



- FINAL SHORT PLAT - SUPPLEMENTAL APPLICATION FORM

12835 Newcastle Way, Suite 200
Newcastle, WA 98056
Phone 425.649.4143 Fax 425.649.4363
www.newcastlewa.gov

OFFICE USE ONLY

Application No: LUP _____ Is a Master Land Use Application form attached? Yes No

If no, do not accept this form.

Name of Short Plat: _____

Attached Documents: Please confirm that the following documents are submitted with this application:

Final Plat of Survey Map: Yes No*

Conditions, Covenants and Conditions (CC&R's) N/A Yes No*

Title Report dated by title company within 30 days of submittal. Yes No*

Other (describe): _____

Consistency with Preliminary Plat. Does the final plat reflect the format, design and layout of the approved preliminary plat map? Yes No

If no, please describe all differences between the proposed final plat map and the approved preliminary plat map:

Installation of Improvements. Have all improvements as required by the preliminary short plat approval and by the Engineering Review Permit (ERP) been installed and inspected? Yes No*

Corner Staking & Survey: Has a registered land surveyor staked the corners of each proposed lot on the ground, and does the submitted proposed plat of survey reflect those corner markers? Yes No*

Confirmation of Ownership: Does the title report submitted with this application 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 short 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 short 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*

Final Plat Map (plat of survey): This application requires one black-line paper or velum original and seven copies of the final plat of survey, drawn on one or more sheets, drawn to a preferable scale of 1" = 20', but not less than one inch equal to 100 feet, on sheet size(s) of 18 inches by 24 inches with a one-half inch border on the top, bottom and right-hand margins and a two inch border on the left-hand or binding margin, with North indicated. Is the final plat of survey as described submitted with this application? Yes No*

Does the final plat of survey include the following information?

1. The boundary lines of the tract to be short platted and the proposed interior lot lines, and relationship to adjacent properties (heavy line weight); Yes No*
2. All bearings and dimensions along the lines of each lot together with any other data necessary for the location of any lot lines in the field, referenced to the Washington Coordinate System, WM Zone; (medium line weight); Yes No*
3. Location of monuments or evidence used as ties to establish the boundaries (medium line weight); Yes No*
4. The boundary and dimensions of the "original tract," including its bearings and length of all boundary lines, assessor's parcel number, section, township and range; Yes No*
5. Any necessary easements for improvements to be retained on the site including, but not limited to, structures, utilities, stormwater systems, and underground storage tanks (fine line weight); N/A Yes No*
6. Location and dimensions of all easements and/or streets (public and private) and identifying names of such, both within or adjoining the short plat, and applicable city or county file numbers (fine line weight); Yes No*

7. The width and location of access to all short-subdivided lots proposed (medium line weight); Yes No*
8. The number assigned to each lot (heavy line weight); Yes No*
9. The boundaries of all lands reserved in the deed for common use of the property owners of the short subdivision or dedicated to the public (heavy line weight); N/A Yes No*
10. A statement on the face of the short plat that land in a short subdivision may not be further divided in any manner within a period of five years without the filing of a final plat, except that when the short plat contains fewer than nine parcels, nothing in this section shall prevent the owner who filed the short plat from filing an alteration within the five year period to create up to a total of nine lots within the original short plat boundaries; Yes No*

Easements: Are there any easements on the plat? Yes No
 If yes, does the plat map include easement language in the form described in Appendix A of this application form? N/A Yes No*

Roads Dedicated to the Public: Are there any roads within the plat that will be dedicated to the public? Yes No
 If yes, does the plat map include the dedication certificate in the form described in Appendix A of this application form? N/A Yes No*

Other Certificates on Plat Map: Does the plat map include certificates for (a) the surveyor, (b) the City Engineer, (c) the City Finance Director, (d) the City Community & Economic Development Director, (e) the County Treasurer, and (f) the County Auditor, in the forms described in Appendix A of this application form? Yes No*

Applicant's Statement: I _____ (name) hereby affirm, under penalty of perjury, that I am the applicant of this proposal and that the property(ies) affected by this application, including any easements, is(are) under my exclusive ownership, or that this application has been submitted with the consent of all owners of the affected property(ies), including any easements. I further hereby affirm that the foregoing statements and answers are in all respects true and correct as to my understanding and belief as to those matters.

Signature: _____ Date: _____

Appendix A

Certificates, Dedication & Easements

(See RCW 58.17.160)

- 1. Dedication of Roads to Public:** Roads dedicated to the public must be clearly marked on the face of the plat. Any dedication, donation or grant as shown on the face of the plat shall be considered, to all intents and purposes, as a quitclaim deed to the said donee, grantee or grantees, for his, her or their use for the purpose intended by the grantors or donors. The following certificate shall be included on the face of the plat:

Know All Men by these Presents that we, the undersigned owners in the fee simple or contract purchaser and mortgage holder of the land hereby platted, hereby declare this plat and dedicate to the use of the public forever all streets and avenues shown thereon and use thereof for all public purposes not inconsistent with the use thereof for public highway purposes; also the right to make all necessary slopes for cuts and fills upon the lots and blocks shown on this plat in the original reasonable grading of the streets and avenues shown hereon. The undersigned owners hereby waive all claims for damages against any governmental authority which may be occasioned to the adjacent land by the established construction, drainage and maintenance of said road. This subdivision has been made with our free consent and in accordance with our desires.

IN WITNESS WHEREOF, we have hereunto set our hands and seals this ____ day of _____, 20____.

[Signature blocks and Notary Certificate to follow. The forms for notary certificates are set forth in RCW 42.44.100].

2. Surveyor's Certificate.

I hereby certify that the short plat for _____ is based upon a complete and actual survey and division of Section __, Township __, Range __, East W.M.; that the courses and distances are shown correctly thereon, that the monuments have been set and the lot and block corners staked correctly on the ground; that this is a true and correct representation of the lands actually surveyed and that I have fully complied with the provisions of the statutes and platting regulations.

Certificate: _____

Expiration: _____

Date: _____

3. City Engineer's Approval.

I hereby certify that this short plat is consistent with all applicable City improvement standards and requirements in force on the date of short plat approval. I have approved this short plat as to the layout of streets, alleys and other rights-of-way, design of bridges, sewage and water systems and other structures. Examined and approved by me this ____ day of _____, 20____.

City Engineer, City of Newcastle

4. Community Development Director's Approval.

This short plat complies with all requirements of Title 17 of the Newcastle Municipal Code and all required improvements associated with this short subdivision have been installed or otherwise secured through a bond or other security acceptable to the City. Examined and approved by me this ____ day of _____, 20____.

Community Development Director, City of Newcastle

5. County Finance Division Approval.

This is to certify that all taxes heretofore levied and which has become a lien upon the lands herein described, have been fully paid and discharged, and that there are no delinquent special assessments certified to this office for collection on any of the property herein containing streets, alleys, or for any other public use, according to the records of my office, up to and including the year ____.

Executed this ____ day of _____, 201__.

Authorized Representative Finance, King County

6. County Recorder.

Filed at the request of _____, this day of _____, _____ 20____, and recorded in Volume ____ of Plats, page(s) _____, Records of _____ County, Washington.

County Recorder, King County

7. Easements (Sample Utility Easement).

An easement is reserved for and granted to (the names of all the utilities, public and private, serving the area) and their respective successors and assigns under and upon the exterior ten (10) feet of front boundary lines of all lots and tracts, in which to install, lay, construct, renew, operate, maintain and remove utility systems, lines, fixtures and appurtenances attached thereto, for the purpose of providing utility services to the subdivision and other property, together with the right to enter upon the lots and tracts at all times for the purposes stated, with the understanding that any grantee shall be responsible for all unnecessary damage it causes to any real property owner in the subdivision by exercise of rights and privileges herein granted.