

Chapter 18.18 SITE PLAN REVIEW

18.18.010 Intent.

This chapter is intended to provide procedures for the review of site plan applications. Site plan review is intended to ensure that development projects carried out in given zoning districts are executed in a manner consistent with existing ordinances concerning public utilities, traffic, facilities, and services, and provide unified site design, access, landscaping, screening, building placement and parking lot layout. The site plan review process is not intended to review and determine the appropriateness of a given use on a given site. It is intended to ~~insure~~ ensure that development of a site will provide the features necessary to protect the health, safety, and general welfare of the citizens of the city.

(Ord. 2515 § 1 (Exh. A (part)), 2008: Ord. 2443 § 3 (Exh. A (part)), 2006)

18.18.020 Applicability.

- A. Site plan review and approval shall be required for the following development activities prior to issuance of a building permit:
1. All new nonresidential uses for the location of any building(s);
 2. Any multifamily development in which more than two dwelling units would be contained, not including any middle housing or accessory dwelling unit development on a single residential lot;
 3. The expansion of any building or development as defined in CMC Section 18.18.020(A) exceeding twenty percent of the existing floor or site area, or any one thousand square foot addition, or increase in impervious coverage thereto, whichever is lesser.
- B. Exemptions. The following developments and land use categories shall be exempt from site plan review:
1. Planned unit developments, land divisions, binding site plans and boundary line adjustments pursuant to CMC Titles 17 and 18;
 2. ~~Light industrial/business park development applications pursuant to CMC Chapters 18.20 North Dwyer Creek Residential Overlay and 18.21 Light Industrial/Business Park;~~
 23. Normal or emergency repair or maintenance of public or private buildings, structures, landscaping, or utilities;
 34. Interior remodeling and tenant improvements to buildings previously reviewed and approved; and
 45. Unless otherwise required, proposals that are subject to Type I procedures under CMC Chapter 18.55 Administration and Procedures.

(Ord. 2515 § 1 (Exh. A (part)), 2008: Ord. 2481 § 1 (Exh. A (part)), 2007: Ord. 2443 § 3 (Exh. A (part)), 2006)

(Ord. No. 2612, § I(Exh. A), 2-7-2011)

18.18.030 Site plans and review procedures.

A. Any use that is subject to the requirements for a site plan review shall be processed in accordance with the procedures established under CMC Chapter 18.55 Administration and Procedures for Type II project permit applications.

B. Site plan review and approval shall be required prior to issuance of grading or other building permits.

(Ord. 2515 § 1 (Exh. A (part)), 2008: Ord. 2481 § 1 (Exh. A (part)), 2007: Ord. 2443 § 3 (Exh. A (part)), 2006)

(Ord. No. 2612, § I(Exh. A), 2-7-2011)

18.18.040 Submittal and contents of a complete application.

In addition to the submittal requirements under CMC Chapter 18.55 Administration and Procedures, each application for site plan review shall contain the following information. Items may be waived if, in the judgment of the community development department, the items are not applicable to the particular proposal.

- A. A written description addressing the scope of the project, the nature and size in gross floor area of each use, and the total amount of square feet to be covered by impervious surfaces;
- B. A vicinity map showing site boundaries, and existing roads and accesses within and bounding the site;
- C. A topographic map based upon a site survey delineating contours, existing and proposed, at no less than five-foot intervals, and which locates existing streams, marshes, and other natural features;
- D. Site plans drawn to a scale no smaller than one inch equals fifty feet showing location and size of uses, buffer areas, proposed areas of disturbance or construction outside of the building footprint, yards, open spaces and landscaped areas, and any existing structures, easements and utilities;
- E. A circulation plan drawn to a scale acceptable to the community development director illustrating all access points for the site, the size and location of all driveways, streets, and roads, with proposed width and outside turning radius, the location, size, and design of parking and loading areas, and existing and proposed pedestrian circulation system. If a project would generate more than one hundred average daily trips either based on the latest edition of the International Transportation Engineer's (ITE) Trip Generation Manual or evidence substantiated by a professional engineer licensed in the state of Washington with expertise in traffic engineering, a traffic impact study shall be submitted;
- F. A preliminary stormwater technical information report (TIR) supporting the preliminary stormwater drainage and runoff plan. The preliminary stormwater TIR is to be prepared in accordance with Ecology's latest edition Stormwater Management Manual for Western Washington (SWMMWW);
- G. A utility plan;
- H. A plot plan of all proposed landscaping including the treatment and materials used for open spaces, and the types of plants and screening to be used; and
- I. Typical building elevation and architectural style; ~~and~~
- J. ~~Reserved.~~

(Ord. 2515 § 1 (Exh. A (part)), 2008: Ord. 2481 § 1 (Exh. A (part)), 2007: Ord. 2443 § 3 (Exh. A (part)), 2006)

(Ord. No. 2612, § I(Exh. A), 2-7-2011; Ord. No. 19-012, § II(Exh. A), 11-4-2019; Ord. No. 21-005, § I(Exh. A), 3-15-2021)

18.18.050 Reserved.

Editor's note(s)—Ord. No. 2612, § I(Exh. A), adopted February 7, 2011, repealed § 18.18.050, which pertained to application open for public inspection. See also the Code Comparative Table and Disposition List.

18.18.060 Criteria for approval.

The city shall consider approval of the site plans with specific attention to the following:

- A. Compatibility with the city's comprehensive plan;
- B. Compliance with all applicable design and development standards contained in this title and other applicable regulations;
- C. Availability and accessibility of adequate public services such as roads, sanitary and storm sewer, and water to serve the site at the time development is to occur, unless otherwise provided for by the applicable regulations;
- D. Adequate provisions are made for other public and private services and utilities, parks and trails (e.g., provide copies of private covenant documents);
- E. Adequate provisions are made for maintenance of public utilities; and
- F. All relevant statutory codes, regulations, ordinances and compliance with the same. The review and decision of the city shall be in accordance with the provisions of CMC Chapter 18.55 Administration and Procedures.

(Ord. 2515 § 1 (Exh. A (part)), 2008: Ord. 2481 (Exh. A (part)), 2007: Ord. 2443 § 3 (Exh. A (part)), 2006)

(Ord. No. 2612, § I(Exh. A), 2-7-2011)

18.18.070 Improvements for residential development.

- A. Public. Prior to the issuance of a building permit for residential construction, all public improvements required to adequately service that portion of the plat for which the building permit will be issued shall be installed, or the developer shall provide financial surety acceptable to the city pursuant to CMC Section 17.21.050 Bonds and Other Financial Agreements.
- B. Private. Prior to issuance of final occupancy permits all public and private improvements shall be completed in accordance with CMC Section 17.21.070 Final Acceptance.

(Ord. 2515 § 1 (Exh. A (part)), 2008: Ord. 2481 § 2 (Exh. A (part)), 2007)

(Ord. No. 2612, § I(Exh. A), 2-7-2011)

18.18.080 Duration of approval.

Construction on the project must commence within twenty-four months from the date of final action by the city; otherwise, the approval of the project becomes null and void.

(Ord. 2515 § 1 (Exh. A (part)), 2008: Ord. 2481 (Exh. A (part)), 2007: Ord. 2443 § 3 (Exh. A (part)), 2006)

18.18.090 Amendments to a site plan.

- A. Minor site plan adjustments may be made and approved when a building permit is issued. Any such alteration must be approved by the community development director. Minor adjustments are those which may affect the precise dimensions or siting of building (i.e., lot coverage, height, setbacks) but which do not affect the basic character or arrangement and number of buildings approved in the plan, nor the density of the development or the amount and quality of open space and landscaping. Such dimensional adjustments shall not vary more than ten percent from the original, but shall not exceed the standards of the applicable district.
- B. Major amendments are Type II permit applications and are processed in accordance with CMC Chapter 18.55 Administration and Procedures. Major amendments are those that substantially change the character, basic design, density, open space or other requirements and conditions of the site plan. When a change constitutes a major amendment, no building or other permit shall be issued without prior review and approval by the city.

(Ord. 2515 § 1 (Exh. A (part)), 2008: Ord. 2481 (Exh. A (part)), 2007: Ord. 2443 § 3 (Exh. A (part)), 2006)

(Ord. No. 2612, § I(Exh. A), 2-7-2011)