



SUBMITTAL REQUIREMENTS
FOR
TYPE I SITE PLAN

The following is a checklist of the required information for submitting a TYPE I SITE PLAN REVIEW application. Applications will not be processed until all of the following material is submitted and determined technically complete. (BGMC 17.143.050 and 17.200.050)

FIVE COPIES OF ALL OF THE BELOW ITEMS ARE REQUIRED FOR SUBMITTAL:
(Please confirm with the City the applicability of the items listed below for your specific proposal)

- APPLICATION FORM completed and signed by owner(s) of record, or their designee. If signed by designee, a letter of authorization signed by the property owner shall accompany the application.
- WRITTEN NARRATIVE indicating description of uses, types of structures proposed, hours of operation, abutting properties, proposed access, frequency of deliveries and construction schedule including project phasing, if known. Please include quantity of cubic yards estimated to be graded (cut and fill).
- INFORMATION specified for the desired project in the appropriate chapters of the Battle Ground Municipal Code (i.e., Business License, etc.).
- DEVELOPER'S GIS PACKET, for the subject property, produced by Clark County GIS or equivalent information as accepted by the Community Development Director.
- SCALED 24" x 36" and 11" x 17" SITE PLAN meeting the standards of 17.143.050 (B)(5), if applicable.
 1. Graphic Scale showing true North;
 2. Vicinity Map showing location of subject site with the city of Battle Ground and the surrounding existing street system;
 3. Location, dimensions and height of proposed buildings;
 4. Location of building accesses;

5. Proposed building and landscape setbacks;
6. Proposed project-phasing boundaries, if applicable;
7. Legend indicating total site area, the total square footage of the proposed building or structures including percentage of total site area, the total square footage amount of impervious area square footage including amount of on-site landscaping including percentage of total site area, the total amount of dedicated parking area including percentage of total site area, the proposed number of parking spaces including the number of standard parking spaces and the number of handicapped accessible parking spaces. The required number of parking spaces should also be indicated;
8. Location of proposed access points including vehicular driveways and designated pedestrian access points including the proposed depth of the vehicular driveway throats;
9. Location and dimensions of proposed on-site parking areas including required parking landscaping islands and indicating whether proposed parking is standard, compact or handicapped accessible. Demonstrate compliance with applicable state and federal guidelines including, but not limited to adequate sizing, the provision of access handicapped ramps and appropriate labeling and signing. On-site cross-aisles and circulation areas shall be indicated including their dimensions;
10. Location and dimensions of proposed on-site pedestrian connections between the public street and buildings, between on-site buildings, between on-site buildings and on-site or off-site parking areas;
11. Location and size of off-site parking areas, if applicable, including details on the number and type of off-site parking spaces and existing or proposed cross-aisles and circulation areas including dimensions;
12. Location, centerline and dimensions of proposed dedications, and identification of proposed frontage improvements including roadway improvements, curb and gutter installation, landscaped planter strip installation and public sidewalk installation;
13. The location and dimensions of loading and service areas, recreational or open space features, above ground utilities, existing structures to be retained on the site and their distance from the property line, proposed structures, including signs, fences, etc.) and their distance from property lines and the size and location of solid waste and recyclable storage areas;
14. Specialized site treatments including but not limited to pedestrian plazas, heavy duty paving, concrete score patterns, bicycle parking and outdoor seating areas.

Note: If installation of any signage is proposed, please indicate on the site plan. Refer to BGMC 17.139 for specific details required.

- SCALED 24" x 36" and 11" x 17" LANDSCAPE PLAN meeting the standards of 17.143.050 (B)(8) or such information included on the site plan, if applicable.

- SCALED 24" x 36" and 11" x 17" ARCHITECTURAL ELEVATION DRAWING, meeting the standards of 17.143.050 (B)(9), if applicable.
- SCALED 24" x 36" and 11" x 17" LIGHTING PLAN, meeting the standards of 17.143.050 (B)(10) or such information may be included on the site plan, if applicable.
- IF APPLICABLE, THREE (3) COPIES OF SCALED PRELIMINARY UTILITY PLANS indicating the proposed location size, connection points to existing public systems and terminus points for sanitary sewer, water and stormwater drainage and control. Stormwater information shall be provided in conformance with Sections 18.250.110C and 18.25.0600 and shall indicate compliance with all applicable standards of Chapter 18.250. Public and private easements for sanitary sewer, water and stormwater shall also be indicated.
- APPLICATION FEE.

******* THIS SUBMITTAL REQUIREMENT LIST MUST BE SUBMITTED WITH APPLICATION *******