



SMALL PROJECT DRAINAGE REVIEW CHECKLIST

7/11/2016

PURPOSE: To establish drainage review requirements associated with residential development or redevelopment projects in accordance with City of North Bend's adopted Stormwater Management requirements of the North Bend Municipal Code (NBMC) Chapter 14.16, consistent with the City's goal to protect public health, safety, welfare and aesthetics, and providing adequate public services/infrastructure.

THRESHOLD: Small Project Drainage Review is required for any residential development in the City of North Bend that creates between 2,000 and 5,000 sf of new impervious surface, replaced impervious surface, or new plus replaced impervious surface, OR 7,000 square feet or more of land disturbing activity but less than 35,000 sf of new pervious surface. All City permitted projects that will involve land disturbing activity must provide Erosion and Sediment Control measures.

REQUIREMENTS: All residential developments that trigger residential building permit drainage review shall comply with the drainage requirements contained in Appendix C of the 2009 King County Surface Water Design Manual. A Boundary and Topographic Survey prepared by a professionally licensed surveyor in the State of Washington is required for use as a survey base map. **EROSION AND SEDIMENT CONTROL IS REQUIRED FOR ALL PROJECTS RESULTING IN LAND DISTURBING ACTIVITY.**

COMPLETE APPLICATION REQUIRED: In order to accept your Building Permit application, each of the items included in the Small Project Drainage Review Checklist must be submitted at the same time. All plans must be on 11"x17" minimum sized paper.

APPLICATION SUBMITTAL HOURS: Applications shall be submitted to Community and Economic Development located at 126 E. Fourth St, North Bend, WA 98045, between 8:00 A.M. to 4:00 P.M. Monday through Thursday, and 8:00 A.M. to 11:30 A.M. on Friday.

ADDITIONAL PERMITS AND REVIEW: Additional permits and/or drainage review may be required as part of this proposal. It is the applicant's responsibility to obtain these other approvals.

SMALL PROJECT DRAINAGE REVIEW APPLICATION

(FOR PROJECTS CREATING 2,000 SQ FT OR MORE OF NEW IMPERVIOUS SURFACE AREA SUBJECT TO SMALL SITE DRAINAGE REVIEW)

Name:	Address:
Phone:	Tax Parcel #:
Date:	Email:
Total site area:	Proposed NEW impervious surface (sf):
Existing impervious surface (sf):	Proposed pervious surface (sf):
Existing pervious surface (sf):	Land disturbing activity (sf):
Name of Plat and Lot # (if applicable):	

APPLICATION DOCUMENTS

ALL OF THE FOLLOWING ARE REQUIRED WITH EXCEPTIONS NOTED AS PART OF A DRAINAGE PLAN SUBMITTAL:

Staff	Applicant	Qty.	Documents Required
		3	<u>Small Project Drainage Plan</u> per section Appendix C, Section C.4 of the 2009 King County Surface Water Design Manual (KCSWDM). Must be plotted to scale, with all significant dimensions given. Site plans, shall be drawn on 11" x 17" minimum sheet size. 22" x 34" and 24" x 36" are also acceptable.
		3	<u>Flow Control BMP Design and Maintenance Details</u> per Section C.4.3 of the 2009 KCSWDM.
		3	<u>Small Site Erosion and Sediment Control (ESC) Plan</u> per Section C.4.2.2 of the 2009 KCSWDM.
		3	<u>Written Drainage Assessment</u> per Section C.4.4 of the 2009 KCSWDM. Note: N/A if part of an active plat.
		1	<u>Soils Report</u> per section C.2.2.1 of the 2009 KCSWDM. Note: N/A if part of an active plat.
		1	<u>Declaration of Covenant</u> for Maintenance and Inspection Flow Control BMPs.
		1	<u>Copy of any recorded covenant-Exhibit A</u> (flow control BMP) Submit for review prior to recording with King County Recorder's Office.

DRAINAGE PLAN:

ALL OF THE FOLLOWING INFORMATION MUST BE INCLUDED ON SMALL PROJECT DRAINAGE PLANS:

IDENTIFICATION

- Parcel number
- Dimension of all property lines, street names and property address
- Section, township and range
- North arrow
- Legend
- Scale—use a scale that clearly illustrates BMPs/measures topography
- Lot Area
- Impervious Surface Coverage Area And Percentage

BUILDING AND SITE DEVELOPMENT

FEATURES

- Footprint of all structures (existing and proposed).
- Show delineation and dimensions of impervious surfaces (parking, roads, roof, driveways, etc) and pervious surfaces (patios), both existing and proposed.
- Location of any retaining walls and rockeries (existing and proposed).
- Existing septic system, including all system components and both primary and reserve drainfield.
- Utility structures (poles, fire hydrants, etc.)
- Existing and proposed easements
- Remaining vegetated open space that will remain.
- Wells onsite and offsite within 100'
- Trees greater than 8" diameter at 4.5' above grade with driplines.

- Proposed sewer and water service locations.
- Location of all existing and proposed drainage ditches, swales, pipes, etc.
- Delineation of all streams, wetlands, closed depressions, or other water features (including any required buffer widths).
- Delineation of all floodplain, floodway, erosion hazard areas, landslide hazard areas, and their buffers and building setback lines.
- Delineation of all drainage easements, tracts and right-of-ways.

INFORMATION SPECIFIC TO FLOW

CONTROL BMPs (SECTION C.4.2.2 OF THE SWDM)

- Show location and dimensions of flow control BMP methods such as: infiltration trenches, drywells, rain gardens, permeable pavements for managing stormwater from all impervious surfaces.
- Show delineation and dimensions of the flowpath segment, if applicable.
- Show setback lengths between flow control BMPs and any property line, structure, well, steep slope, stream, wetland, and/or septic system.

FLOW CONTROL BMP DESIGN AND MAINTENANCE DETAILS (REQUIRED WHENEVER FLOW CONTROL BMPs ARE PROPOSED BY A PROJECT).

The following information is required on the flow control BMPs design and maintenance details:

- Provide diagrams/figures (should be displayed on 8.5"x11" paper with 1" min. margins so they can be directly recorded as attachments to the required declaration of covenant and grant of easement), design specifications, and maintenance instructions for each flow control BMP proposed.
- Provide maintenance instructions explaining for future property owners the purpose of each flow control BMP and how it must be maintained and operated.

SMALL PROJECT EROSION AND SEDIMENT CONTROL (ESC) PLAN (SECTION C.1.2.4 OF THE SURFACE WATER DESIGN MANUAL). Erosion and sediment control is required for all projects resulting in land disturbing activity.

The following information is required on small site ESC plans:

- Delineation of proposed clearing and grading limits (i.e., area to be disturbed).
- Type and location of ESC measures such as: construction entrance, mulching, nets and blankets plastic covering, clearing limits/minimize clearing, silt fence, vegetated strip, triangular silt dike, storm drain inlet protection.
- Notes indicating the location of any significant offsite drainage feature within 100 feet of the discharge point(s) for the site/lot, including streams, roadside ditches, and all structures within 100 feet.

WRITTEN DRAINAGE ASSESSMENT (SECTION C.4.4 OF THE 2009 KING COUNTY SURFACE WATER DESIGN MANUAL).

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

- A narrative description of proposed project, including:
 - Property description
 - Existing and proposed improvement
- A description of proposed flow control BMPs shown on the drainage plan and how they were selected. Please include details on the impervious surface draining to each BMP, and how each BMP was sized (by table or % coverage).
- A description of proposed ESC measures shown on the plans and how they were selected.
- A description of any necessary special studies or soil reports.
- A description of any other information required by Community and Economic Development.

DECLARATION OF COVENANT (SECTION C.5.2 OF THE 2009 KING COUNTY SURFACE WATER DESIGN MANUAL)

A signed and notarized Declaration of Covenant (per reference section 8-M of the **2009 King County Surface Water Design Manual as amended by the City**) for recording is required for all projects requiring a drainage plan.

- The complete form shall be provided to, reviewed and approved by Public Works Department prior to recording.