



**CITY OF LAKEWOOD**  
**COMMUNITY DEVELOPMENT DEPARTMENT**  
**HANDOUT #9**

**SHORELINE SITE DEVELOPMENT  
PLAN REQUIREMENTS**

The development plans for a building permit, substantial development, conditional use, or variance permit shall contain, at a minimum, a surveyed site development plan consisting of maps and elevation drawings drawn to scale depicting clearly the following information in order to be deemed complete<sup>1</sup>:

**REQUIRED INFORMATION:**

1. Vicinity map clearly showing the relationship of the property and proposed development or use to roads, utilities, other parcels and existing developments and uses on adjacent properties in the area.
2. North arrow and decimal engineering scale (ie. 1"=20'; **not** 1/8"=1' architectural scale).
3. Property Address.
4. Property lines.
5. Pierce County tax parcel number.
6. Lot dimensions and total square footage.
7. The ordinary high water mark of all water bodies located adjacent to or within the boundary of the project. This may be an approximate location, provided that for any development where a determination of consistency with the applicable regulations requires a precise location of the ordinary high water mark, the mark shall be located precisely and the biological and hydrological basis for the location as indicated on the plans shall be included in the development plan. Where the ordinary high water mark is neither adjacent to or within the boundary of the project, the plan shall indicate the distance and direction to the nearest ordinary high water mark of a shoreline.
8. The dimensions and locations of all existing and proposed structures and improvements including but not limited to: buildings, paved or graveled areas, roads, utilities, septic tanks and drainfields, material stockpiles or surcharge, and stormwater management facilities.
9. Quantity, source and composition of any fill material that is placed on the site whether temporary or permanent.
10. Quantity, composition and destination of any excavated or dredged material.
11. Dimensions of all setbacks (distance from the wall of all existing and proposed structures to property lines or shoreline buffer).
12. Existing and proposed fences or retaining walls (specify type and height of fence or wall).

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<sup>1</sup> Refer to LMC 18A.50.115.D & E, and Pierce County Shoreline Management Regulations

13. The location of any structures on abutting properties within 5 feet of the property line.
14. Data required to be listed on the site plan:
  - a. Percent of site covered by structures.
  - b. Percent of site covered by impervious surface.
  - c. Total square footage of paved area.
15. The location of any proposed docks/ramps and bulkheads.
16. Existing and proposed land contours. The contours shall be at two-foot intervals to accurately determine the existing character of the property and the extent of proposed change to the land that is necessary for the development. Areas within the boundary that will not be altered by the development may be indicated as such and contours approximated for that area.
17. Data required for height calculations:
  - a. The existing grade elevation at the mid-point of each wall and at each corner of the structure.
  - b. Finished first floor elevation of proposed structure.
  - c. Highest elevation of finished structure.
18. All easements (access, utility, railroad, stormwater, etc.). Indicate type and dimensions of easement.

**SITE-SPECIFIC INFORMATION – MAY BE REQUIRED:**

19. A delineation of all wetland areas that will be altered or used as a part of the development.
20. A general indication of the character of vegetation found on the site.
21. Where applicable, a landscaping plan for the project.
22. Where applicable, plans for development of areas on or off the site as mitigation for impacts associated with the proposed project shall be included and contain information consistent with the requirements of this section.
23. Where applicable, a depiction of the impacts to views from existing residential uses and public areas.
24. On all variance applications the plans shall clearly indicate where development could occur without approval of a variance, the physical features and circumstances on the property that provide a basis for the request, and the location of adjacent structures and uses.

**Additional information may be required based on the specific project and/or site. All large maps must be folded to fit into an 10 x 13-inch envelope with the application name of the plan showing.**