

## **Preliminary Plat – Supplemental Application Pages** (Including Amendments to Preliminary Plats)

Note: If the proposed preliminary plat is associated with a fee simple unit lot subdivision, complete the supplemental application pages for fee simple unit lot subdivisions in lieu of these supplemental pages.

**SEPA Applicability:** Have you prepared and included with this application a completed SEPA checklist and applicable SEPA fees?

Yes       No\*

**Adjacency to State Right-of-way:** Is the proposed subdivision located adjacent to the right-of-way of a state highway?

Yes       No

(If yes, the City shall give written notice of the application, including a legal description of the subdivision and a location map, to the State Department of Transportation, per MTMC Section 17.03.030(B)(1)).

**Location within Designated Floodplain:** Is the proposed subdivision located in whole or in part within a designated floodplain?

Yes       No

(If yes, the City shall give written notice of the application, including a legal description of the subdivision and a location map, to the State Department of Ecology, per MTMC Section 17.03.030(B)(2)).

### **Title Report:**

Have you included with this application a title report dated by the title company within thirty (30) days of the date of submitting this application?

Yes       No\*

Does the title report confirm that the title of the lands as described and shown on the proposed plat are in the name of the applicant, or in the name of the owner whom the applicant represents?

Yes       No\*

### **Certificate of Consent and Dedication:**

Have you provided with this application a certificate of consent and dedication stating that the preliminary subdivision has been made with the free consent and in accordance with the desires of the owners?

Yes       No\*

If yes, has the certificate of consent and dedication been signed and acknowledged before a notary public by all parties having any interest in the lands subdivided?

Yes       No\*

The certificate of consent and dedication is provided (check one):

- On the face of the plat.
- On a separate written instrument.

Does the preliminary subdivision include any dedications of streets, roads or other areas to the public, religious societies or to any corporation, public or private?

Yes       No

If yes, is the dedication included and described in the Certificate of Consent and Dedication, and does it include a waiver of all claims for damages against any governmental authority which may be occasioned to the adjacent land by the established construction, drainage and maintenance of any road(s).

N/A       Yes       No\*

**Additional Required Submittals:** Please confirm that the following additional materials and information are included with this preliminary plat application:

**Existing Conditions Map:** One original and seven copies of an existing conditions map, drawn to a preferable scale of 1" = 20', but not less than one inch equal to 100 feet.

Yes       No\*

Does the existing conditions map include the following information?

1. The owners of adjacent land and the names of any adjacent subdivisions;  Yes  No\*
2. All environmentally sensitive areas and their buffers;  N/A  Yes  No\*
3. Topographic lines at two (2) foot intervals;  Yes  No\*
4. Approximate location and horizontal dimensions of existing buildings, structures, utilities, underground storage tanks, septic systems and associated drainfields, dimensions of all easements and/or streets within or adjoining the proposed plat, and applicable city or county file numbers;  Yes  No\*
5. Location of existing stormwater control/conveyance on or across the site;  Yes  No\*
6. Proposed lot lines, rights of way lines, easements (shown in relation to existing conditions).  Yes  No\*

**Preliminary Plat Map:** One original and seven copies of the preliminary plat map on one or more sheets of eighteen-inch by twenty-four inch paper<sup>1</sup>, of a preferable scale of 1" = 20', but not less than one inch equal to 100 feet.  Yes  No\*

Does the plat map include the following information?

1. An arrow indicating north;  Yes  No\*
2. The boundary lines of the tract to be platted and the interior lot lines, and relationship to adjacent properties. (Heavy line weight);  Yes  No\*
3. Length and bearing of the boundary lines and proposed lot lines, referenced to the Washington Coordinate System, WM Zone (medium line weight);  Yes  No\*
4. Descriptions of all proposed lots, boundaries and approximate dimensions, including square feet of lot area for all lots and parcels within the proposed subdivision, together with the numbers to be assigned to each block and lot;  Yes  No\*
5. Identification of the source of water supply for each lot, including water line and fire hydrant locations, generalized plans of proposed water distribution systems, storm sewers, sewerage systems and shoreline modifications, if any, including locations and sizing;  Yes  No\*
6. If the plat constitutes a re-plat, the lots, block, streets, etc., lines of the original plat are shown with dotted lines in their proper positions in relation to the new arrangement on the plat, the new plat being clearly shown in solid lines;  N/A  Yes  No\*
7. All environmentally sensitive areas, their buffers and minimum building setbacks (medium line weight);  N/A  Yes  No\*
8. Proposed final grading plan with topographical lines at two (2) foot intervals (fine line weight);  Yes  No\*
9. Location of monuments or evidence used as ties to establish the boundaries shall be shown (medium line weight);  Yes  No\*
10. Approximate location and horizontal dimensions of existing buildings, structures and improvements to be retained, utilities, underground storage tanks, dimensions of all easements and/or streets within or adjoining the plat (including dedications), and applicable city or county file numbers (fine line weight);  Yes  No\*

<sup>1</sup> A larger size sheet may be submitted in addition to the 18 X 24 sheet size to facilitate preliminary review, but the 18 X 24 size is required to show that required information can be legibly formatted and fitted to the sheet size required for recording.

- 11. Location of proposed stormwater control/conveyance on or across the site (medium line weight);  Yes  No\*
- 12. The location of the nearest public street and utilities (medium line weight);  Yes  No\*
- 13. The number assigned to each lot (heavy line weight);  Yes  No\*
- 14. The boundaries of all lands reserved in the deed for common use of the property owners of the preliminary subdivision (heavy line weight);  N/A  Yes  No\*
- 15. A certification by the land surveyor stating that all surveying and platting requirements of MTMC Section 17.04.040(E) have been complied with.  Yes  No\*

**Corner Staking & Survey:** Has a registered land surveyor staked the corners of the original (parent) parcel on the ground, and does the submitted proposed plat reflect those corner markers?  Yes  No\*

**Phasing:** Will the plat be developed in phases?  Yes  No

(If yes, a Development Agreement will be required pursuant to MTMC Section 17.04.040(G), and a Phasing Plan must be submitted with this application pursuant to Section 17.04.040(H).)

Has a phasing plan been submitted with this application?  N/A  Yes  No

**Model Homes:** Do you intend to build model homes as part of this preliminary plat development prior to recording of the final plat?  Yes  No

(If yes, then up to two model homes may be constructed prior to final plat approval, provided that a concurrent application for a short plat is submitted with this application. See MTMC Section 17.04.050(10).)

**Applicant's Signature:** I certify to the best of my knowledge that the information provided on these supplemental application pages is true and correct.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Note: All fields must be completed, including blank lines and check boxes. Any check box marked "no" that is demarcated by an asterisk could result in the application being deemed incomplete.*