

Instructions

Disclaimer: The following information is not an exhaustive list and may be modified by staff at any time. This document is intended only as a guide. Please consult with City of Redmond staff if further instruction and/or clarification is necessary.

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| <input type="checkbox"/> | All plans must be submitted in a searchable PDF format (non-scanned). |
| <input type="checkbox"/> | The plans shall be drawn to an engineering scale of 1" = 20'. |
| <input type="checkbox"/> | The Site Plan shall be prepared by a professional licensed in the State of Washington. |
| <input type="checkbox"/> | Contact information including name, address, phone number and e-mail address of the applicant, owner, developer, building, surveyor, engineer(s), architect, landscape architect, arborist and any other professionals involved in the creation of the plans shall be shown on each applicable plan sheet with contact information for all parties provided on the cover sheet. |

Standard Information

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| <input type="checkbox"/> | Approvals and Certificates: include a dedicated area for approval stamps and certifications from a City of Redmond Engineer, the City of Redmond Technical Committee, the City of Redmond Office of Finance Director, the King County Assessor, and the King County Deputy Assessor. |
| <input type="checkbox"/> | Conditions: note any conditions from any previous land use entitlements or development agreement the project is subject to. |
| <input type="checkbox"/> | Covenants: note any covenants, existing and proposed. |
| <input type="checkbox"/> | Critical areas: identify the location and dimension of existing and proposed fish and wildlife habitat conservation areas, streams, wetlands, frequently flooded areas, critical aquifer recharge areas, landslide hazard areas, erosion hazard areas, and seismic hazard areas. Identify and dimension all buffers for associate critical areas and any reductions or averaging proposed. |
| <input type="checkbox"/> | Declarations: include declarations by the owner and other parties with a vested interest in the subject property(ies). |
| <input type="checkbox"/> | Easements: identify the location and dimensions of all existing and proposed easements on the subject property(ies). Easements include access, drainage, fire, utilities etc. |
| <input type="checkbox"/> | Fences and other appurtenant development features: identify the location and dimensions of all existing and proposed fences and other appurtenant development features. |
| <input type="checkbox"/> | Garbage and Recycling: Show proposed location of garbage and recycling receptacle enclosures and details. Locations shall be approved by both the Stormwater and Planning reviewers as well as Waste Management Company prior to land use entitlement per RZC 21.38.020.F. Please contact Bob Eichhorn, Sr. Route Manager of North Sound District at Waste Management, at 425-420-1716, or reichhor@wm.com for more information. |
| <input type="checkbox"/> | Net buildable area calculation table: identify the allowed buildable area and the proposed net buildable area. |
| <input type="checkbox"/> | Property Lines: identify the location and dimensions of all existing and proposed property lines. |
| <input type="checkbox"/> | Public or Common Use Areas: identify the location and dimension of all existing and proposed public or common use areas. |
| <input type="checkbox"/> | Setbacks: Identify the location and dimension of all existing and proposed setbacks including building setbacks, pedestrian system setbacks, setbacks from critical areas and any other setbacks as applicable. |
| <input type="checkbox"/> | Shorelines: identify the location of any state shorelines including the ordinary high-water mark, the shoreline jurisdiction and any associated buffers or setbacks from shorelines. Include any wetlands and floodplains associated with the shoreline. |
| <input type="checkbox"/> | Structures: identify the location and dimension of existing and proposed structures, note the existing and proposed use and include measured distances from property lines and any other existing and proposed structures on and off the subject property. |
| <input type="checkbox"/> | Topography: identify existing and proposed topography at 2-foot contours based upon an actual field survey. Larger contour intervals may be permitted on steep sites with authorization from the City of Redmond Planning |

	Department. Spot elevation of existing conditions may be shown for flat sites with no more than 5-feet of total elevation change.
<input type="checkbox"/>	Utilities: include existing and proposed utilities, both dry and wet, onsite and along the project frontage(s). This includes utility poles, street lights etc.
<input type="checkbox"/>	Vehicular Access: identify the location and dimension of all existing and proposed driveways, road easements, dedications, and rights-of-way on ad adjacent to the site including those across the street(s).
<input type="checkbox"/>	Watercourses: identify existing and proposed streams and drainage courses on or adjacent to the site.