



SITE PLAN CHECKLIST

The following information is required to process your application. Your permit will be placed on hold until we receive a complete site plan. Please visit <https://www.co.benton.or.us/maps/page/gis-maps> to find our Benton County Zoning Map.

GENERAL INFORMATION	
<input type="checkbox"/> Owner's name and address	<input type="checkbox"/> North Arrow
<input type="checkbox"/> Map and Tax lot number and address of parcel (if addressed)	<input type="checkbox"/> Name of street/road and names of intersecting streets/roads
<input type="checkbox"/> Drawn to Scale (Example – Scale: 1" = 40')	<input type="checkbox"/> Driveway location, material, width and slope
<input type="checkbox"/> Lengths of all property lines	
SEPTIC TANK & DRAINFIELD, WELL/WATER SOURCE, and RELATED EASEMENTS	
<input type="checkbox"/> Location of septic tank and existing and replacement drainfield, or	<input type="checkbox"/> Location of well(s) (or water source) serving the property.
<input type="checkbox"/> Location of sewer line.	
<input type="checkbox"/> Distances of septic tank, drainfield, and replacement drainfield from structures and property lines.	<input type="checkbox"/> It is the owner/applicant's responsibility to show all easements on property and to comply with the provisions of the easement.
STRUCTURES	
<input type="checkbox"/> Show each structure on the property, and list:	
1. dimensions of each existing and proposed structure(s), including any proposed addition(s);	
2. label structures (dwelling, garage, barn, etc.); and	
3. "Existing" or "Proposed".	
<u>DISTANCE from proposed structure to...</u>	
<input type="checkbox"/> ...all property lines.	
<input type="checkbox"/> ...edge of road surface, and road right-of-way (property line).	<input type="checkbox"/> ...the septic system (tank, lines, and replacement area).
<input type="checkbox"/> ...other structures on the property and on adjacent property (if less than 50').	
FLOODPLAIN & WATER BODIES	
<input type="checkbox"/> Indicate floodplain and floodway areas on the property.	<input type="checkbox"/> Indicate all water bodies including creeks, rivers, ponds, lakes, and wetlands.
DRIVEWAY EASEMENTS	
<input type="checkbox"/> If driveway crosses another property, provide copy of the access easement.	<input type="checkbox"/> It is the owner/applicant's responsibility to show all easements on property and to comply with the provisions of the easement.

SAMPLE SITE PLAN

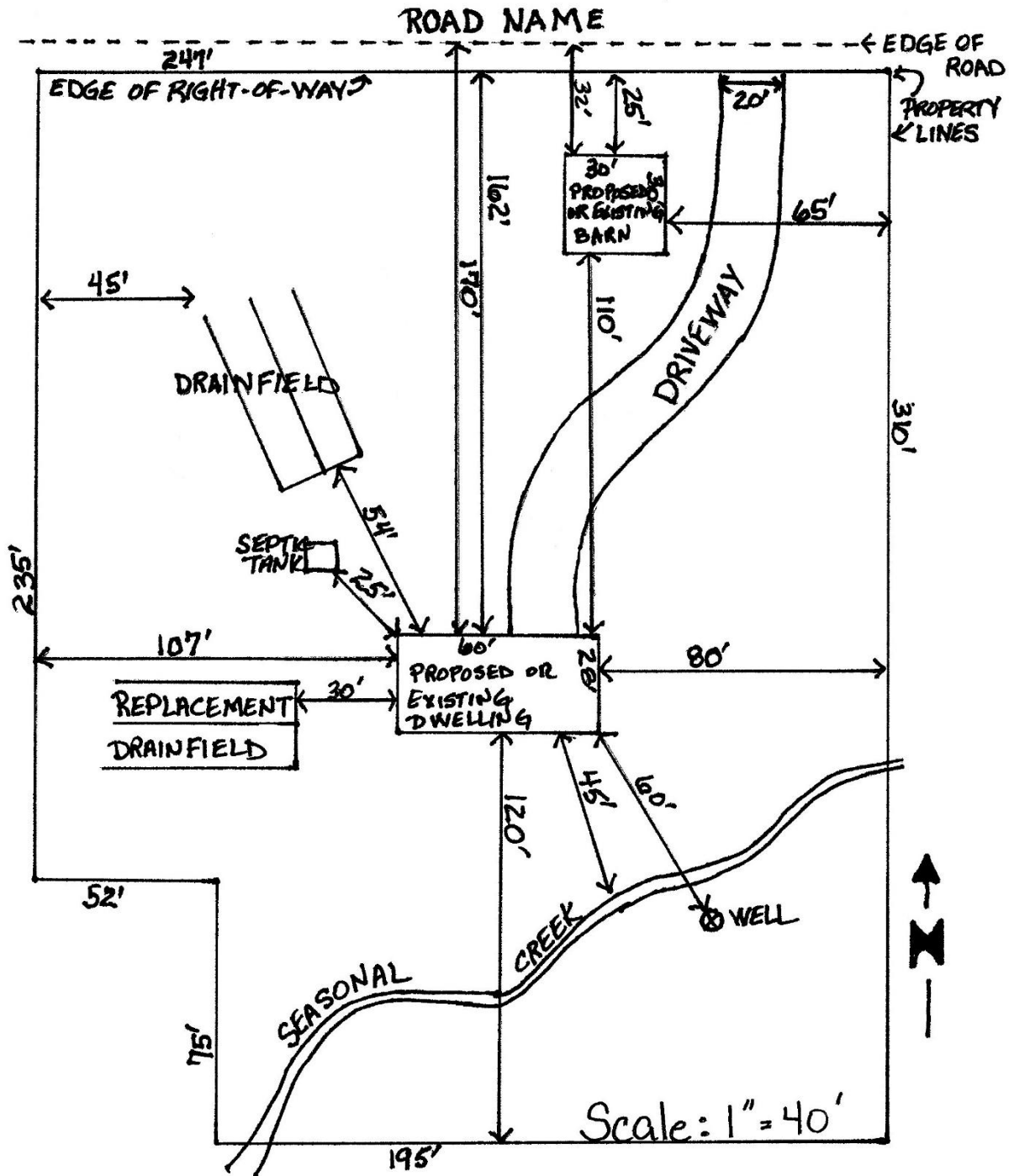
Name: _____

Site Address: _____

Address: _____

Township: _____ Range: _____ Section: _____

& Lot # _____



For the Benton County Zoning Map, please visit the Benton County website at www.co.benton.or.us and click on "Land & Roads", then "GIS Maps".

Tax lot boundaries, zoning, topography contours, natural features, floodplain, etc., are available.