



Site Plan Requirements

Form # BFS0015 A
Revised: 11-27-17

Building & Fire Safety Division – Yakima County Public Services

BEFORE you begin drawing your site plan, please read the information and checklist instructions below, and review the site plan example to better understand all of the specific requirements. A site plan is required for a variety of projects. An accurate site plan is an essential tool for permit applications for structures whether they are new, additions, alterations, placement of a manufactured home, as well as installation of a propane tank, swimming pool, retaining walls, and even demolition permits. Various departments and staff members will review your site plan to determine whether the proposed project is compliant with Yakima County Zoning Ordinances, Building Codes, Fire Codes and Health District requirements as applicable to your project. Our website, www.yakimap.com may be of help when you prepare your site plan.

The following checklist will assist you in creating a site plan for your project which is required at the time you submit your application. Some of the information may not apply to your project or be present on the parcel; please include all of the items that are applicable to your parcel. Use the checkboxes next to each requirement to ensure that a complete site plan is submitted at the time of application. An inaccurate or incomplete site plan will delay in the processing of your proposed project until the correct or missing information has been submitted. Should you have questions or need assistance in completing a site plan, please contact our office at (509) 574-2300.

Yes	N/A	Site Plan Basics:
<input type="checkbox"/>		Paper size: Minimum 8 ½" x 11" OR Maximum 11"x17" .
<input type="checkbox"/>		Property owner name and parcel number (If applicable include short plat, subdivision, lot number).
<input type="checkbox"/>		North arrow (As with a typical map, the North arrow shall be directed at the top of the paper with the writing facing the same northern direction).
<input type="checkbox"/>		Drawn in blue or black / indelible ink (copies that are illegible may not be acceptable).
<input type="checkbox"/>		Use a scale; ¼", ½", etc. (Correct Example: ¼" inch = 10 ft.; Not Acceptable Example: ¼" inch = 37 ft.)
<input type="checkbox"/>		Draw ALL property lines and adjacent roads on the paper, use a larger paper as necessary (Include dimensions. For large parcels , draw a simple plan showing the entire lot and indicate which area the new construction is to take place. Attach to the detailed section and submit both.)
Yes	N/A	Information to Include on Site Plan:
<input type="checkbox"/>		All structures (existing and proposed), labeled with their use (ex: house, garage, barn, well house).
<input type="checkbox"/>		Label road(s) or access easements (include width) used to access parcel.
<input type="checkbox"/>	<input type="checkbox"/>	Show all easements (such as access, utility or irrigation) and width of each easement.
<input type="checkbox"/>		Driveway location (existing or proposed).
<input type="checkbox"/>	<input type="checkbox"/>	Fire Apparatus Turn Around and Turnouts as required. (Verify with Fire Marshal's Office).
<input type="checkbox"/>	<input type="checkbox"/>	Septic system (show septic tank, drain field & replacement area locations).
<input type="checkbox"/>	<input type="checkbox"/>	Well or water source (Indicate Private or Shared well, include well control zone as applicable).
<input type="checkbox"/>	<input type="checkbox"/>	Large physical features (such as canals, steep slopes, etc.).
<input type="checkbox"/>	<input type="checkbox"/>	Critical Areas/Shoreline: River, streams, creek, pond, floodplain, floodway, etc. (Distance from structure to the ordinary high water mark of the river, stream, creek, etc.. Verify any buffer zone with the Planning Division.
Yes	N/A	Dimensions to Include:
<input type="checkbox"/>	<input type="checkbox"/>	Label ALL structures Use & Size (both existing and proposed construction).
<input type="checkbox"/>	<input type="checkbox"/>	DO NOT STATE THE SETBACK AS THIS VARIES FOR EACH PARCEL & TYPE OF STRUCTURE. <u>Label the actual distance (not the setback) from structures to:</u> → Centerline of Right-of-Way or Access Easements (show road/easement width). → Property lines. → Septic tank and drain fields (Verify location & distance required with Health District). → Wells (Two party/shared wells typical 100' well control zone, and verify with Health District).

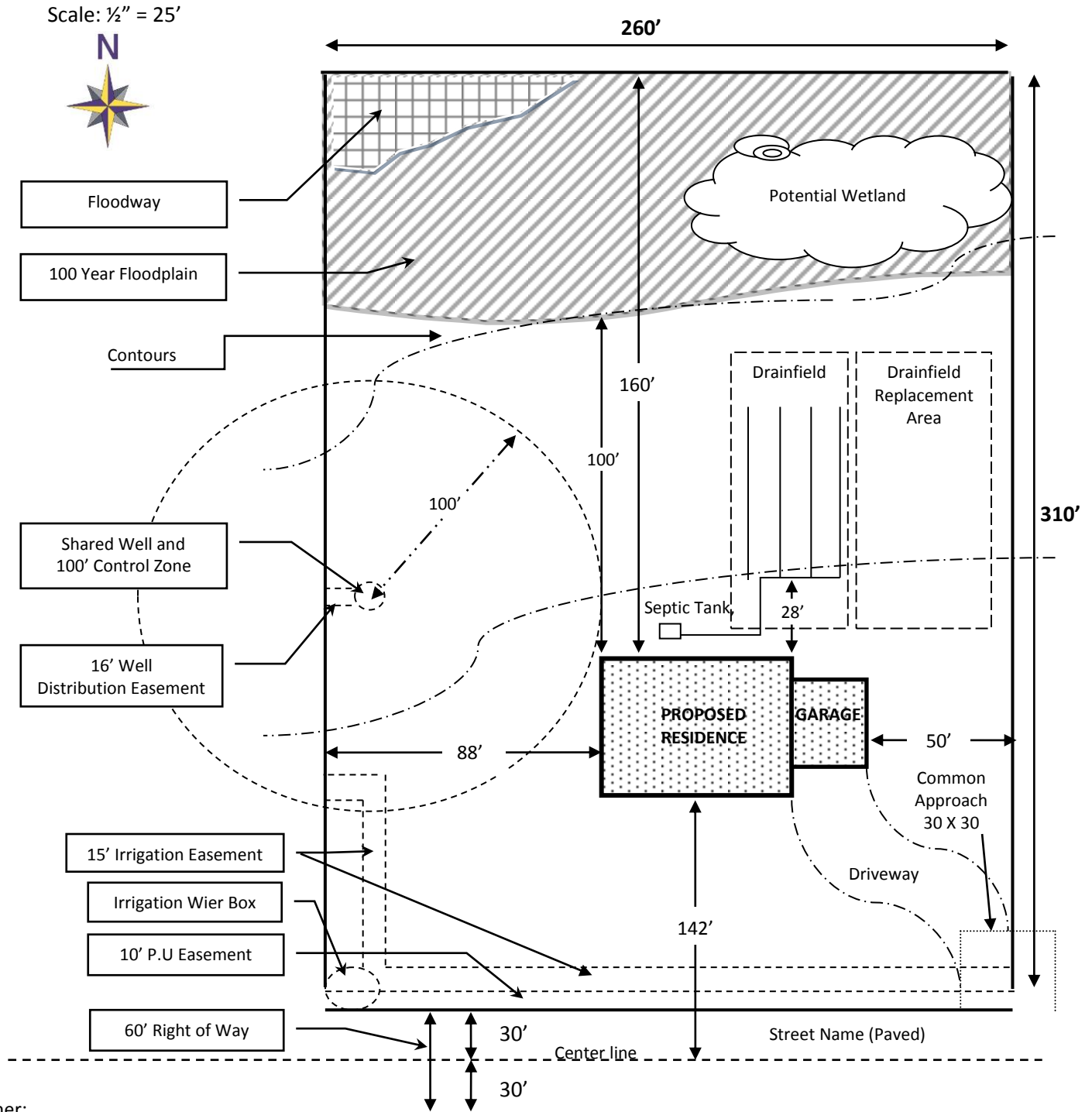


SITE PLAN EXAMPLE

Revised 11-27-2017

Yakima County Public Services
 128 North Second Street · Fourth Floor Courthouse · Yakima, Washington 98901
 (509) 574-2300 · 1-800 572-7354 · FAX (509) 574-2301 · www.co.yakima.wa.us

For assistance with your site plan, please view our website at www.yakimap.com



Owner: _____
 Address _____
 Phone No. _____
 Tax Parcel Number: _____
 Short Plat: _____ Lot: _____



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Large parcels:

Include with your site plan as shown on page 1 of this example, **the entire parcel** with dimensions, roads, access easements, floodplain/floodway, canals, and show the approximate location of the detailed close-up drawing as shown on page 1.

