



City of Yakima

Final Long Plat

Application Packet

City of Yakima, Planning Division
129 North 2nd Street, 2nd Floor, Yakima, WA 98901
Phone#: (509) 575-6183 Email: ask.planning@yakimawa.gov

Check <https://www.yakimawa.gov/services/planning/land-use-application-forms/>
for the most current version of this application form.

LONG PLAT

A Long Plat is the division or re-division of land into ten or more (or division of property short platted in the last five years) lots, tracts, or parcels for the purpose of sale, lease, or transfer of ownership. The long platting procedure is also used for creation of fewer than ten additional lots where the subdivision does not meet the Short Plat or Exemption requirements.

Submit Your Application: Following preliminary long plat approval the applicant will have 5 years in which to comply with the conditions of approval and submit the final long plat. A completed application on forms provided by the Planning Division is required along with an Application Fee and a Final Plat Plan. A surveyor must prepare the Final Plat due to the level of detail required. Each final plat submitted for approval shall be accompanied by an original reproducible drawing of the subdivision, four copies thereof, a current title report prepared by a title company, the mylar, and proof that all conditions have been met, including a letter of completion from various interested governmental and quasi-governmental agencies. Once you have submitted an application, a Planner will be assigned to review and process your application.

Decision: The Subdivision Administrator will issue a decision for the final plat. Once the Subdivision Administrator approves the Final Plat, you may record the Final Plat with the Yakima County Auditor's Office, as long as property taxes are paid for the current year.

Appeal the Decision?: For Long Plat applications, the Administrative Official's decision is final unless appealed. The Subdivision Ordinance allows for appeals of the decision, which may include part or all of the written decision. Appeals of the Administrative Official's decision must be filed on forms provided by the City along with the appeal fee within 14 days of the date of mailing of the decision. If you are dissatisfied with the written decision, discuss your views with your Planner.



LAND USE APPLICATION

CITY OF YAKIMA, DEPARTMENT OF COMMUNITY DEVELOPMENT
129 NORTH SECOND STREET, 2ND FLOOR, YAKIMA, WA 98901
PHONE: (509) 575-6183 EMAIL: ask.planning@yakimawa.gov

INSTRUCTIONS – PLEASE READ FIRST Please type or print your answers clearly.

Answer all questions completely. If you have any questions about this form or the application process, please ask a Planner. Remember to bring all necessary attachments and the required filing fee when the application is submitted. The Planning Division cannot accept an application unless it is complete and the filing fee paid. Filing fees are not refundable.
 This application consists of four parts. PART I - GENERAL INFORMATION AND PART IV – CERTIFICATION are on this page. PART II and III contain additional information specific to your proposal and MUST be attached to this page to complete the application.

PART I – GENERAL INFORMATION

1. Applicant's Information:	Name:					
	Mailing Address:					
	City:	St:	Zip:	Phone:	()	
	E-Mail:					
2. Applicant's Interest in Property:	Check One:	<input type="checkbox"/> Owner	<input type="checkbox"/> Agent	<input type="checkbox"/> Purchaser	<input type="checkbox"/> Other _____	
3. Property Owner's Information (If other than Applicant):	Name:					
	Mailing Address:					
	City:	St:	Zip:	Phone:	()	
	E-Mail:					
4. Subject Property's Assessor's Parcel Number(s):						
5. Legal Description of Property. (if lengthy, please attach it on a separate document)						
6. Property Address:						
7. Property's Existing Zoning:						
<input type="checkbox"/> SR <input type="checkbox"/> R-1 <input type="checkbox"/> R-2 <input type="checkbox"/> R-3 <input type="checkbox"/> B-1 <input type="checkbox"/> B-2 <input type="checkbox"/> HB <input type="checkbox"/> SCC <input type="checkbox"/> LCC <input type="checkbox"/> CBD <input type="checkbox"/> GC <input type="checkbox"/> AS <input type="checkbox"/> RD <input type="checkbox"/> M-1 <input type="checkbox"/> M-2						
8. Type Of Application: (Check All That Apply)						
<input type="checkbox"/> Final Long Plat <input type="checkbox"/> Environmental Checklist (SEPA Review) <input type="checkbox"/> Other: _____						

PART II – SUPPLEMENTAL APPLICATION & PART III – REQUIRED ATTACHMENTS

SEE ATTACHED SHEETS

PART IV – CERTIFICATION

I certify that the information on this application and the required attachments are true and correct to the best of my knowledge.

Property Owner's Signature _____
Date

Applicant's Signature _____
Date

FILE/APPLICATION(S)#

DATE FEE PAID:	RECEIVED BY:	AMOUNT PAID:	RECEIPT NO:



Supplemental Application For:
FINAL LONG PLAT
 CITY OF YAKIMA, SUBDIVISION ORDINANCE, TITLE 14

PART II - APPLICATION INFORMATION

1. PROPERTY OWNERS (attach if long): List all parties and financial institutions having an interest in the property.

2. SURVEYOR AND/OR CONTACT PERSON WITH THEIR CONTACT INFORMATION:

3. NAME OF SUBDIVISION:

4. NUMBER OF LOTS AND THE RANGE OF LOT SIZES:

5. SITE FEATURES:

A. General Description: Flat Gentle Slopes Steepened Slopes

B. Describe any indication of hazards associated with unstable soils in the area, i.e. slides or slipping:

C. Is the property in a 100-Year Floodplain or other critical area as mapped by any local, state, or national maps or as defined by the Washington State Growth Management Act or the Yakima Municipal Code?

6. UTILITY AND SERVICES: (Check all that are available)

Electricity Telephone Natural Gas Sewer Cable TV Water _____ Irrigation _____

7. OTHER INFORMATION:

A. Distance to Closest Fire Hydrant:

B. Distance to Nearest School (and name of school):

C. Distance to Nearest Park (and name of park):

D. Method of Handling Stormwater Drainage:

E. Type of Potential Uses: (check all that apply)

Single-Family Dwellings Two-Family Dwellings Multi-Family Dwellings Commercial Industrial

PART III - REQUIRED ATTACHMENTS

1. FINAL PLAT (Please use the attached City of Yakima Final Plat Checklist)

2. CURRENT TITLE REPORT

3. PROOF THAT ALL CONDITIONS HAVE BEEN MET (Including letter of completion from interested governmental & quasi-governmental agencies)

I hereby authorize the submittal of the final plat application to the City of Yakima for review and acknowledge that in accordance with YMC 14.20.230, no building permits shall be issued for the newly recorded lots until a copy of the final recorded long plat is submitted to the City of Yakima Planning Division.

Property Owner's Signature (required)

Date

Applicant's Signature (required)

Date

FINAL PLAT CHECKLIST

Please complete this checklist and include it with your final plat. Final plats shall be prepared by a land surveyor registered in the state of Washington and certified by the surveyor to be a true and correct representation of lands actually surveyed by him.

<input type="checkbox"/>	The final plat shall be on a sheet that is at least 18 x 24 inches in size and must be reproducible.
<input type="checkbox"/>	The final plat shall be drawn at a scale of one inch equals one hundred feet or larger; scale shall be noted on the plat.
<input type="checkbox"/>	Date prepared.
<input type="checkbox"/>	North arrow.
<input type="checkbox"/>	Name of the subdivision.
<input type="checkbox"/>	Accurate and complete legal description of the subdivision.
<input type="checkbox"/>	A complete survey of the section or sections in which the plat or replat is located, or as much thereof as may be necessary to properly orient the plat within such section or sections.
<input type="checkbox"/>	Boundary lines of the subdivision; of the proposed lots therein; of the rights-of-way for any streets, highways, roads, easements or other uses; and of any associated dedications; all to be indicated by accurate dimensions, bearing or deflection angles, and radii, arcs, and central angles of all curves.
<input type="checkbox"/>	Notation and description of any protective improvements or dedications required by the city council or otherwise provided.
<input type="checkbox"/>	Reference to any recorded subdivision or short subdivision adjoining the subdivision.
<input type="checkbox"/>	Name and right-of-way width of each street or other right-of-way.
<input type="checkbox"/>	Location, dimensions, and purpose of any easements.
<input type="checkbox"/>	Number to identify each lot and block.
<input type="checkbox"/>	Addresses for each lot within the plat
<input type="checkbox"/>	Purpose for which sites, other than residential lots, are dedicated or reserved.
<input type="checkbox"/>	Certificate by the professional surveyor certifying to the accuracy of the survey and plat in substantially the form indicated in YMC 14.20.210 (M).
<input type="checkbox"/>	Acknowledged certificate of free consent executed by all parties having any interest in the lands being subdivided as shown by a current title report; and also, in the case of plats containing a dedication of roads, streets, or other areas, the dedication, waiver of claims for damages, and, if required, a waiver of direct access, all pursuant to RCW 58.17.165 and in a form substantially the same as specified by YMC 14.15.090(I).
<input type="checkbox"/>	If the subdivision lies wholly or in part in an irrigation district, a statement evidencing irrigation water right-of-way in substantially the form indicated in YMC 14.20.210 (O).
<input type="checkbox"/>	Dedication by the owner of streets, rights-of-way, easements, and any sites for private, semi-private, or public use.
<input type="checkbox"/>	The signature of the city engineer or other licensed engineer acting on behalf of the city. Signature by the city engineer shall certify that the subdivision applicant has either completed all improvements in accordance with these regulations and with the action of the city council, or submitted a bond or other method of security in accordance with the provisions of YMC 14.20.130 sufficient to assure completion of all required improvements.
<input type="checkbox"/>	A space for the signature of the administrator certifying that the final plat conforms to the conditions of approval for the preliminary plat.