



CITY OF LAKEWOOD
COMMUNITY DEVELOPMENT DEPARTMENT
HANDOUT #1

**SITE PLAN REQUIREMENTS FOR NEW AND MAJOR ADDITIONS
TO COMMERCIAL, INDUSTRIAL AND MULTI-FAMILY
DEVELOPMENT**

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

1. Site address
2. Vicinity map clearly showing the location of the project with respect to public streets and other parcels and development in the area.
3. Property lines.
4. North arrow and decimal engineering scale (ie. 1"=20'; **not** 1/8"=1' architectural scale).
5. Pierce County tax parcel number.
6. Lot dimensions and total square footage.
7. All existing and proposed public and private roads, driveway accesses and road right-of-ways with dimensions and road names, including curbs and gutters, sidewalks and/or edges of pavement. Include all existing driveways within 200 feet of the subject property on both sides of all streets, in both directions along public street frontages.
8. All easements (access, utility, railroad, storm water, etc.). Indicate type and dimensions of easement.
9. All major manmade or natural features (slope, shorelines, riparian areas, railroad tracks, bridges, etc.).
10. Existing building locations.
11. Dimensions and square foot area of all proposed new structures and/or additions.
12. Dimensions and square foot area of all structures or pavement expected to be removed.
13. Dimensions of all setbacks (distance from the wall of all existing and proposed structures to property lines).
14. Location, dimensions and square foot area of all parking areas.
15. Vehicle loading and unloading areas, including dimensions of truck loading and maneuvering areas and total square footage.
16. Location of all paved areas.
17. Location of existing and proposed landscape areas (include dimensions inside of curbing and square footage inside curbing).
18. Existing and proposed fences or retaining walls (specify type and height of fence or wall).

19. Location and dimensions of any free-standing signs.
20. Location and type of any existing or proposed exterior lighting to be placed on the site.
21. Areas of future development.
22. Location of outside storage areas (include dimensions and total square footage).
23. Location of trash dumpster(s).
24. Adjacent uses (undeveloped, single family, commercial, etc.) and the location of any structures within 5 feet of the property line on all abutting property.
25. Location of water and sewer mains nearest the site, including line size and other utility connections.
26. 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.
27. Critical areas, such as slopes, wetlands, shorelines and wildlife habitat.
28. Contours at two-foot intervals if the parcel(s) or access road(s) contain slopes of greater than 10%.
29. Sight distance triangles for all driveway locations and across the corners of properties at street intersections. Show the location and type of potential sight obstructions including height of vegetation.

ADDITIONAL INFORMATION MAY BE REQUIRED BASED ON THE SPECIFIC PROJECT AND/OR SITE. 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.