

TOWN OF LYMAN

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Grading Permit Submittal Checklist

Required before applying for grading permit:

- Lot Certification** (See enclosed information)
 - Approved Lot Certification, previously recorded; **OR,**
 - Approved Lot Certification or RUE. PDS will submit it for recording; **OR,**
 - Exempt. The lot has an existing residence.
- Critical Areas Review** – if not already completed, and if no structures exist on property.
 - Completed staff report or Recorded **Protected Critical Area** site plan.
 - Exempt _____

Submitted before or with a grading permit application:

- Access Permit Application**
 - Existing - Permit Number _____; **OR,**
 - Private Road (No permit required); **OR,**
 - State Road (permit from DOT); **OR,**
 - County Road (Permit required).
 - City Street
- Address Application**

Submitted with a grading permit application:

- Site Plan 2 copies.**
See the enclosed example. Site plan **must** include all 12 items to be complete.
- Cross Section 2 copies.**
Show dimensions of original and proposed grading. See attached sample.
- Drainage Plan 2 copies.**
See the enclosed example.
- Fees**
Plan review fee, plus critical area review fee and SEPA fee, if applicable.

Applications Exceeding 500 cubic yards:

- SEPA Environmental Checklist**

To calculate cubic yards: Length x width x depth = Total Cubic Yards

Application will expire 6 mo. from this date: _____

Accepted by: _____

Permit Number: _____

Notes/Zoning: _____

Grading Permit Application

Parcel ID #: _____ SC _____ Twp. _____ Range _____ Assessor Tax # _____

Site Address: _____

Applicant:

Name

Address

Phone

Fax

e-mail address

Owner:

Name

Address

Phone

Fax

e-mail address

Contact:

This is the person we will contact with any questions regarding the application.

Name

Address

Phone

Fax

e-mail address

Contractor:

If applicable. If owner, write owner-builder.

Name

Address

Phone

Fax

e-mail address

Contractor's License #

Project Description:

Quantities: Cubic yards of fill _____ Cubic yards of excavation _____

Will project include tree removal? _____ Is project in a flood hazard area? _____

If project involves excavation, where will material be placed? _____

Total area of new impervious surfaces: _____ square feet

I grant permission to field staff to enter the building site to verify the presence or absence of critical areas.

Owner/Agent Signature: _____

Date: _____

Site Plan Requirement Checklist

Site plan must be prepared on 8 ½" x 11" **or** 11" x 17" paper.

The first 7 requirements of the Drainage Plan may be met by utilizing a third copy of this site plan.

1. Title Block

Indicate applicant's name, site address, Assessor's Tax Account # and Property ID # (*P#*) for the subject property.

2. Scale

Indicate map scale. Use any appropriate scale and note it on your site plan.

Example - Scale: 1" = 40'

3. North Arrow

Show an arrow indicating the NORTH direction.

4. Property Boundaries/Easements

Show property lines and all easements (*utility, drainage, dike, access, railroad, etc.*). Indicate site dimensions and names of adjacent roads.

5. Driveway

Show entire length and width of driveway in feet. Indicate grade of driveway in percent (%) of slope. Turnouts are required every 300 feet. To create a turnout, the road shall be widened to 20 feet in width for a distance of 30 feet in length to allow for vehicles to pull over and allow emergency vehicles to proceed.

6. Building Footprint

Show location, dimensions and setbacks of all existing and proposed buildings or structures. If this project includes an addition, please clearly show the addition different from the existing building. Identify each building by its use (*residence, garage, etc.*). Indicate roof overhang lines and any decks, porches or retaining walls.

7. Impervious Surface

Indicate the amount of **new** impervious area. Impervious areas include the square footage of new building roof area, parking area, patios and any new driveway.

8. Setbacks

Indicate the building setbacks from all property lines with a dashed line. Include shoreline setbacks when applicable.

9. Well Location or Water Lines

Indicate the drinking water supply (*existing and/or proposed, public or individual*). Show all private well(s), public water mains and water supply pipes to all buildings.

10. On-Site Septic System Location or Sewer Lines

Indicate method of sewage disposal: Private septic - show existing and proposed on-site sewage system(s). Include drainfield replacement area(s). (Tanks are required to be 50' and drainfield 100' from a well.) Public sewer - indicate location of sewer main and private pipes to building.

11. Propane

Show the location of the propane tank (if any).

12. Slope

Indicate slope (elevation change) of building site. Use contour lines or arrows to show direction and percent (%) of slope(s). Identify any erosion or landslide areas as well as any potential unstable slopes greater than 15%.

Percentage % of slope = Rise (*drop in height*) divided by Run (*distance*) multiplied by 100.

OTHER FEATURES TO INCLUDE ON YOUR SITE PLAN IF APPLICABLE:

•Shorelines

For shoreline properties, show the ordinary high water mark (OHWM) and setbacks from OHWM to all structures, including neighbor's, within 300 feet from both side property lines.