



**CITY OF LAKEWOOD COMMUNITY
DEVELOPMENT DEPARTMENT
HANDOUT # 12**

**SITE PLAN REQUIREMENTS FOR
PRE-APPLICATION CONFERENCES**

A preliminary site plan must be drawn to scale and include the following information, as applicable, to be considered complete:

REQUIRED FEATURES:

1. Site address
2. Property lines.
3. North arrow and decimal engineering scale (ie. 1"=20'; **not** 1/8"=1' architectural scale).
4. Pierce County tax parcel number.
5. Lot dimensions and total square footage.
6. All existing and proposed public and private roads, driveway accesses and road right-of-ways.
7. All major manmade or natural features (slope, shorelines, riparian areas, railroad tracks, bridges, etc.).
8. Proposed and existing building locations.
9. Areas of future development.
10. Dimensions and square foot area of all structures or pavement expected to be removed.
11. Dimensions of all setbacks (distance from the wall of all existing and proposed structures to property lines).
12. Location, dimensions and square foot area of all parking areas and all paved areas.
13. Location of required landscape areas (include dimensions inside of curbing and square footage inside curbing).
14. Location and dimensions of any existing free-standing signs (this includes billboard signs).
15. Water features or wetlands, including but not limited to, lakes, ponds, saltwater, year-round or seasonal streams, creeks, wetlands, gully or natural drainage way, drainage ditches, etc.
16. Critical areas, such as slopes, wetlands, shorelines and wildlife habitat.

RECOMMENDED ITEMS:

17. All easements (access, utility, railroad, storm water, etc.). Indicate type and dimensions of easement.
18. Existing and proposed fences or retaining walls (specify type and height of fence or wall).
19. Location of outside storage areas (include dimensions and total square footage).
20. Location of trash dumpster(s).

All large maps must be folded to fit into a 10 x 13 inch envelope with the application name of the plan showing.

Handouts and application forms may be revised without notice.