



## **SITE PLAN** **(TYPE I)**

### **When is a Site Plan Required?**

Site Plan Review shall apply to all changes of use, new construction, and any expansion or alteration that requires a building permit and results in a change in the intensity of the use of land. No use shall be established, no structure erected or enlarged, and no other improvement or construction undertaken except as shown upon an approved plan which is in conformance with the requirements set out in Chapter 17.143 - Site Plan Approval of the Battle Ground Municipal Code (BGMC).

### **What is a Type I Site Plan Application?**

This type of application involves very little or no discretionary decision-making in application of the applicable development ordinances, and has little to no significant impact to abutting property owners and/or the public in general. The following are classified as Type I site plan reviews:

1. Changes in use of an existing structure or site;
2. New construction or expansions of existing construction which do not exceed:
  - a. Four thousand square feet of additional floor area,
  - b. Twenty new parking spaces,
  - c. Four new multifamily residential units, except as provided for in Section 17.143.040.

### **Why does the City need to review a Site Plan Application?**

It is the responsibility of the City to ensure compatibility between new developments, existing uses and future developments in a manner consistent with the goals and objectives of the Comprehensive Plan in order to create healthful and safe conditions. Site plan approval is required in order to promote developments that are harmonious with their surroundings and maintain a high quality of life for area residents, to ensure that new developments are planned and designed to protect privacy, to determine appropriate lighting and noise mitigation measures, and to ensure adequate and safe access.

### **What is the Fee for a Type I Site Plan Application?**

Refer to the current City of Battle Ground Fee Schedule available on our website at [www.cityofbg.org](http://www.cityofbg.org) or office.

**What is the process for a Type I Site Plan Application? (See Process Chart below )**

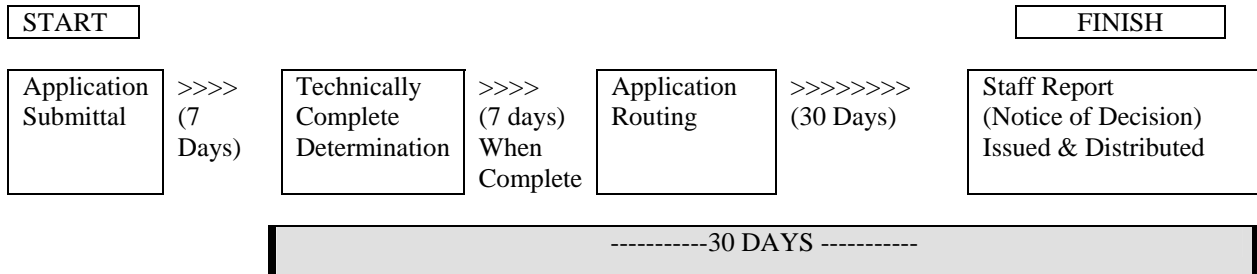
- Fill out Application and compile required items listed on Page 1 thru 3 of Submittal Requirements (Attached)
- Submit Application contents and applicable fee.
- Within 30 days from the “Technically Complete” date, Notice of Decision is sent to parties of record, pursuant to Section 17.200.130.
- Applicant is required to satisfy all Conditions of Approval within the Notice of Decision.

**Can a decision on a Type 1 Site Plan be appealed?**

Yes, as this is an administrative decision, it may be appealed by applicants or parties of record, to the hearings examiner. All appeals to the hearings examiner shall be filed with the Community Development Director or designee within 15 days after the date of the notice of decision on the matter being appeals. For further detail on appeals, refer to BGMC 17.200.140.

**If you have further questions regarding this application, submittal requirements or process, please contact the Community Development Department at 360/342-5047.**

**TYPE I  
CITY OF BATTLE GROUND  
DEVELOPMENT REVIEW PROCESS**



**APPLICANT IS REQUIRED TO SATISFY ALL CONDITIONS OF APPROVAL IN NOTICE OF DECISION.**

**NOTE:** Please be advised, the above process chart is subject to change if there is a delay on the part of the applicant, such as failure to submit necessary additional information that may be required by staff during the review.