



Manufactured Home Placement Application

City of Battle Ground
Community Development
109 SW 1st St, Suite 127
Battle Ground, WA 98604
Phone: (360) 342-5040 | www.cityofbg.org

DEPARTMENT USE ONLY

Date Received:

Permit #:

PLACEMENT LOCATION

Private Property

Mobile Home Park

Project Address or Tax ID:

Mobile Home Park Name (if applicable):

Lot #

PROPERTY OWNER

Name:

Address:

Phone:

Email:

APPLICANT

Name:

Address:

Phone:

Email:

CONTRACTOR

Business Name:

Address:

WA Contractor License:

Phone:

Email:

PLUMBING CONTRACTOR

Business Name:

Address:

WA Contractor License:

Phone:

Email:

REQUIRED SIGNATURES

I certify, under penalty of perjury, under the laws of the State of Washington, that the foregoing is true and correct. (RCW 9A.72.085). I/we agree that City of Battle Ground staff may enter upon the subject property at any reasonable time to consider the merits of the application, to take photographs and to post public notices.

By signing below, I certify that all work and equipment associated with this permit shall be in full compliance with the Washington State Energy Code.

Property Owner
Signature:

Date:

Applicant Signature:

Date:

Submittal Requirements, Mobile Home Park

- Permit Application
- Plot Plan showing all structures and property lines
- Exterior elevations
- Interior floor plans (including dimensions and room descriptions)
- Foundation Plans – select the appropriate option below and provide corresponding plans
 - Installed per manufacturer’s installation instructions
 - Engineered system – provide stamped copy
 - Installed per alternate provisions of ANSI a225.1 – provide one copy of details and tie downs.
- Decks, carports, storage sheds and garages – One set of complete building plans are required for any decking, carports, storage sheds or garage. A separate building permit along with additional fees will be required. Decks over 30 inches above-grade require a separate permit.
- Building plans and permits are not required for standard 3x3 foot landing if constructed in accordance with the attached typical detail.

Submittal Requirements, Private Property

- All previous requirements for Mobile Home Park placement listed above, plus:
- Exterior elevations showing perimeter enclosure, exterior siding commonly used on residential buildings and design standards of BGMC 17.106.040(b)
- Documents showing how compliance with current WSEC-R energy code is achieved (BGMC 17.135.102, #7.)
- Evidence homes are new per RCW82.45.032
- If critical areas are present, structure should be placed away from protected areas and buffer. For questions regarding critical areas, please contact:
planning@cityofbg.org

Design Standards

- Manufactured home shall consist of two fully enclosed parallel sections measuring at least 12’ wide by 36’ long

**CITY OF BATTLE GROUND
SOIL MANAGEMENT PLAN APPLICATION**

Subdivision Name: _____ **Lot Number:** _____

Note: The City of Battle Ground requires property owners to revegetate and amend property soils upon completion of their structure. This will be required before Occupancy can be achieved. Revegetation means there is sufficient grass growing on the site to prevent erosion and the establishment of noxious weeds.

Select one of the following options:

- ☐ **OPTION 1: If organic content of soils are proven to meet 5% organic matter, protect areas from compaction during construction and scarify turf and planting beds immediately surrounding the site and any disturbed areas prior to landscaping.**
- The builder will need to provide composition data for compost and/or soil mixes to the Engineering Department to acquire approval for this application.

- ☐ **OPTION 2: Amend existing site topsoil or subsoil.**

Scarification. Scarify or till subgrade to 9 inches depth (or to depth needed to achieve a total depth of 12 inches of un-compacted soil after calculated amount of amendment is added). Entire surface should be disturbed by scarification. Do not scarify within drip line of existing trees to be retained. Amend soil to meet required organic content.

A. Planting Beds

Place 3 inches of composted material and rototill into 5 inches of soil (a total amended depth of about 9.5 inches, for a settled depth of 8 inches). Rake beds to smooth and remove surface rocks larger than 2 inches diameter. Mulch planting beds with 2 inches of organic mulch.

B. Turf Areas

Place 1.75 inches of composted material and rototill into 6.25 inches of soil (a total amended depth of about 9.5 inches, for a settled depth of 8 inches). Water or roll to compact to 85% of maximum dry density. Rake to level, and remove surface woody debris and rocks larger than 1 inch diameter.

- ☐ **OPTION 3: Typically only applies to large lots not in an improved subdivision. Stockpile existing topsoil during grading. Replace it before planting.** Stockpiled topsoil must be amended to meet the organic matter or depth requirements.

Scarification. If placed topsoil plus compost or other organic material will amount to less than 12 inches: Scarify or till subgrade to depth needed to achieve 12 inches of loosened soil after topsoil and amendment are placed. Entire surface should be disturbed by scarification. Do not scarify within drip line of existing trees to be retained. Stockpile and cover soil with weed barrier material that sheds moisture yet allows air transmission, in

approved location, prior to grading. Replace stockpiled topsoil prior to planting. Amend if needed to meet required organic content.

A. Planting Beds

Place 3 inches of composted material and rototill into 5 inches of replaced soil (a total amended depth of about 9.5 inches, for a settled depth of 8 inches). Rake beds to smooth and remove surface rocks larger than 2 inches diameter. Mulch planting beds with 2 inches of organic mulch or stockpiled duff.

B. Turf Areas

Place 1.75 inches of composted material and rototill into 6.25 inches of replaced soil (a total amended depth of about 9.5 inches, for a settled depth of 8 inches). Water or roll to compact soil to 85% of maximum dry density. Rake to level, and remove surface rocks larger than 1 inch diameter.

- The builder will need to call for inspection when the existing topsoil is stockpiled.

☐ **OPTION 4: Import topsoil mix of sufficient organic content and depth to meet the requirements.**

Scarification. Scarify or till subgrade in two directions to 6 inches depth. Entire surface should be disturbed by scarification. Do not scarify within drip line of existing trees to be retained.

A. Planting Beds

Use imported topsoil mix containing 10% organic matter (typically around 40% compost). Soil portion must be sand or sandy loam as defined by the USDA.

Place 3 inches of imported topsoil mix on surface and till into 2 inches of soil.

Place second lift of 3 inches topsoil mix on surface. Rake beds to smooth, and remove surface rocks over 2 inches diameter. Mulch planting beds with 2 inches of organic mulch.

B. Turf Areas

Use imported topsoil mix containing 5% organic matter (typically around 25% compost). Soil portion must be sand or sandy loam as defined by the USDA.

- Place 3 inches of imported topsoil mix on surface and till into 2 inches of soil.
- Place second lift of 3 inches topsoil mix on surface. Water or roll to compact soil to 85% of maximum. Rake to level, and remove surface rocks larger than 1 inch diameter.

SIGNATURE

I certify that I will complete the soil management requirements as chosen above.

Applicant's Signature: _____ **Date:** _____



Stormwater Application

City of Battle Ground
Community Development
109 SW Street, Suite 127
Battle Ground, WA 98604
Phone: (360) 342-5046
Fax: (360) 342-5049

DEPARTMENT USE ONLY

Date Received:

Receipt #:

Project File #:

Fee:

PROJECT SITE LOCATION

Project Address:

Tax Assessor Serial Number:

APPLICANT INFORMATION

Name:

Date:

Phone Number:

Email:

PROJECT IMPACTS

Fill in the following table to summarize the site disturbance and new or replaced hard surfaces planned for the site. Definitions on page four.

	Description/Surface Type	Area (sf)*
A	Total Site Area (1acre = 43,560 sf) <i>Total size of the lot/property</i> <i>For example, 1/2 acre: multiply 0.5 x 43,560 = 21,780</i>	
B	New Hard Surface Area <i>(Hard surface areas to be created with the project, see definition of hard surface)</i> • Roof / Building • Driveways • Other (patios, hard courts)	
	Total	
C	Replaced Hard Surface Area <i>(See definition of replaced hard surface)</i> • Driveway • Other (patios, hard courts)	
	Total	
D	Total new and replaced hard surface area <i>(Add totals of lines B and C)</i>	
E	Native vegetation converted to pasture	
F	Vegetation (including pasture) converted to lawn/landscape	
G	Total area of land disturbing activity <i>(See definition of land disturbing activity)</i>	

Number of TDA's _____ (see the definition of TDA on page 4). If the site includes more than one Threshold Discharge Area (TDA), copy this sheet, fill out the table above for each TDA, and submit one sheet for each TDA. * A TDA is defined on page 4.

Submittal requirements

All applications and required materials must be submitted to the City of Battle Ground's Building/Planning Department.

- ☒ ***Indicate which of the three classifications below are applicable to this project.***
- ☐ **For projects on parcels in a recorded subdivision or short plat approved on or after January 1, 1994:** The drainage details from the approved subdivision engineering plans for your specific lot are required. Submit two clean, readable sets. These plans may be available on Maps Online at gis.clark.wa.gov/mapsonline

Note: Any deviation from the approved engineering plans may require a separate review with Public Works - Engineering.

- ☐ Page 1, 2, and 3 of this application form
- ☐ Subdivision Drainage Plan Sheet
- ☐ Stormwater Site Plan (include all items on page 3 if applicable)
- ☐ Erosion Control Site Plan – (this can be incorporated into the stormwater site plan if you chose)
- ☐ [Soil Management Application](#) - click for a downloadable copy
- ☐ **For minimum requirement #2 only: (projects with less than 2,000 sq ft of hard surface)**
- ☐ Page 1, 2, and 3 of this application form
- ☐ Stormwater Site Plan (include all items on page 3 if applicable)
- ☐ Erosion Control Site Plan - (this can be incorporated into the stormwater site plan if you chose)
- ☐ [MR#2 Small Project SWPPP](#) - click for a downloadable copy
- ☐ **For minimum requirements #1-5:**
(projects proposing to create or redevelop 2,000-5,000 sq ft of hard surface not in a recorded subdivision)
- ☐ Residential project
- ☐ Commercial project
- ☐ All pages of this application form
- ☐ Stormwater Site Plan
- ☐ Applicable reports and testing results
- ☐ [Small Project SWPPP](#) – click for a downloadable copy
- ☐ Erosion Control Site Plan – page 20 of the small project SWPPP listed above
- ☐ [Soil Management Application](#) – click for a downloadable copy
- ☐ **For all minimum requirements #1-9:** (for projects creating 5,000 sq ft or more of hard surface)
A Development Engineering Application is required. This project will need to be designed by an engineer licensed in the state of Washington.

Stormwater Site Plan Checklist

Show and label the following applicable details:

- ☐ North arrow
- ☐ Two (2) clean, readable site plans on 8.5 x 14 or 11 x 17. For properties one acre or less in size, site plan is required to be drawn to scale; for sites larger than one acre, a proportionate site plan is acceptable
- ☐ Contour lines at a minimum of 10' intervals for the entire parcel, include elevation at building and property corners (available through gis.clark.wa.gov/mapsonline)
- ☐ Existing, new, and replaced hard surfaces with dimensions, include all structures, driveways, and easements
- ☐ Proposed BMP locations and details (plan view and profile view, as applicable)
- ☐ Crawlspace Low Point Drain and Detail
- ☐ Drainage patterns, flow paths, and lengths for associated BMPs and natural runoff
- ☐ Dimensions of BMPs for infiltration/dispersion systems, rain gardens, and permeable Pavement
- ☐ Setback dimensions for all applicable BMPs from structures, property lines, easements, onsite septic systems, wells, slopes, and critical areas and associated buffers
- ☐ Limits of excavation and soil disturbance
- ☐ Boundaries of existing native landscape vs. new lawn and landscape/existing vegetation, fields, creeks, trees, etc.
- ☐ Show grades, dimensions, and direction of flow in all (existing and proposed) ditches, swales, culverts, and pipes

For all projects/permits that create ground disturbance, all sites shall have final stabilization of disturbed soils and a permanent vegetative cover established, or approved equivalent permanent stabilization measures, prior to final inspection approval.

Final stabilization for lawn areas shall include visible growth and full coverage of lawn areas.

Landscape areas and other hard surface areas shall be complete and fully cover all disturbed areas.

The undersigned hereby certifies that this application has been made with the consent of the lawful property owner(s) and that all information submitted with this application is complete and correct. False statements, errors, and/or omissions may be sufficient cause for denial or revocation of the permit.

Applicant Authorized Signature_____

Date_____

Definitions

Hard Surface – An impervious surface (see definition), a permeable pavement, or a vegetated roof.

Impervious Surface – A non-vegetated surface which either prevents or retards the entry of water into the soil below, causing water to run off the surface in greater quantities or at an increased rate compared to natural conditions prior to development. Common impervious surfaces include roofs, walkways, patios, driveways, parking lots, storage areas, gravel roads, and packed earthen materials.

Replaced Hard Surface – For structures, the removal and replacement of hard surfaces down to the foundation. For other hard surfaces, the removal down to bare soil or base course and replacement.

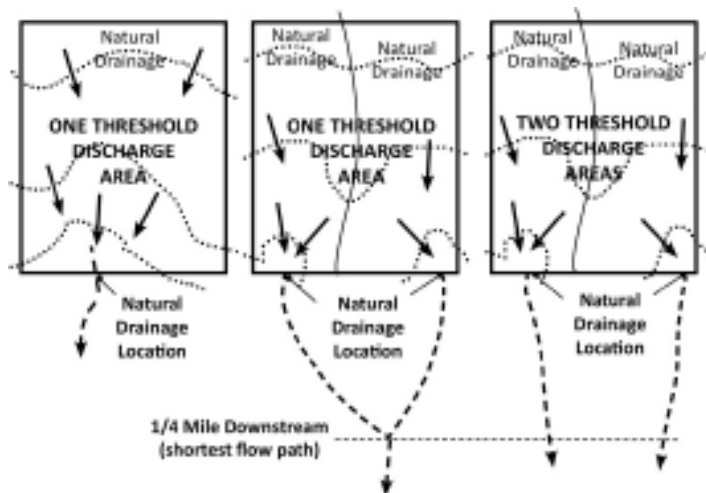
Pollution-generating Hard Surface (PGHS) – Hard surfaces that are significant source of pollutants in stormwater runoff, such as those subject to vehicular traffic and industrial activities. Surfaces include roads, driveways, parking areas, galvanized metal roofs, and areas that receive direct rainfall or run-on and which are used to store erodible stockpiles, wastes, or chemicals.

Converted Vegetation (areas) – Surfaces on a project site where native vegetation, pasture, scrub/shrub, or unmaintained non-native vegetation (e.g., Himalayan blackberry, scotch broom) are converted to lawn or landscaped areas, or where native vegetation is converted to pasture.

Land Disturbing Activity – Any activity that results in a change in the existing soil cover (both vegetated and non-vegetated) and/or the existing soil topography. Land disturbing activities include grading, filling, and excavation. Compaction associated with stabilization of structures and road construction shall also be considered a land disturbing activity. Landscape maintenance and gardening are not included.

Native Vegetation – Plants that are indigenous to the coastal Pacific Northwest and which naturally could have occurred on the site. Examples include Douglas Fir, Western Hemlock, Western Red Cedar, Alder, Big-leaf Maple, and Vine Maple; shrubs such as willow, elderberry, salmonberry and salal; and plants such as sword fern, foam flower, and fireweed.

Threshold Discharge Area – An on-site area draining to a single natural discharge location or multiple natural discharge locations that combine within one-quarter mile downstream (as determined by the shortest flow path), as shown in the illustration.



Project Thresholds

Projects triggering only Minimum Requirements #1-5 shall either:

1. Use On-site Stormwater Management BMPs from List #1 (see page 12) for all surfaces within each type of surface in List #1; or
2. Demonstrate compliance with the LID Performance Standard. Projects selecting this option cannot use Rain Gardens. They may choose to use Bioretention BMPs as described in Ecology's 2019 Stormwater Management Manual for Western Washington. Projects selecting this option must implement BMP T5.13, Post-Construction Soil Quality and Depth, if feasible. [2019 Stormwater Management Manual](#)

Minimum Requirements Discussion and Narrative for Projects Meeting MRs 1-5

The applicant must demonstrate how five minimum requirements will be met. Minimum Requirements describe the minimum stormwater controls and technical specifications for the site.

Generally, small projects must:

- Demonstrate how the minimum requirements will be met using the Stormwater Site Plan and other required submittals (Minimum Requirement #1).
- Control erosion and sedimentation during construction (Minimum Requirement #2).
- Prevent stormwater from coming into contact with pollutants (Minimum Requirement #3).
- Preserve the natural drainage patterns on the site (Minimum Requirement #4).
- Capture and control runoff from the site's new and replaced hard surfaces using practices such as rain gardens, dispersion, or infiltration trenches and drywells (Minimum Requirement #5).

Minimum Requirements are discussed below.

Minimum Requirement #1 — Preparation of a Stormwater Site Plan

All projects shall prepare and submit a Stormwater Site Plan (site plan) for review. The site plan will demonstrate how the project will comply with Battle Ground Municipal Code 18.250 control of stormwater. The site plan will be reviewed for compliance and to ensure that stormwater best management practices (BMPs) are correct. A Stormwater Site Plan shall display site-appropriate development principles to retain native vegetation and minimize impervious surfaces to the extent feasible.

Minimum Requirement #2 - Erosion and Sediment Control during Construction

All construction projects are responsible for preventing discharge of sediment and other pollutants from the site during construction. Instructions for documenting and complying with erosion and sediment control requirements are given in the Erosion Control Plan.

Minimum Requirement #3 — Source Control of Pollution

Development and redevelopment projects must use source control BMPs to prevent contamination of stormwater. Source control BMPs must be selected and designed in accordance with the Ecology's 2019 Stormwater Management Manual for Western Washington.

Commercial Site Activities

Check any activity that will take place on the site after construction.

- | | |
|--|---|
| ☐ Manufacturing | ☐ Service Business |
| ☐ Transportation and Communication Business | ☐ Public Agency |
| ☐ Retail and Wholesale Business | |

Documentation

Consult the 2019 Stormwater Management Manual for Western Washington and list all required BMPs to be installed to provide source control for activities checked above, or check ☐ N/A if no activities above are selected: _____

Show how any required structural source control BMPs on the site plan.

Minimum Requirement #4 — Preserve Natural Drainage Systems and Outfalls

Maintain natural and existing drainage patterns through the site and onto adjacent property as much as possible.

Minimum Requirement #5 - On-site Stormwater Management

Projects must use On-site Stormwater Management BMPs to disperse, infiltrate, and retain stormwater runoff from the site's roofs, driveways, parking areas, patios, and landscaped areas to the extent feasible without causing flooding or erosion impacts.

Description

Stormwater generated from hard surfaces on the site must be infiltrated or dispersed into vegetation on the using BMPs such as rain gardens, infiltration trenches and drywells, and dispersion.

Existing Conditions Summary

Describe the existing site conditions. If there are multiple choices, check all that apply.

1. Describe the existing site conditions.

- | | | |
|-----------------------------------|--------------------------------------|----------------------------------|
| ☐ Forest | ☐ Prairie | ☐ Pasture |
| ☐ Pavement | ☐ Landscaping | ☐ Brush |
| ☐ Trees | ☐ Other _____ | |

2. Describe how surface water (stormwater) drainage flows across/from the site.

- | | | |
|--------------------------------------|---|--------------------------------------|
| ☐ Overland | ☐ Gutter | ☐ Catch Basin |
| ☐ Ditch/Swale | ☐ Storm Sewer Pipe | ☐ Stream |
| ☐ Other _____ | | |

3. Describe, discuss and identify the following for the project site:

- Topography — is the site: ☐ Flat ☐ Rolling ☐ Steep
- Natural and man-made drainage patterns (which direction does stormwater flow and how):

- Are there any known historical drainage problems such as flooding, erosion, etc.)?

- Are sensitive and/or critical areas present on the site (check all that apply)?
This information may be found on Clark County Maps Online at www.clark.wa.gov.

- | | | |
|--|---|------------------------------------|
| ☐ Streams | ☐ Lakes/Ponds | ☐ Wetlands* |
| ☐ Steep Slopes/Geohazard* | ☐ Floodplain | ☐ Springs |
| ☐ Habitat* | ☐ Critical Aquifer Recharge Area | |

*

If the site is on a critical area, the city may require additional information, engineering, or other permits.

- Existing utilities
☐ Storm ☐ Water ☐ Sewer ☐ Other
- Are fuel tanks present on the site?
☐ Yes ☐ No
- Are groundwater wells present on the site and/or within 100 feet of the site?
☐ Yes ☐ No
- Are septic systems present on the site and/or within 100 feet of the site?
☐ Yes ☐ No
- Are there existing public and/or private easements on the project site?
☐ Yes ☐ No
 If Yes, provide Recording Number(s):

Adjacent Areas

Describe adjacent properties and roads. Attach a separate sheet, if necessary.

1. Check any adjacent areas that may be affected by site disturbance and describe below (check all that apply):

- | | | |
|---|--|------------------------------------|
| ☐ Streams* | ☐ Lakes | ☐ Wetlands* |
| ☐ Steep Slopes/Geohazards* | ☐ Residential Areas | ☐ Roads |
| ☐ Ditches, pipes, culverts | ☐ Other _____ | |

* If the site is adjacent to a critical area, the City of Battle Ground may require additional information, engineering, or other permits

2. Describe how and where surface water enters the site from upstream properties:

3. Describe how and where surface water exits the site and the downstream drainage, including flooding problems, if known:

Soils Assessment

A soils assessment is needed to determine the site suitability for stormwater infiltration features required by state law. The soils report is used to meet on-site stormwater management requirements.

For all sites, the Soils Assessment must include a soils description, infiltration rate testing, and a groundwater assessment.

Obtain a Soils Assessment of the site performed by a qualified professional. Ask the qualified professional to fill out items 1 – 3, below, and attach a written report to this form.

Qualified professionals include a certified soil scientist, professional engineer, geologist, hydrogeologist or engineering geologist registered in the State of Washington or suitably trained persons working under the supervision of the above professionals. A licensed on-site sewage designer can also be used in some instances.

1. Soil Description

A soil description is required for all sites (available through gis.clark.wa.gov/mapsonline).

- ☐ Soils on the site are described by a qualified professional
- ☐ A Soils Report is

attached Describe the soils

on the site:

2. Infiltration Rate Testing

- ☐ Infiltration rate testing conducted by a qualified professional in accordance with accepted infiltration test methods - [COBG Acceptable Infiltration Rate Test Methods](#)
- ☐ Infiltration testing method, logs, results, and rates are attached or described in the Soils Report.

List the infiltration rate(s) found at each BMP location on the site:

3. Groundwater Assessment

- ☐ Groundwater assessment conducted by a qualified professional
- ☐ Groundwater assessment attached or included with the Soils Report

Documentation

Go through the selection process described below. For each surface to be constructed as part of the project, fill in the first BMP that is feasible using the selection processes.

☐ Lawn and Landscape Area will be installed or re-graded.

☐ BMP T5.13 Post Construction Soil Quality and Depth will be used.

☐ Roofs will be constructed.

BMP Selected for Roofs: _____

☐ Other Hard Surfaces will be constructed (e.g. driveway, parking, patio, etc.).

BMP Selected for Other Hard Surfaces: _____

Selection

Project sites usually construct or create up to three types of surfaces that generate stormwater runoff—lawn and landscaped areas, roofs, and other hard surfaces (driveways, patios, parking, etc.).

For each surface constructed or created as part of the project, select a BMP from a prioritized list of required BMPs below. Select the first BMP in the list that is not infeasible. Only one BMP for each surface is required.

List #1 -

Lawn and Landscaped Areas

1. Post Construction Soil Quality and Depth BMP T5.13 is required for all lawn and landscaped areas created or re-graded as part of the project.

Roofs

Select the first BMP in the list that is not infeasible for each new roof on the site:

1. Full Dispersion BMP T5.30 or Downspout Full Infiltration BMP T5.10A and BMP T5.10B
2. Rain Garden in accordance with the “Rain Garden Handbook for Western Washington,” or Bioretention in accordance with Chapter 7 of Volume V of the SWMMWW
3. Downspout Dispersion BMP T5.10B
4. Perforated Stub-out Connection BMP T5.10C

Other Hard Surfaces

Select the first BMP in the list that is not infeasible for each new or replaced hard surface on the site:

1. Full Dispersion BMP T5.30
2. Either Rain Garden or Permeable Pavement BMP T5.15
3. Either Sheet Flow Dispersion BMP T5.12 or Concentrated Flow Dispersion BMP T5.11

Flow charts on the following pages illustrate the selection process.