



CHECKLIST & SUPPLEMENTAL INFORMATION FOR DEVELOPMENT REVIEW APPLICATIONS: **ON-SITE SEWAGE (OSS) TREATMENT SYSTEM(S) and/or WELL WATER**

To be submitted with the DEVELOPMENT REVIEW APPLICATION (paper and online)

PROJECT INFORMATION

Project Name: _____

Property Dimensions: _____

DEVELOPMENT TYPE (Select one option and provide details for the selection if applicable):

- Short Plat (# of lots): _____
- Subdivision (# of lots): _____
- Conditional Use Permit
- Site Plan Review
- Other, please specify: _____

County/City File #: _____

EXISTING WATER SUPPLY (select one and provide details):

- Municipal: _____
- Community Well; # Homes served: _____
- Individual Well (list owner below):

PROPOSED WATER SUPPLY (select one and provide details):

- Municipal: _____
- Community Well; # Homes served: _____
- Individual Well (List owner below):

EXISTING SEWAGE SYSTEM (select one and details):

- Public Sewer (Purveyor): _____
- On-site Sewage System
- Other (If other, then specify below):

PROPOSED SEWAGE SYSTEM (select one and provide details):

- Public Sewer (Purveyor): _____
- On-site Sewage System
- Other (If other, then specify below):

LAND USE (Fill out each field, type NA if unknown):

Current use: _____

Historical uses of this property
(example: dairy farm, landfill, gas station, etc.): _____

PROPERTY OWNER INFORMATION (Fill out each field, type NA if unknown):

Present Property owner/s: _____

Past owners, names on existing
septic permits, etc. (if known): _____

****Continued on next page****

The following items must be submitted as attachments with this development review application. Processing of applications submitted without all checklist items likely will be delayed until all items are submitted.

1. A completed Development Review Application (not applicable for applications submitted online).
2. This checklist (3 pages), completely filled out and all attachments as applicable.
3. Check those that apply to project:
 - a. Subdivision (i.e. 5 or more lots)
 - b. School (K-12)
 - c. Church
 - d. Requires a Conditional Use Permit (CUP)
 - e. Requires a public hearing
4. Preliminary/proposed plat(s) or site plan(s) which include:
 - a. Minimum scale of 1" = 50'. For large projects, a scale of 1" = 200' may be acceptable;
 - b. Existing and proposed boundaries, easements, and rights-of-way;
 - c. Residences (include addresses);
 - d. Outbuildings;
 - e. Driveways;
 - f. Adjacent roads (including names);
 - g. *Septic tanks, pump chambers, dry wells, drain fields (used or unused);
 - h. *Wells (including used, unused, irrigation, abandoned, and proposed);
*Note: if septic system components or well(s) are known to exist on the property but cannot be located after a reasonable effort, please note this under the "Land Use" section on page 1.
 - i. Underground and above ground storage tanks;
 - j. Bodies of water, including rivers, streams, springs, ponds, etc.;
 - k. Existing drainage features, including drain tiles;
 - l. Indicate (on the plan) above items to be removed during development;
 - m. Test holes(s)' always required(i.e. valid or concurrent Soil & Site Evaluation);
 - n. Existing contours;
5. Current/Existing plat(s) or site plan(s) which include:
 - a. Minimum scale of 1" = 50'. For large projects, a scale of 1" = 200' may be acceptable;
 - b. Existing and proposed boundaries, easements, and rights-of-way;
 - c. Residences (include addresses);
 - d. Outbuildings;
 - e. Driveways;
 - f. Adjacent roads (including names);
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6. Site accessible, example: gates unlocked, animals restrained, residents notified that entry granted to the Health Department, etc; **Note: poor site conditions and access problems restrict our ability to evaluate property in a timely manner. Provide specific details for accessing the site here (gate codes, land marks etc):**

7. Site flagged and ready. Blue flagging provided is for marking access from the main road fronting the site, property corners, property lines (every 100'), etc. If site has property lines clearly marked (fences, roadways, etc.), it is not necessary to flag, but note this under "additional information" section below;

8. Copy of County or City pre-application Conference Report, if applicable

9. Specific information requested in Public Health Pre-application Conference Comments, if applicable;

10. Environmental Site Assessment(s) conducted on any portion of this property?
 No Yes, if yes, please submit a copy;

11. Developer's Packet specific to site. Developer's Packets can be purchased online at <https://gis.clark.wa.gov/gishome/mapStore/#/devPacket> or by contacting the GIS Map Store (themapstore@clark.wa.gov or 564.397.4652)

12. If project is **not** a land division, provide written description of proposal. Include information on wastewater quality and flow, number of employees, hours of operation, public use of restrooms, type of use (medical office, dental office, lab, beauty salon, etc.

13. Current (within 6 months) Utility Review from the sewer purveyor for developments located within an Urban Growth Area or within city limits (except the Town of Yacolt);

14. Current Public Sewer Waiver from Clark County Planning for developments located within an Urban Growth Area, but outside city limits;

15. Current water availability letter from the water purveyor for all projects;

16. If proposing wells, provide copies of available well logs/hydrogeological studies for properties in this area;

17. Preliminary drainage plan, indicating storm-water features, test holes, existing wells and proposed wells;

18. Additional information which may help us in our determination:

