



City of Stayton
Public Works Department
362 N. Third Ave.
Stayton, OR 97383

SITE DEVELOPMENT APPLICATION PERMIT CHECKLIST

Checklist of Items needed by Applicant at Application Submittal

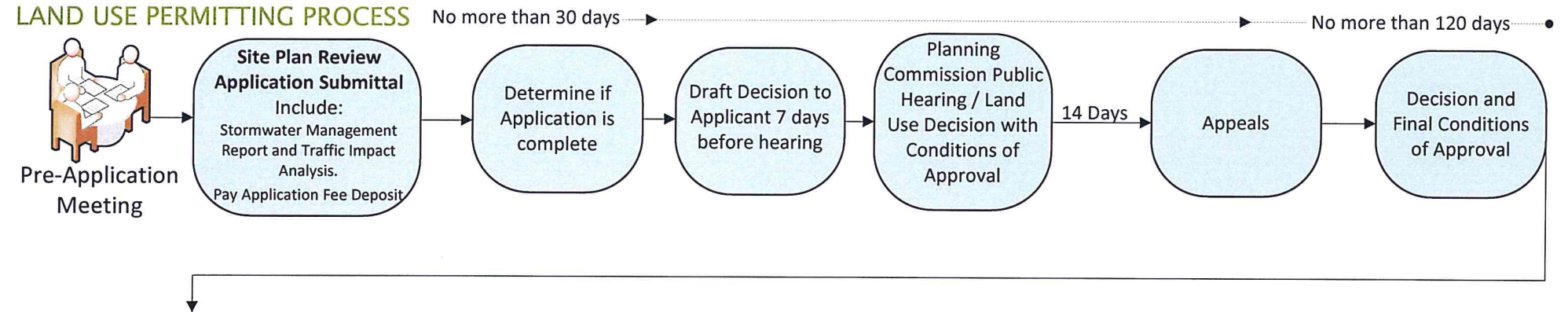
This checklist is a tool to assist applicants and to help the City to expedite permit applications. In addition it is intended that a complete review will be accomplished with the first submittal. An incomplete application will be returned without complete review being performed. This checklist review for a complete application does not fall under the same constraints as a land use application. Check off all items submitted on this checklist, return it attached to a dated Transmittal form or cover letter accompanying the submittal. Should any item not be needed or applicable to the project, then a brief statement of explanation needs to be written in the space below the item.

- Application signed by applicant/property owner
- Construction Plans (1 set of Plans to City until project is ready for Plan approval.)
- Storm Drainage Report (with PE stamp) (Formatted per Chapter 6 of the Public Works Design Standards.)
- Intersection Sight Distance Certification (if meeting public roadway) (Stamped by registered Civil Engineer or Land Surveyor.)
- Hydrant flow test report and water system analysis for the public water system
- Completed Certified Impervious Surface Area Inventory and Water Quality Facility Information Sheet (City Standard Form, stamped by an engineer, surveyor or architect).
- Developer –Engineer of Record Agreement; signed
- Stormwater Facilities Operation and Maintenance Agreement
- Geotechnical Investigation Report
- Traffic Study

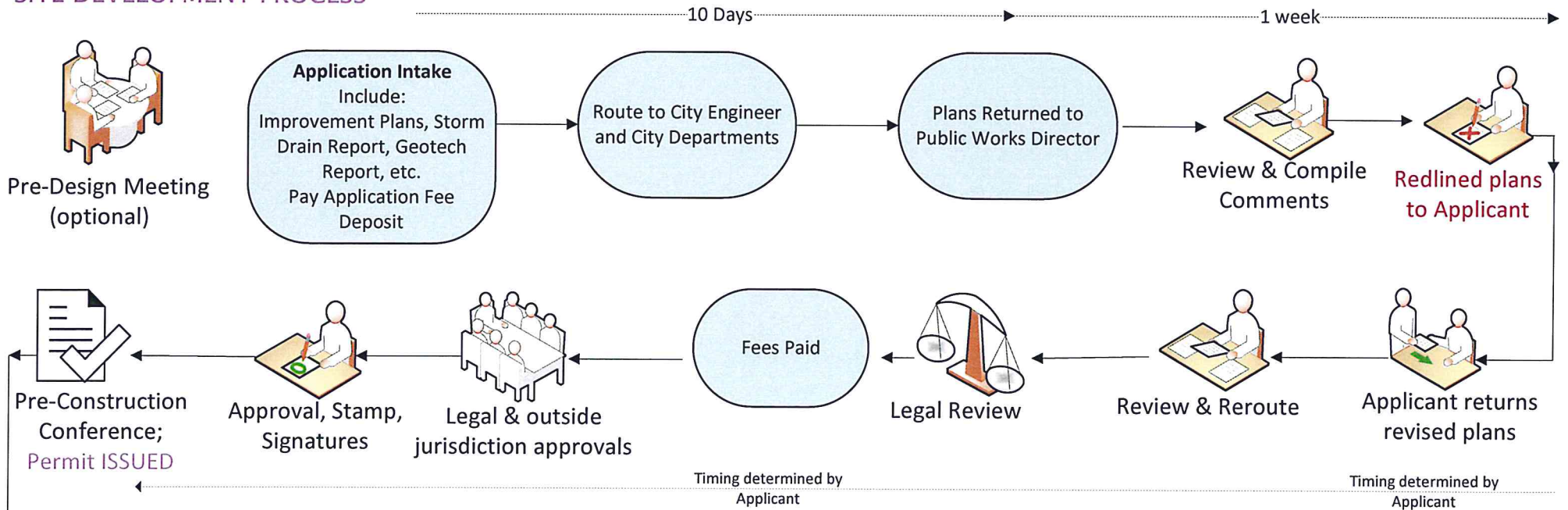
Submitted by: _____ Date: _____

SITE DEVELOPMENT AND RELATED PROCESSES

LAND USE PERMITTING PROCESS



SITE DEVELOPMENT PROCESS



CONSTRUCTION INSPECTION PROCESS

