plan. Staff cannot accept applications without each of the required elements. All elements are required to be shown regardless of project type. Use the Site Plan Example as guidance for drawing your own site plan. All plans and details must be legible, clear, and drawn to scale. Staff will review your site plan against our latest aerial imagery to ensure your site plan matches.

	For Internal Use								
<p>Layout</p> <ul style="list-style-type: none"> <input type="checkbox"/> Use a standard engineering scale. <ul style="list-style-type: none"> • If the project area is too large to fit on the page, submit a view showing the proposed project area only and provide a separate overview of the entire property on the same page. 									
<p>Title Block</p> <table border="0"> <tr> <td><input type="checkbox"/> Applicant's name</td> <td><input type="checkbox"/> Map scale (a graphic scale is preferred)</td> </tr> <tr> <td><input type="checkbox"/> Site address</td> <td><input type="checkbox"/> North arrow</td> </tr> <tr> <td><input type="checkbox"/> Parcel Number(s)</td> <td><input type="checkbox"/> Architect, engineer, and surveyor information, if applicable</td> </tr> <tr> <td><input type="checkbox"/> Date</td> <td><input type="checkbox"/> DOE Construction General Stormwater Permit number, if required</td> </tr> </table>	<input type="checkbox"/> Applicant's name	<input type="checkbox"/> Map scale (a graphic scale is preferred)	<input type="checkbox"/> Site address	<input type="checkbox"/> North arrow	<input type="checkbox"/> Parcel Number(s)	<input type="checkbox"/> Architect, engineer, and surveyor information, if applicable	<input type="checkbox"/> Date	<input type="checkbox"/> DOE Construction General Stormwater Permit number, if required	
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<p>Boundaries</p> <ul style="list-style-type: none"> <input type="checkbox"/> Property line dimensions of all relevant parcels <input type="checkbox"/> Easements (e.g., utility, drainage, dike, access, right-of-way, railroad) with Auditor's File Numbers <input type="checkbox"/> Dashed lines for the required setbacks from all property lines, critical areas, and shorelines <input type="checkbox"/> If within 200 feet of the ordinary high water mark (OHWM), show OHWM and setbacks from OHWM to all structures, including neighbors' structures, within 300 feet from both side of the property lines. Please provide on a separate page. <input type="checkbox"/> If within 500 feet of a dike or levee, show measurements from the landward toe of the dike to the project 									
<p>Buildings</p> <ul style="list-style-type: none"> <input type="checkbox"/> Dimensions of ALL existing and proposed buildings on the parcels (including eaves) <input type="checkbox"/> Building labels by use (e.g., residence, garage) <input type="checkbox"/> Labeled decks, patios and porches. Show height and indicate covered/uncovered <input type="checkbox"/> Dimensions of ALL existing and proposed hard surfaces on the property, including sidewalks, parking areas, driveways, etc. <input type="checkbox"/> Retaining and landscape walls. Show height and type (e.g. concrete, masonry, rock, Ecology block, etc.) 									
<p>Access</p> <ul style="list-style-type: none"> <input type="checkbox"/> Length/width of proposed and existing driveway and parking areas to public/private road connection point <input type="checkbox"/> Access easement and right-of-way width(s) and pavement width/location within the easement <input type="checkbox"/> Driveway grade in percent of slope, both in the direction of travel and the cross-slope <input type="checkbox"/> Location and size of any required turnouts <input type="checkbox"/> Driveway surface material (e.g., asphalt, pervious pavement, gravel) <input type="checkbox"/> Dimensions of bridges on driveway or private road leading to a public road 									
<p>Wells and water lines</p> <ul style="list-style-type: none"> <input type="checkbox"/> Drinking water supply (existing and proposed, public or individual) <input type="checkbox"/> Existing and proposed wells. Show a 100' radius around each well <input type="checkbox"/> Public water mains <input type="checkbox"/> Water supply pipes to all buildings 									
<p>Utilities</p> <ul style="list-style-type: none"> <input type="checkbox"/> Utility poles, drainage ditches, culverts (including those in right-of-way adjacent to site) <input type="checkbox"/> Below-grade pipes (e.g., water, sewer, telecom); include size, material type, and depth (if known) <input type="checkbox"/> Location of any existing or proposed fuel tank (e.g., propane, fuel oil): <ul style="list-style-type: none"> <input type="checkbox"/> Indicate above/below ground <input type="checkbox"/> Show tank volume 									

Septic/Sewer

- Method of sewage disposal
- For public sewer, show:
 - location of sewer main
 - private pipes to buildings
- For private septic, show existing and proposed:
 - Tanks (must be 5' from the building foundation, 5' from property lines, and 50' from any well)
 - Drain fields (must be 10' from the building foundation, 5' from property lines and 100' from any well)
 - Lines/pipes

Slope

- Existing slopes and area/depth of any proposed site grading or fill. Label existing slopes as "existing" or "Ex"
- Proposed final slope(s) of building site using contour lines or arrows to show direction and percent of slope(s). Percentage % of slope = rise (change in elevation) divided by run (distance) multiplied by 100.
- Identify any erosion or landslide areas and any potentially unstable slopes greater than 15%

Stormwater and Temporary Erosion & Sedimentation Control (TESC)

- Location and dimensions of existing and proposed stormwater components, including but not limited to:
 - Infiltration or dispersion systems
 - Stormwater ponds or other facilities such as raingardens or bio-retention
 - Roof and footing drain lines, including specific downspout locations, if known
 - Floor drains within the building, if connecting to the stormwater system or discharging to the outside
 - Rainwater catchment systems
 - Trees 12" diameter or larger, on or adjacent to the site, in the vicinity of stormwater components
- Temporary erosion and sediment control ("TESC") techniques:
 - Work/clearing limits: a boundary defining the limit of the work area, and those areas to be protected. Examples of areas to be protected include trees, stormwater infiltration areas, and wetlands.
 - Location & type of TESC BMP: Show location of all applicable TESC best management practice (BMP) facilities. See also Stormwater Pollution Prevention Plan (SWPPP).
 - Location of stabilized construction entrance; minimum of 25 feet long for residential projects, minimum 100 feet long for all other project types.
 - Location of porta-pottie(s); should be at least 25 feet away from any storm inlets or critical areas
 - Location of materials stockpiles, equipment and supply staging area. Areas to be used for septic drainfields and stormwater infiltration should be protected and avoided.

Floodplain

- Method and location of Compensatory flood storage, if property is not protected by a dike/levee
- Statement that impervious surface does not exceed 10% of surface area of the portion of the lot in the SFHA unless demonstrated that there will be no net increase in the rate and volume of stormwater surface runoff that will leave the site or that the impact is mitigated

Miscellaneous

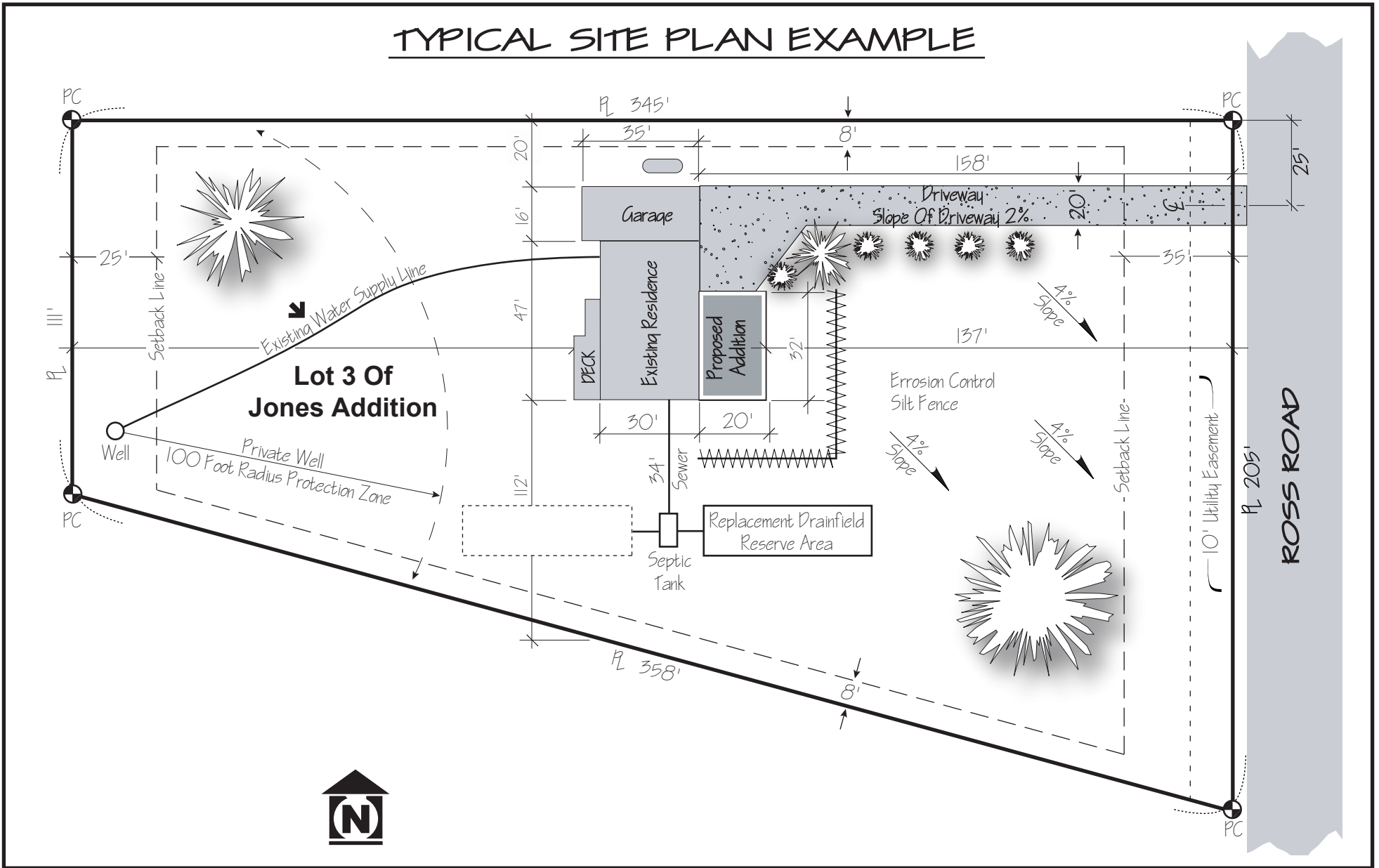
- Mark all existing buildings and features with (E), proposed with (P), and future with (F)
- Draw clouds around any revisions from previous site plans you submitted for this application
- You may not discharge runoff directly onto the surface of a public road.¹
- You may not discharge runoff into County-owned roadside ditches without permission.
- You must direct runoff and infiltration away from septic drain fields.²
- You must direct runoff to not adversely affect adjacent properties, or cause a significant adverse impact to down-gradient properties.³

¹ SCC 14.32.080(1)(c)

² SCC 14.32.080(1)(d)

³ SCC 14.32.080(1)(e)-(f)

TYPICAL SITE PLAN EXAMPLE



Name: JOHN R. DOE	Address: 1142 CROFT ROAD SEDRO-WOOLLEY, WA	Scale: 1" = 40'
Site Address: 12345 ROSS ROAD	Property ID#: P12345	Date: 6/15/2004