PRELIMINARY PLAT SUBMITTAL CHECKLIST

☐ Application Fee
☐ Master Application Form (original + 10 copies)
☐ Legal Description (original)
☐ Vicinity Map (original)
☐ Title Report (2 copies)
☐ Environmental Checklist (SEPA) – original + 10 copies
☐ Landscape Plan (5 copies)
☐ Traffic Study (3 copies)
☐ Critical Areas Report (3 copies)
☐ Wetland Mitigation Plan (3 copies)
☐ Preliminary Drainage Report (3 copies)
☐ Traffic Mitigation Offers (City/WSDOT) – original + 3 copies
☐ Adjacent Property Owners Form (property owners & site addresses within 300 feet or 500 feet when adjacent to natural resource lands) – original + map outlining properties
☐ Declaration of Ownership Form (original)
☐ Draft of proposed Covenants, if any (original)
☐ Ten copies plans – 22’’ X 34’’ or larger
☐ One digital copy of plans on CD
DRAWING REQUIREMENTS

Drawing shall be not less than 22” x 34” in size, drawn to a scale of 1’ = 50’ or larger.
Blueline or blackline prints and photo copies are acceptable.

☐ Title block centered at top of drawing that includes the following: Granite Falls; name of proposed subdivision; File No.; and Section, Township and Range.

☐ Sufficient description to define the location and boundaries, including bearing and distance, of the proposed subdivision.

☐ Name, address, phone number, seal and signature of the registered land surveyor who prepared the map.

☐ Date map was prepared or revised, north arrow, graphic scale, and legend, if necessary.

☐ Name, address, phone number, of the applicant and the engineer.

☐ Scaled vicinity map with north arrow, outlining and shading the subject property and showing and labeling all roads within ½ mile of the subject property.

☐ Site information: Site address; legal description; total site area (acres/square footage); existing zoning; proposed number of lots; proposed number of lots per acre; average lot size; smallest proposed lot; park area required; open space area required; road lineage; road area/percentage of plat; water supply/purveyor; sewage disposal/purveyor; school district; and fire district.

☐ Density calculations: Gross site area (square feet); net site area (square feet/ acres); net site area (square feet/ acres) multiplied by the number of allowable dwelling units/ acre; and maximum number of lots allowed.

☐ Lot Dimensions and numbers.

☐ Minimum building setback lines.

☐ Any existing property lines within or adjacent to the proposed subdivision and the names and mailing addresses of property owners and residents of adjacent properties within 200 feet.

☐ Contour lines at 5-foot elevation intervals or less (per GFC 19.5.050). All contour lines shall be extended into adjacent property a sufficient distance to show the topographical relationship of adjacent property to the proposed subdivision.
Location, name, and width of all existing and proposed street rights-of-way or easements within or adjacent to the proposed subdivision and pavement location of existing and proposed streets.

Location of existing and proposed utility lines, sewer lines, and water mains adjacent to or within the proposed subdivision.

Location of all existing structures and private or community wells within the proposed subdivision and within 100 feet of the proposed subdivision.

Public areas to be owned in common by the lot owners, if any.

Location of tree-covered areas and location of individual trees or groups of trees over 8 inches in diameter.

Preliminary grading and reclamation plan.

Preliminary (conceptual) drainage plan showing existing and proposed drainage facilities for the site and adjacent areas.

Location of known or suspected soil or geological hazard areas, water bodies, creeks, wetlands, and areas subject to flooding.

Other information that may be required by the Designated Official in order to properly review the proposed subdivision, including information required to determine the environmental impacts.