Site Assessment and Planning Packet

Instructions for completing this packet:

- This packet is to be completed during preliminary site assessment and planning, and shall be submitted with the preliminary plan application
- See Appendix A for definitions of terms used in this packet
- See Volume II, Chapter 1 for submittal requirements

The Goals of this packet are to:

- Provide basic project information
- Document how the project proposes to minimize:
  - Impervious surfaces
  - Loss of native vegetation
  - Stormwater runoff
- Demonstrate how the project proposes to comply with Minimum Requirement #5 – On-site Stormwater Management

A PROJECT INFORMATION

Permit No. (provided by County) _____

Project Address or Project Boundaries: _____

Parcel No. _____

Project Type: ☐ Residential ☐ Commercial ☐ Industrial ☐ Public

Project is: ☐ New or redevelopment ☐ Remodel ☐ Retrofit ☐ Combination (describe below)

Project Description:

_____

_____

APPLICANT INFORMATION:

Company/Agency/Owner: _____

Contact Person: _____

Address: _____

_____

Phone: _____

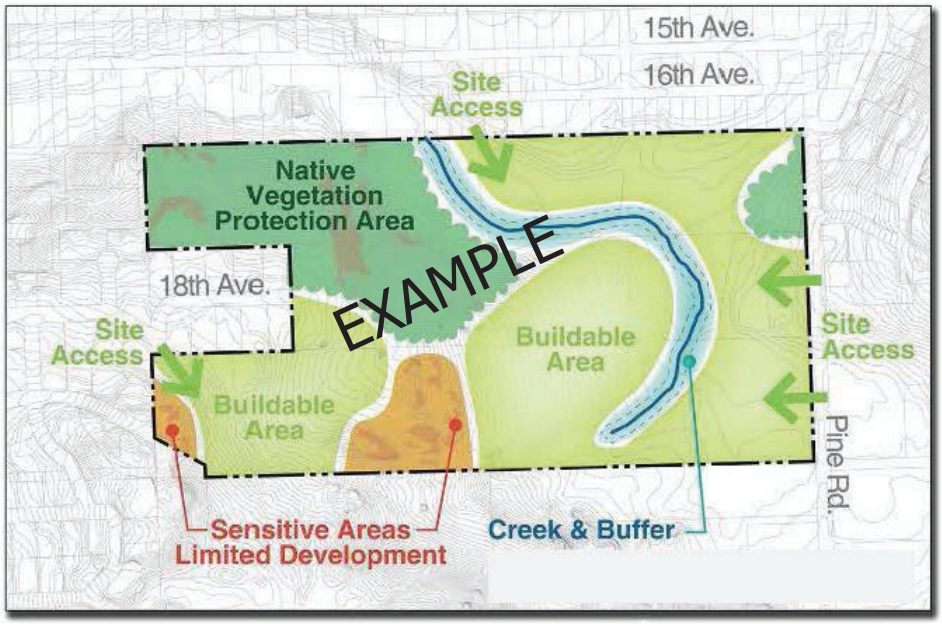
Email: _____

Signature: _____

Date: _____

B CREATE SITE COMPOSITE MAP

Develop a composite site map as you collect site information in Section C. See the example below. This map must be submitted as part of the completed packet, and will be used as a basis for the site design.



EXISTING SITE INVENTORY AND ANALYSIS CHECKLIST

Add items to map

Use this portion of the packet to document the site inventory and analysis. For additional information on each portion of the analysis, refer to Volume I, Chapter 2 in the Kitsap Stormwater Design Manual.

1. PROJECT BOUNDARIES AND STRUCTURES

☐ Identify/Delineate on map:

- ☐ Project site boundaries (limits of disturbance)
- ☐ Existing and proposed buildings
- ☐ Required infiltration setbacks (please describe) _____
- ☐ Location and extent of proposed foundations and footing drains

2. SOILS

- ☐ Characterize existing soil type(s): _____
- ☐ What is the depth to seasonal high groundwater (feet)? _____
- ☐ Is bedrock present? ☐ Yes ☐ No If yes, depth (feet): _____
- ☐ What is the long-term design native soil infiltration rate (inch/hour): _____
- ☐ Identify source(s) of information used: _____

3. CRITICAL AREAS

☐ Identify and map any Critical Areas located on the project site and within the project vicinity

See the County's Critical Areas Ordinance website for more information (http://www.kitsapgov.com/dcd/lu_env/cao/cao.htm)

- ☐ Streams: _____
- ☐ Wetlands: _____
- ☐ Floodplains: _____
- ☐ Riparian areas: _____
- ☐ Critical aquifer recharge areas: _____
- ☐ Geologically hazardous areas: _____
- ☐ Other: _____

4. DEWATERING

☐ Provide estimated groundwater dewatering flow rates during construction: _____

5. TOPOGRAPHY

- ☐ Describe site topography and slopes: _____
- ☐ Identify/Delineate on map:
  - ☐ Areas of flat (≤5%), moderate (5% - 15%), and steep (≥15%) slopes
  - ☐ Closed depressions

6. HYDROLOGIC PATTERNS & FEATURES

☐ Identify/Delineate on map:

- ☐ Sub-basin(s) or Threshold Discharge Area(s) (TDA)
- ☐ Existing drainage swales and ditches (please describe) _____
- ☐ Location(s) of any natural seeps or springs (please describe) _____
- ☐ Existing discharge location(s) from each sub-basin or TDA and overall project site: (please describe) _____
- ☐ Signs of existing erosion (please describe) _____
- ☐ Other: _____

7. VEGETATION

- ☐ Native vegetation type(s): _____
- ☐ Approximate tree canopy coverage (acres)[a]: _____
- ☐ Number of trees (greater than 4-inch diameter)[b]: _____
- ☐ Identify source(s) of information used: _____

Notes:

a Tree canopy area may be estimated from current aerial photographs and/or documented field observations. Mark on composite map and provide copy of source information

b Number of trees with diameter equal to or greater than 4 inches may be determined through existing survey or estimated based on documented field observations by a qualified individual.

8. LAND USE CONTROLS

- ☐ What is the project site zoning? _____
- ☐ Describe landscaping requirements: _____
- ☐ Describe parking requirements: _____
- ☐ Describe any applicable comprehensive plan designation, zoning classification, and/or overlay districts that may apply to the site: _____
- ☐ Does a Shoreline Master Program apply to the site? ❒ Yes ❒ No
  If yes, describe: _____
- ☐ Other: _____

9. ACCESS

☐ Identify/Delineate on map:

- ☐ Roads, driveways, and other points of ingress and egress within 50 feet of the project site
- ☐ Identify the street classification of the street that will provide access to the site, per the Kitsap County Road Standards: _____
- ☐ Identify frontage improvement requirements: _____
- ☐ Identify and Describe any other geometric design requirements that could impact the amount of impervious surface coverage on the site and the location of the access road/driveway: _____

10. UTILITY AVAILABILITY AND CONFLICTS

☐ Identify/Delineate on map:

- ☐ Existing utilities and easements present on and adjacent to the project site, including utility owner. Also note any utility or easement setback requirements that affect site planning: _____
- ☐ Existing utilities that may need to be moved and new utilities that may need to be extended to the site: _____

D EXISTING AND PROPOSED SITE LAND COVER AREAS

Fill in the table below to summarize existing and propose site land cover areas. If the project is implementing Threshold Discharge Areas (TDAs), complete one table for each TDA. The completed table will be used to assess the proposed plans for minimizing impervious areas, loss of vegetation, and stormwater runoff.

	Existing Condition	Proposed Condition
Vegetated Areas		
Tree canopy (acres)[a]		
Tree units (#)[a]		
Landscape area (acres)		
Total project site vegetated area (acres)		
Total project site vegetated area (%)		
Hard Surface Areas		
Hard surface (acres)		
Total project site impervious area (%)		
Change		
Increase/decrease in vegetated areas (acres)		
Increase/decrease in vegetated areas (%)		
Increase/decrease in hard surface areas (acres)		
Increase/decrease in hard surface areas (%)		

Notes:

a Copy values from Part C7 if not using TDAs

E POTENTIAL LID BMP MATRIX

For each LID BMP being evaluated, use the infeasibility criteria in Appendix H to determine whether the LID BMP is infeasible for your project.

Document the result of that evaluation here. If implementing TDAs, complete one matrix for each TDA.

	Feasibility/Infeasibility Evaluation			
	Feasible	Infeasible	Not Applicable	If infeasible, provide justification
Post-Construction Soil Quality and Depth				
Full Dispersion				
Bioretention				
Downspout Dispersion				
Perforated Stubout Connection				
Retain Existing Trees				
Permeable Pavement				
Sheet Flow Dispersion				
Concentrated Flow Dispersion				
Vegetated Roofs				
Minimal Excavation Foundations				
Rain Water Harvesting				
New Trees				