

LAND DIVISION APPLICATIONS Required Submittal Items Matrix

The below matrix lists submittal items that are required as part of a complete application.
Not every project will require every specified item

Required Submittal Item	Project Types											
	Preliminary Plat	Preliminary Plat Amendment	Final Plat	Plat Alteration	Short Plat	Short Plat Amendment	Unit Lot Subdivision	Boundary Line Adjustment	Binding Site Plan	Binding Site Plan Amendment	Planned Development District	Cottage Housing
Master Land Use Application	X	X	X	X	X	X	X	X	X	X	X	X
Affidavit/Owner of Public Posting	X	X		X	X	X	X		X	X	X	X
Site Survey/Plan	X	X	X	X	X	X	X	X	X	X	X	X
Title Report (Current within 30 days of submittal)	X	X	X	X	X	X	X	X	X	X	X	X
Response to Required Findings for Preliminary Plats- Worksheet	X						X					
Response to Required Findings for Short Plats- Worksheet					X		X					
Response to Required Findings for Planned Development Districts- Worksheet # X											X	
Supporting documentation of filing with PC Assessor PC Sewer TPCHD (if on septic) ¹	X	X		X	X		X	X				X
Water Availability Approval Letter	X				X		X					
Statement of Approval per RCW 58.17.215		X		X								
Plat Certificate			X									
Lot Closure Calculations			X									
Copy of Restrictive Plat Covenants, if Applicable.		X	X									
Declaration of Covenants, Conditions and Restrictions									X	X	X	
Elevation Drawings											X	X
Detailed Narrative Demonstrating Compliance With 18A.30.540.C.1											X	
SEPA Checklist*											X	
Technical Reports*												

¹ Supporting documentation may include receipt of application or written approval(s).
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* If SEPA Review is required for your proposal, the SEPA Checklist may be a supplemental submittal document with your application.

* Depending on the proposed project, other technical reports may need to be provided. These include but are not limited to: Biological Assessment, Habitat Management Plan, Hydrogeological Report, Shoreline/Wetland/Stream Habitat Report, Wetland Delineation Report, Noise Study, Traffic Study Geotechnical Report, Hydrologic and/or Hydraulic Analyses, Hydrogeological Assessment, Tree preservation plan.