



801 SW 174th Street Normandy Park WA, 98166
Permit Center (206) 248-8260 fax (206) 439-8674

Permit # _____

Small Project Drainage Plan Submittal

Information

Please print. Leave no blank lines.

Landowner _____	Tax Parcel # _____
Phone _____	Prepared By (Agent) _____
Address _____	Address _____
City, ST ZIP Code _____	City, ST ZIP Code _____
E-mail _____	Phone _____
	Short Plat Name _____

Driveway: _____ Not on public Road	Block: _____	Lot: _____
_____ Submitting permit now for driveway approach onto public road	Volume _____	Page: _____
_____ Existing driveway approach onto public road	Acreage: _____	Soils: _____

Regarding pre-approval for additional/future structures: Locations and dimensions must be shown on this site plan for future drainage review to be waived.

_____ Signature of Owner/ Owner's Agent	_____ Date
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Requirements: The following are required as part of small project drainage plan submittal

- Drainage Plan (must be plotted to scale, with all significant dimensions given. Use attached sheet or attach a separate sheet, no smaller than 11x17. See checklist for required information.
- Written Drainage Assessment
- Notice to Title form

Submit the completed forms to the Normandy Park Permit Center (206-248-8260). Incomplete information can delay processing of the drainage evaluation.

Drainage Plan

DRAINAGE PLAN CHECKLIST:

The following information must be included on all small project drainage plans:

Identification

- Name, address, and phone number of applicant
- Parcel number
- Dimension of all property lines
- Street names and existing or proposed property address
- North arrow
- Legend if needed
- Scale—use a scale that clearly illustrates drainage features and BMPs/measures
- Slope details, show at least 5-foot contours for all slopes steeper than 15% .

Building and Site Development Features

- Footprint of all structures (existing and proposed)
- Future Structures and Improvements planned.
 - If you wish to have drainage review waived for future structures/improvements on this parcel, you must show them (with dimensions) on the site plan.
- Parking, roads, and driveways (existing and proposed)
- Sport courts, patios, pools and any other paved or impervious surfaces (existing and proposed)
- Total Impervious surface land cover (existing and proposed)
- Location of any retaining walls and rockeries (existing and proposed)
- Existing or proposed septic system, including all system components and both primary and reserve drainfields.
- Utility structures (poles, fire hydrants, etc.)
- Existing easements
- Existing wells or wells to be abandoned.
- Newly created vegetated areas.
- Remaining **vegetated open space** that will remain undisturbed.

Natural Features and Critical Areas

For a map detailing the critical areas on your site, visit the permit counter at the Department of Community Development. *Development within 200 feet of a critical area may require an engineered drainage plan.*

- Existing natural features of the property (woods, pasture, brush).
- Existing hydrology- Location of all existing and proposed ditches, swales, pipes, etc.
- Delineation of all streams, wetlands, lakes, closed depressions, or other water features (including any required buffer widths)
- Delineation of all flood hazard areas, erosion hazard areas, steep slope hazard areas, landslide hazard areas, and their buffers and building setback lines.

Stormwater Management Information

In addition to the general information listed above, the following additional information is required on drainage plans that include installation of stormwater BMPs:

- Show delineation and dimensions of impervious surfaces and pervious surfaces, both existing and new.
- Show location and dimensions of runoff management BMP methods such as, detention ponds and vaults, infiltration trenches, drywells, rain gardens, permeable pavements, rain water storage tanks for managing stormwater from all impervious surfaces.
- Show delineation and dimensions of the flowpath of stormwater through the site- from the runoff management BMPs, to conveyance BMPs, to end-of-line discharge BMPs.
- Show setback lengths between stormwater management BMPs and any property line, structure, well, steep slope, stream, wetland, or septic system including drainfields.

Written Drainage Assessment

The written drainage assessment is a supporting document of the small project drainage plan and includes the following information:

- A description of the property:
 - **Property Description:** Describe the natural features of the parcel (i.e. woods, pasture, brush) and give the approximate area covered by those features.
 - **Existing Structures/ Improvements:** List any existing buildings, driveways (dirt, gravel, etc.), sidewalks, etc. and their area size in square feet or acres.
 - **New Structures/ Improvements:** List new buildings and their sizes along with any size changes in existing driveways, parking areas, landscaped areas, etc.
 - **Future Structures/ Improvements Planned:** If you wish to have drainage review waived for future structures/improvements on this parcel, you must list them (with dimensions) in this section. Show their locations on the plot plan.
 - **Remaining Undisturbed Land:** List and provide the size of the land (woods, pasture) not covered by buildings or improvements.
- Proposed Drainage Plan: A description of proposed stormwater management BMPs shown on the drainage plan and how they were selected.

Notice To Title form

A signed and notarized Notice to Title form is required for all projects requiring a drainage plan.

Parcel Number:	
Description	Area (sq.ft.)
Property description: (wooded, pasture, etc.)	
Existing Structures/ Improvements:	
New Structures and Improvements:	
Future Structures and Improvements:	
Sketch of Proposed Drainage Plan (separate full-sized plan required):	

I hereby certify the information provided above and on the attached plot plan is true and accurate to the best of my knowledge and represents the planned development of the parcel.

Signature of Owner/ Owner's Agent

Date