



SHORT PLAN SUBMITTAL CHECKLIST

Town of Darrington · 1005 Cascade St. · PO Box 397 · Darrington, WA 98241 · Phone: (360)436-1131 · Fax: (360)436-0221

- Application Fee of \$500 + \$100/unit fee
- Original completed Land Use Permit Application form, with notarized owner signature(s)
- A complete SEPA Checklist Application (if required) and \$250 fee
- Other applicable land use applications: _____

Please submit all document to Darrington Town Hall 1005 Cascade St. Darrington, WA 98241

STAFF USE ONLY

Date Received: _____ By: _____



SHORT PLAT PLAN REQUIREMENTS

Town of Darrington · 1005 Cascade St. · PO Box 397 · Darrington, WA 98241 · Phone: (360)436-1131 · Fax: (360)436-0221

- A vicinity map showing location of the site
- Survey Map with original surveyor's stamp (12 copies)

Must be a scaled drawing on paper no smaller than 8 ½ "x 14" and should include the following elements:

- Existing lot lines (dashed lines) including
 - Dimensions and bearings of all existing lot lines and identification of existing property corners
 - Existing structures with addresses
 - Existing lot numbers or letters (e.g. Lot A or Lot 1)
- ❖ Proposed lot lines (solid lines) including:
 - Dimensions and bearings of all proposed lot lines and identification of proposed property corners
 - Proposed lot numbers or letters (e.g. Lot A or Lot 1)
- ❖ Total lot or parcel sizes in square feet
- ❖ Mean lot width of all lots
- ❖ Dimensions of existing and proposed utilities. Utility information to also include:
 - Location, size and material of utility pipes for sewer systems and location of drain field and septic systems.
 - For drainage systems show how water is to be retained on site or detained/conveyed off-site (wet ponds/detention facilities/percolation pits, swales and pipes).
 - Invert elevation of pipe(s) at proposed connection point(s) to downstream facilities
- ❖ Existing and proposed utilities easements. Clearly identify what is proposed and what is existing. Provide documentation of existing easements.
- ❖ Elevation Certificate for each proposed structure.
- ❖ Width and names of existing adjacent public rights-of-way.
- ❖ Existing and proposed access roads, access driveways, planting strips, including locations, grades(slopes), widths and lengths. Also, include turnarounds or hammerheads (where necessary) serving the subdivision. Clearly identify what is proposed and what is existing. Provide documentation for existing easements.
- ❖ Location of nearest fire hydrants (with water district identification numbers shown), distance to property and any Proposed hydrants or sprinkling needed for adequate fire protection.
- ❖ Existing trees over 4" in diameter by species.

SHORT PLAT PLAN REQUIREMENTS CONTINUED

OTHER REQUIREMENTS:

- ❖ Legal Descriptions (for all existing and proposed lots) with original surveyor's stamp (4 copies)
- ❖ Affidavit of Ownership
- ❖ Title report dated within 30 days
- ❖ Certificate of Water Availability from the Town of Darrington Public Works
- ❖ Copy of maintenance agreement for common utilities and access (*if privately owned*)
- ❖ Topographical plan showing existing and proposed contours at 2' intervals for sensitive areas and their buffers
- ❖ Any sensitive area studies required
- ❖ Proof that the original lot(s) are recognized as separate lots pursuant to the provisions of RCW Ch. 58.17.
- ❖ A list of any existing environmental documents known to the applicant that evaluate any aspect of the proposed project.
- ❖ A tree clearing plan (*if required*)
- ❖ Elevation benchmark if over five (5) acres or in a flood zone.
- ❖ Application for Mitigation Certificate
- ❖ Traffic count/study (*if required*)
- ❖ Wetland Delineation by Wetland Biologist



TOWN OF DARRINGTON

SHORT PLAT APPLICATION PACKET CONTENTS

Town of Darrington · 1005 Cascade St. PO Box 397 · Darrington, WA 98241 · Phone: (360)436-1131 · Fax: (360)436-0221

- Land Use Permit Application
- Short Plat Submittal Checklist
- Short Plat Plan Requirements
- Public Notice Materials Submittal Checklist