



## Site Plan Requirements Checklist

Community Development Department

3100 Belmont Blvd. Suite 104, West Richland WA.99353

(509) 967-5902 email: permits@westrichland.org

All site plans shall be clearly and accurately drawn to scale on either **8.5 x 11** or **11 x 17** paper and must indicate, at minimum, all of the information listed below.

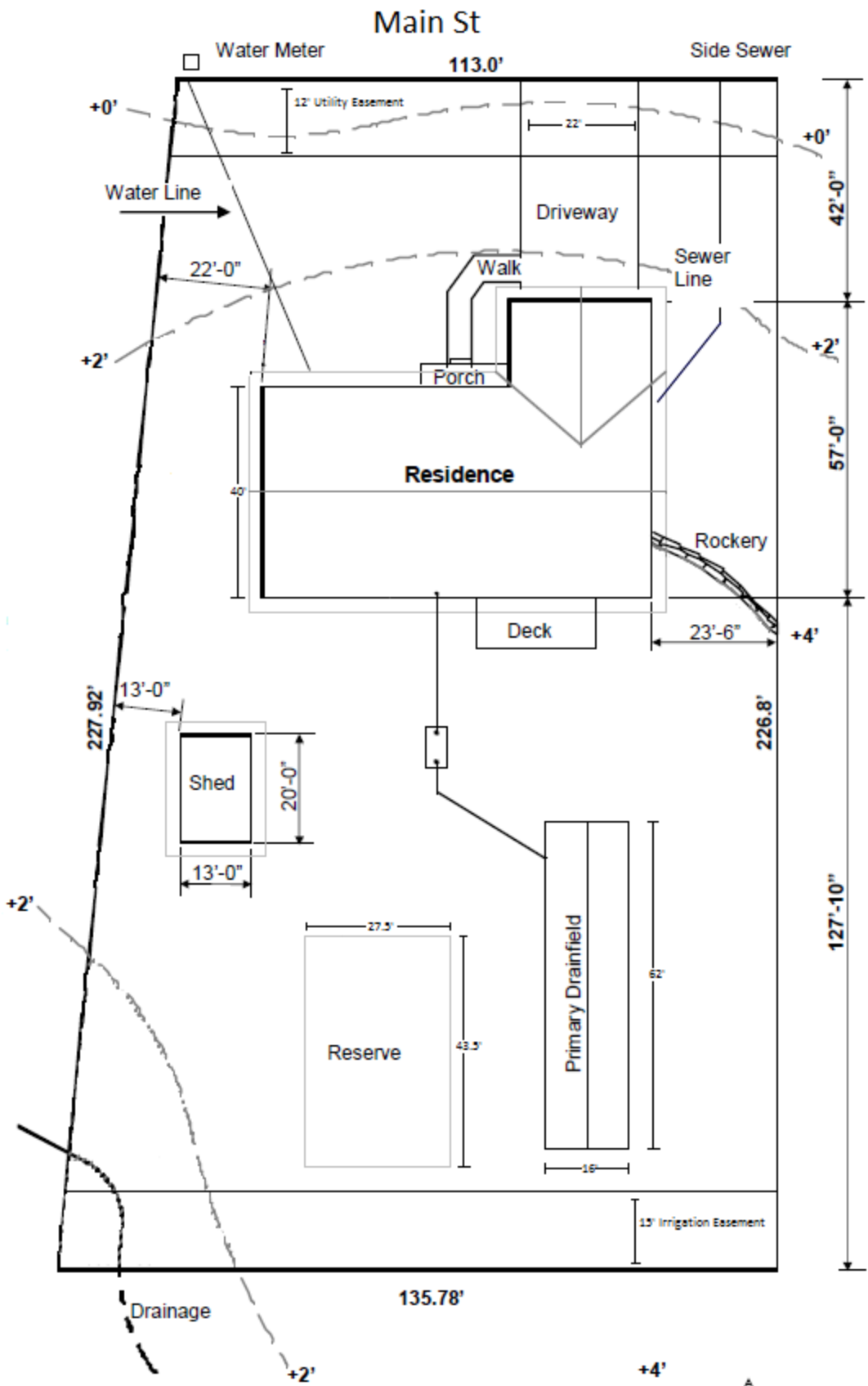
**Property Address:** \_\_\_\_\_

Staff Initials	Applicant Initials	
		<b>Site plan must be to an engineer's scale and the scale indicated on the site plan</b> Acceptable scale options: 1"=20', 1"=30', 1"=40', 1"=50', 1"=60'
		Address, Parcel Number, Subdivision & Lot Number
		North Arrow
		Label all streets
		Show dimensions of: Lot, Driveway, Existing & Proposed Structures, and Retaining Walls/Rockerries [all existing and proposed structures should be labeled]
		Show dimensions & locations of: All Wells & Septic Systems (septic tanks, drain fields *primary & reserve*). <b>Benton-Franklin Health District approval MUST be included for all properties connected to an on-site septic system.</b>
		Site Contours: 5-foot intervals showing elevation of the land may be expressed relative to any fixed point on the site
		Show locations of: Bodies of water (lakes, rivers, ponds)
		Utilities: Location of water meter box, sewer, gas, fire hydrants, power and street lights

***Failure to submit an adequate site plan will result in the application being returned to the applicant for correction or the project being placed on "HOLD" until all required items have been clearly indicated.***

I acknowledge that all items designated on this page are included as part of this site plan.

Print: \_\_\_\_\_ Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Applicant)



**SITE PLAN**

**123 Main St**

SCALE: 1" = 30'-0"



North