City of McCleary
Home of the McCleary Bear Festival
www.cityofmccleary.com

City of McCleary

100 S 3rd Street
McCleary, WA 98557
Phone: 360-495-3667
Fax: 360-495-3097

Application for:

- ❑ Subdivision
- ❑ Short Subdivision
- ❑ Site Plan
- ❑ Binding Site Plan

Fee $ _____

Paid _____
date receipt #

PROJECT NAME _____

Applicant _____ Address _____
Phone _____ City, State, Zip _____
Cell/Other _____ Email _____

Owner(s) _____ Address _____
Phone _____ City, State, Zip _____
Cell/Other _____ Email _____

Owner(s) _____ Address _____
Phone _____ City, State, Zip _____
Cell/Other _____ Email _____

Architect/Planner/Engineer (circle)

_____ Address _____
Phone _____ City, State, Zip _____
Cell/Other _____ Email _____

Architect/Planner/Engineer (circle)

_____ Address _____
Phone _____ City, State, Zip _____
Cell/Other _____ Email _____

Project Description (uses, scope, nature and size):

Zoning:

No. of Dwelling Units:

Gross floor area, each use:

No. of Employees:

Total coverage by impervious surfaces:

No. Parking Stalls by type:

Assessor Parcel Nos. _____

Special Purpose Districts within 300 feet of proposed development (school, fire, hospital, etc.)

EXHIBITS: Except where noted, provide seven (7) sets. Exhibits may be combined where appropriate. Plans shall be no larger than 24 by 36 inch sheet size.

☐ 1. Vicinity Map showing site boundaries,existing roads and accesses within 100 feet beyond the site boundaries

☐ 2. Legal description of boundaries of the parcel(s) being developed, prepared and certified by a title company or registered land surveyor

☐ 3. Site Map drawn to scale* showing the existing structures, refuse enclosures, easements and utilities with distances to existing operational fire hydrants

☐ 4. Topographical Map with contours, existing and proposed, locating existing streams, wetlands, and other natural features

☐ 5. Site Plan drawn to scale* showing location and size of uses, buffer areas, yards, open spaces and landscaped areas

☐ 6. Aveage Daily Trips generated by proposed project on the trip generation form within the International Transportation Engineers Trip Generation Manual

☐ 7. Circulation Plan drawn to scale* illustrating all access points for the site; the size and location of all streets and driveways; and the location, size and design of parking and loading areas

☐ 8. Grading Plan with estimated dimensions and quntities of work involved, drawn at 1" = 20' horizontal scale with 2-foot contour intervals

☐ 9. Roadway cross sections

☐ 10. Stormwater Plan, prepared and certified by a licensed, professional engineer

☐ 11. Utility Plan showing size and location of all water, wastewater, gas and electrical lines to be installed, and location of any and all fire protection facilities, including but not limited to fire hydrants

☐ 12. Landscape Plan drawn to scale* showing all plant species, locations and size (at planting and mature), existing trees to be retained, spcific tree protection measures, and method of irrigation, if any

☐ 13. Building elevations drawn at ¼" = 1' or larger. Identify building materials and colors.

☐ 14. 8 by 11 inch reduction of all drawings

☐ 15. Draft of proposed Conditions, Covenants and Restrictions related to the maintenance of open space and commonly-owned improvements

☐ 16. SEPA checklist, if required

☐ 17. Prestamped #10 envelopes addressed to all property owners within 300 feet of the parcel(s) being developed and one list of the names and addresses

☐ 18. Title report, not more than 30 days old, showing restrictions, if any, presently encumbering the land

☐ 19. Water and sewer availability letter(s) from the City of McCleary

☐ 20. Any other information deemed pertinent by the City

* Scale shall be 1"=20', 30' or 50' with bar scale directly below the North Arrow. Any variation to the scale must be approved by the City in advance of plan submittal.

Application Incomplete, returned _____ (date, initials)	Application Complete _____ (date, initials)
Application: ☐ Approved ☐ Approved with Conditions (attached) ☐ Disapproved	City Administrator _____ Date

Final approval of a site plan shall expire within one (1) year of the date of approval if substantial progress has not been made toward implementing the plan.