

Preliminary Submittal Requirements:

Review Date:

Tax Parcel:

Date Received:

File Number:

Date Project Completed

Planner

*Freeman Rezone 06-43
show existing structures
variance*

- Fee Collected
- Second page of application turned in (landowner contact info page)
- Address list of all landowners within 300' of the site's tax parcel
- Large Preliminary Plat Maps (bluelines)
- 8.5x11.5" Copy of plat map
- Certificate of Title
- Computer Closures
- Parcel History (required for CA & Ag 20) Date Requested: _____ Date Completed: _____

Subdivision conforms to the county comprehensive plan and all zoning regulations in effect at the time the preliminary plat is submitted.

- Located within Fire District # *2*
- Located within Irrigation District: *partitions in KRO* Letter sent to Irrigation District Date: _____
- School District: *Rittitas*
- UGA
- UGN

Critical Areas Check

Date _____ Planner Signature: _____

Zoning: ~~Ag 20~~ *Ag 3*
 Lot Size: *20 acres*
 Required Setbacks: F _____ S _____ R _____

Y N

- Does SEPA Apply to proposed use?(More than 8 lots or if required by a rezone)
- Variance Required?
- Conditional Use Permit Required?
- Within Shoreline? Shoreline Environment?
- Frequently Flooded Area? Panel#: 530095 0 Zone: _____
- Fish & Wildlife Conservation Area? Type of Habitat: _____ Water Type: _____
- Wetland? Buffer requirement: _____
- Geologic Hazard Areas:
 - Seismic
 - Landslide
 - Erosion
 - Mine
 - Steep Slope
- Aquifer Recharge Area: Does this involve Hazardous Materials? (If no, then project is exempt)
 - Hazardous Materials containment required if checked
- Airport Zone? Zone: _____
- Forest Service Roads? Road: _____
- BPA Easement Located on Property? Letter Sent to BPA Date: _____
- Additional Approvals Required? Type _____

CRITICAL AREA NOTES:

- Existing structures

Preliminary Plat Drawing Requirements:

General Information (KCC 16.12.020)

- Submitted on 18"x24" sheet
- Names of proposed subdivision, all sheets
- Location of subdivision by section, township, range, county, and state, all sheets
- Legal Description of Land contained within subdivision
- Name(s), and address of the owner(s), subdivider(s), surveyor, engineer, and date of survey
- Registered Land Surveyor: Name, address, phone and Seal of the registered land surveyor who made, or under whose supervision was made, a survey of the proposed plat (License still valid?)
- Scale (1"=200', or greater) , sheet one
- North Arrow, sheet one
- Date, sheet one
- Vicinity map showing the boundary lines of all adjacent subdivisions, roads, streets, rivers, streams, canals, or any other information that will assist the planning commission in considering the plat.
- Proposed platted boundary lines, lot and road dimensions, and gross acreage, sheet one.
- A statement regarding the contemplated sewage disposal, potable water supply, and drainage improvements for the proposed subdivision.
- Names and addresses of all abutting property owners.
- All access easements.
- All irrigation ditch easements or historical ditch locations. (Ord. 2005-31, 2005)
- Approval Blocks: To include County Engineer's (or Director of Public Works), CDS Director, Health Department, Auditor (including any recording information regarding restrictions, covenants, maintenance agreements, etc.), Treasurer's, *Assessor's only applies to Long Plats.*

Existing Conditions (KCC 16.12.030)

- Contour lines at intervals of one foot or less for slopes less than three percent, five feet for slopes three to thirty percent, and ten feet for slopes over thirty percent.
- Location, width and type of all roads, streets, alleys, easements, and rights-of-way on and adjacent to the proposed subdivision.
- Location of all existing ditches apparent or of record, marshes, areas subject to flooding, and the direction of flow of all water courses, as required by KCC 17A.05.015.
- Existing uses of the property, including the location and nature of all acreage, fences and/or other structures.
- Any additional information deemed necessary by Kittitas County.
- The total acreage and number of lots included within the subdivision shall be indicated on the face of the plat.

Other

- Review Final Plat Requirements Checklist to determine other requirements/conditions
- Wellhead protection areas (17A.08.020). ALL non-community wells must be placed a minimum of 50 feet from property lines.
- Right to Farm Ordinance applies to ALL permits on or within 1000' of land zoned Ag-3, Ag-20, Commercial Agriculture, or Forest and Range
- AIRPORT OVERLAY ZONE** Subdivision. When any division of land including short plats, plats, cluster subdivision, and planned unit developments, occur on any land within the airport overlay zoning district safety zones 1 through 6, a note located on the first page of the plat, shall be recorded with the county auditor as follows:
This property is located within the Airport Overlay Zoning District in which a variety of airport aviation activities occur. Such airport aviation activities may impact the use of your property.
- Does the parcel contain lands less than 3 acres? If so, include memo from Environmental Health regarding that current lot configurations are not guaranteed until septic and water approvals.
- By Kittitas County Ordinance, only sprinkler or drip irrigation is allowed for lots 3 acres or less in size.
- For Short Plats and Plats containing BPA easements, start requiring this plat note:**

Plat note: "Bonneville Power Administration (BPA) imposes certain conditions on the use of properties encumbered by high voltage transmission line right-of-ways. There can be no structures built on BPA right-of-ways. Proposed uses of the right-of-way must be reviewed, approved and permitted by BPA prior to installation. BPA Real Estate Field Services can be contacted at 1-800-836-6619."

The BPA layers are on the Critical Area, remember they have around a 100' – 200' easement around these wires. We will hopefully get this easement layer soon, but for now we have the line locations.

When BPA lines are identified in proximity to a proposed structure, a note on the critical area should inform the applicant and should include the phone number of the BPA real estate service member (Michelle Doiron, Realty Specialist 1800-836-6619). There is an application they have fill out for any work within a BPA easement they can get from her. So we won't hold up critical areas for this, but should make sure applicants are aware of the BPA issues on the property by putting clearly in the "note section" or any other way you can think of making sure applicants are aware of the possible easement issue.

NOTES:

- Review Final Plat Requirements Checklist to determine other requirements/conditions
- The Final plat shall be drawn on polyester film in a neat and legible manner.
- Drawn on 18" x 24" sized paper.
- The Perimeter of the subdivision shall be depicted with heavier lines than appear elsewhere on the plat.
- A Marginal line shall be drawn completely around each sheet, leaving an entirely blank margin on one inches on the sides.
- The scale shall be 1" = 200', or greater, unless otherwise approved by the director.
- All lettering shall be printed with permanent ink.
- Each sheet of the final plat shall contain the subdivisions name at the top of the sheet in large letters followed underneath with the section, township, range, county and state. The space for recording the receiving number is in the upper right hand corner, sheet numbers at the bottom of the sheets.
- It shall show all courses and distances necessary to re-stake any portion of said plat.
- Required monuments shall be shown together with a legend of monuments on the face of each plat sheet. (Ord. 2005-31, 2005)



SUNRISE

SUNSET

VANTAGE

CINDY

KR D