



## SHORT SUBDIVISION

### **SUBMITTAL CHECKLIST**

- \_\_\_ Application Fee of \$ 600.00 Plus \$ 100.00 per lot
- \_\_\_ Original completed Town of Darrington Short Subdivision Application Form, with notarized owner's signature
- \_\_\_ Certificate of water availability (if required)
- \_\_\_ Site percolation study approved by the Snohomish County Department of Health
- \_\_\_ Certification from the Snohomish County treasurer that all taxes and assessments for which the property may be liable have been paid, satisfied or discharged as of the date of certification
- \_\_\_ Two (2) copies of 18" x 24" site plans AND Two (2) copies of 18" x 24" site plans for site-specific building projects. Drawings must be folded and project name showing (See Shot Plat Site Plan Requirement)
- \_\_\_ Proof of legal ownership of lot or lots
- \_\_\_ Copy of maintenance agreement for common utilities and access (if required)
- \_\_\_ Proof that the lot or lots are recognized as separate lots
- \_\_\_ Legal description of the site
- \_\_\_ Any sensitive area studies (if required)
- \_\_\_ A completed environment checklist (if required)
- \_\_\_ A drainage/stormwater design plan (if required)
- \_\_\_ A tree clearing plan (if required)
- \_\_\_ Elevation benchmark if over five (5) acres or property is in a flood zone.
- \_\_\_ Wetland delineation by Wetland Biologist (if required)
- \_\_\_ Traffic count/study (if required)

\_\_\_\_ One (1) copy of written narrative describing the proposed action and purpose of the application

\_\_\_\_ Topography of property

\_\_\_\_ PDF of drawings emailed to [dianne.allen@darringtonwa.us](mailto:dianne.allen@darringtonwa.us) or supplied by disk/flash drive.

**Please submit all documents to Darrington Town Hall – 1005 Cascade Street,  
Darrington, WA 98241**