



# City of Yakima

## **Amended Plat**

## **Application Packet**

### About this Application:

Used for alterations of short plats or long plats, or plat vacations. This application form is also used for the termination of a public utility or access easement which was created through the platting/subdivision process.

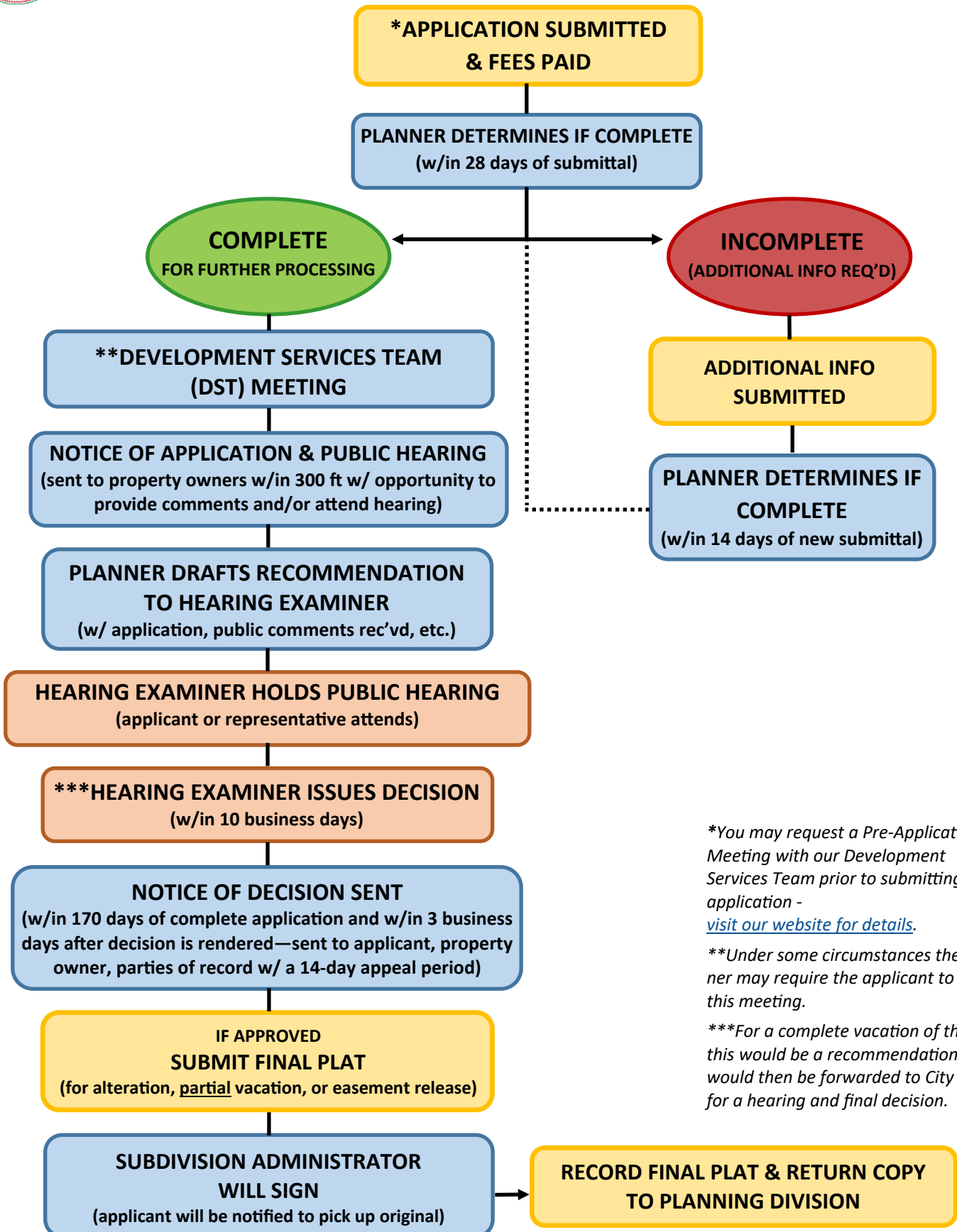
**City of Yakima, Planning Division**  
**129 North 2<sup>nd</sup> Street, 2<sup>nd</sup> Floor, Yakima, WA 98901**  
**Phone#: (509) 575-6183 Email: [ask.planning@yakimawa.gov](mailto:ask.planning@yakimawa.gov)**

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



## CITY OF YAKIMA PLANNING DIVISION

### LONG PLAT ALTERATION OR VACATION — Land Use Application Process ([YMC Ch. 14.20](#))

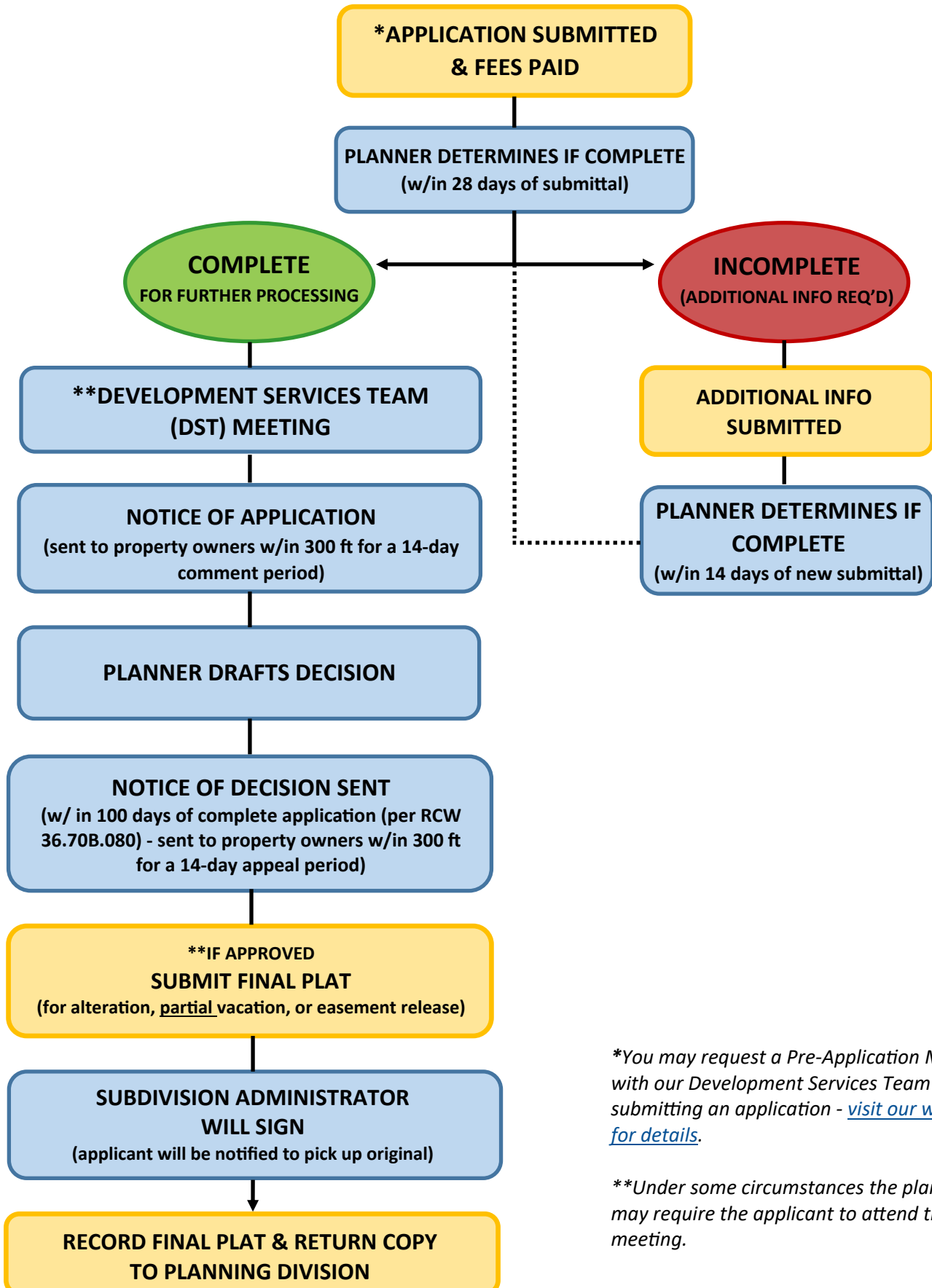


*\*You may request a Pre-Application Meeting with our Development Services Team prior to submitting an application - [visit our website for details.](#)*

*\*\*Under some circumstances the planner may require the applicant to attend this meeting.*

*\*\*\*For a complete vacation of the plat, this would be a recommendation which would then be forwarded to City Council for a hearing and final decision.*

NOTE: This chart shows the process of a typical Long Plat Alteration application and is for demonstration purposes only.



*\*You may request a Pre-Application Meeting with our Development Services Team prior to submitting an application - [visit our website for details](#).*

*\*\*Under some circumstances the planner may require the applicant to attend this meeting.*



## COMMUNITY DEVELOPMENT DEPARTMENT

### Planning Division

129 N. 2<sup>nd</sup> St., Yakima, WA 98901

Phone: (509) 575-6183 Email: [Ask.Planning@yakimawa.gov](mailto:Ask.Planning@yakimawa.gov)

## AMENDED PLAT

### LAND USE APPLICATION FORM ([YMC TITLE 14](#))

Please complete this page and the attached forms. If you have any questions about this form or the application process, please ask to speak with a planner. All necessary attachments and the filing fee are required upon submittal. Filing fees are non-refundable.

#### APPLICANT INFORMATION:

Name: \_\_\_\_\_ Company (if applicable): \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Interest in Property: ☐ Property Owner ☐ Agent ☐ Purchaser Other: \_\_\_\_\_

#### PROPERTY OWNER INFORMATION (check if same as applicant ☐)

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

#### SUBJECT PROPERTY INFORMATION

Address: \_\_\_\_\_

Parcel Number(s) (if lengthy, attach on separate document): \_\_\_\_\_

Legal Description (if lengthy, attach on separate document): \_\_\_\_\_

Current Zoning Designation:

☐ SR ☐ R-1 ☐ R-2 ☐ R-3 ☐ B-1 ☐ B-2 ☐ HB ☐ SCC ☐ LCC ☐ CBD ☐ GC ☐ AS ☐ RD ☐ M-1 ☐ M-2

#### CERTIFICATION

I certify that the information on this application and the required attachments are true and correct to the best of my knowledge, and I hereby authorize the submittal of the amended plat application to the City of Yakima for review. I understand that conditions of approval such as dedication of right-of-way, easements, restrictions on the type of buildings that may be constructed, and access restrictions from public roads may be imposed as a part of the amended plat approval and that failure to meet these conditions may result in denial of the amended plat.

\_\_\_\_\_  
Property Owner's Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

#### STAFF USE ONLY:

File/Application #: \_\_\_\_\_

Date Paid: \_\_\_\_\_ Received By: \_\_\_\_\_ Amount Paid: \_\_\_\_\_

Receipt No.: \_\_\_\_\_



.....**AMENDED hO u**  
**LAND USE APPLICATION FORM (CONT'D)**

**APPLICATION QUESTIONS:**

1. Describe the reason for the proposed plat alteration, vacation of plat or portion thereof, or plat easement release:
  
  
  
  
  
  
  
  
  
  
2. List all parties and financial institutions having an interest in the property (attach on separate document if lengthy):
  
  
  
  
  
  
  
  
  
  
3. Surveyor and/or Contact Person with their Contact Information:
  
  
  
  
  
  
  
  
  
  
3. Name of Subdivision:

**REQUIRED ATTACHMENTS:**

1. PROPOSED AMENDED PLAT meeting the requirements of the attached site plan checklist.
2. TRAFFIC CONCURRENCY REVIEW APPLICATION (may be required – see YMC Ch. 12.08, Traffic Capacity Test)
3. FOR PLAT EASEMENT RELEASE: a copy of the previously approved plat showing the proposed vacation of the easement.
3. FOR PLAT ALTERATIONS OR PLAT VACATION (OR PORTION THEREOF):
  - A. Signatures of the majority of those persons having an ownership interest of lots, tracts, parcels, sites or divisions in the subject subdivision or portion to be vacated or altered;
  - B. If the subdivision is subject to restrictive covenants filed at the time of the approval of the subdivision, and the application for plat vacation or alteration would result in the violation of a covenant, the application shall contain an agreement signed by all parties subject to the covenants providing that the parties agree to terminate or alter the relevant covenants to accomplish the purpose of the plat vacation or the alteration of the subdivision or portion thereof; and
  - C. A copy of the approved plat proposed to be vacated or altered, together with all plat amendments recorded since the date of the original approval.



# CITY OF YAKIMA SITE PLAN CHECKLIST

## For Subdivisions and Binding Site Plans



Preliminary Plats and Binding Site Plans shall include the items listed below.

- ☐ Property address, parcel number, and zoning designation;
- ☐ Legal description of the land;
- ☐ North arrow and scale of drawing;
- ☐ Name of applicant, phone number, and signature of property owner;
- ☐ Date the plat was prepared;
- ☐ The proposed name of the subdivision. This name shall not duplicate any name used on a recorded plat or subdivision in Yakima County, including the municipalities of Yakima County;
- ☐ Boundary lines based upon a recent land survey of the land proposed to be subdivided and boundary lines of all proposed lots and streets;
- ☐ All existing lots or parcels included in the proposed subdivision;
- ☐ Location and size of water and sewer lines, utility easements, and drainage system proposed to serve the lots within the proposed subdivision and their point(s) of connection with existing services.
- ☐ Location, size, purpose, and nature of existing roads, streets, rights-of-way, and easements adjacent to, or across, the land;
- ☐ Location of any streets, rights-of-way, or easements proposed to serve the lots within the proposed subdivision with a clear designation of their size, purpose, and nature;
- ☐ Parcels of land intended or required to be dedicated for streets or other public purposes; and
- ☐ Contour lines at two-foot elevation intervals for slopes less than ten percent and five-foot elevation intervals for slopes more than ten percent. Elevations shall be based upon city of Yakima datum if available.

**A site plan for development in the floodplain overlay shall also include the following information:**

- ☐ Size and location of floodplain and floodway on the lot;
- ☐ Elevation in relation to the one-hundred-year flood level of the lowest floor (including basement) of all structures;
- ☐ Elevation in relation to mean sea level of any structure that has been floodproofed;
- ☐ Certification by a registered professional engineer or architect that established floodproofing standards have been met;
- ☐ Description of the extent to which any watercourse will be altered or relocated as a result of the proposed development; and
- ☐ Any other site plan requirements identified in [YMC Ch. 15.27](#) Part Four.

*Additional information may be requested. Projects requiring work in the public right-of-way or involving city water main lines or sewer main lines will be required to submit civil plans to the Engineering Division for review.*