Preliminary Plat Application

Application Fee: $3850 plus $100 per lot, plus Hearing Examiner fees over 4 hours

<table>
<thead>
<tr>
<th># of Copies Required:</th>
<th>Description of Required Documents:</th>
<th>Required:</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Preliminary Plat Application Fee</td>
<td>A</td>
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<tr>
<td>1</td>
<td>Preliminary Plat Application</td>
<td>A</td>
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<td>1 per agency</td>
<td>Supporting documentation which demonstrates that your application has been filed for review with the following agencies: Pierce County Assessor, Pierce County Public Works (if on sewer), Tacoma-Pierce County Health Department</td>
<td>A</td>
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<tr>
<td>1</td>
<td>Applicant/Owner Affidavit of Posting*</td>
<td>A</td>
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<tr>
<td>1</td>
<td>Applicant’s Answers Addressing the Required Findings (See Preliminary Plat Application Form)</td>
<td>A</td>
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<tr>
<td>8</td>
<td>18” x 24” Copies of Proposed Preliminary Plat</td>
<td>A</td>
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<tr>
<td>2</td>
<td>Documentation necessary to verify legal lot status. Refer to LMC 18A.50.115.A.2. These documents may include recorded deeds, subdivision records, or recorded boundary line adjustments or possibly a chain of title report. **</td>
<td>A</td>
</tr>
<tr>
<td>3</td>
<td>Current Title Report (Issued within 30 Days of submittal)</td>
<td>A</td>
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<tr>
<td>1</td>
<td>SEPA Checklist, fee, and materials</td>
<td>A</td>
</tr>
<tr>
<td>1</td>
<td>Water Availability Approval Letter</td>
<td>A</td>
</tr>
<tr>
<td>2</td>
<td>11 x 17” Reduction of Plat</td>
<td>A</td>
</tr>
<tr>
<td>2</td>
<td>Tree Retention Plan (See CDD Handout #5)</td>
<td>M</td>
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</tbody>
</table>

A=Always required. M=May be required.

* PRIOR TO APPLICATION SUBMITTAL, the applicant will be required to post a notice board on the property. The notice board shall be a four foot by four foot (4’x4’) plywood generic notice board mounted and bolted onto at least two (2) four inch by four inch (4"x4") wood posts and placed securely in the ground. The notice board shall be placed by the applicant in a conspicuous location on the street frontage bordering the subject property.

**If you have any questions, please ask to speak with a planner.

Updated 7/31/08; bj
ADDRESS/LOCATION: __________________________________________________________

PROPOSED USE: ___________________________________________ ZONE: ____________

PIERCE COUNTY PARCEL NUMBER (S): ___________ ___________ ACRES: ____________

¼ Section___________ SECTION_______ TOWNSHIP_______ N RANGE_______ E

PROPOSED PROJECT DESCRIPTION/INTENT: __________________________________________

__________________________________

APPLICANT: (mandatory)
Name: _____________________________ Daytime Phone: ________________

Mailing Address: ____________________ Fax Number: __________________

City/State/Zip: ______________________ Professional License No: ________________

Signature: ____________________ Contact Person: ________________

AGENT/ CONSULTANT/ ATTORNEY: (mandatory if primary contact is different from applicant)
Name: _____________________________ Daytime Phone: ________________

Mailing Address: ____________________ Fax Number: __________________

City/State/Zip: ______________________ License No: ________________

PROPERTY OWNER 1: (mandatory if different from applicant)
Name: _____________________________ Daytime Phone: ________________

Mailing Address: ____________________ Fax Number: __________________

City/State/Zip: ______________________ Signature: ____________________

PROPERTY OWNER 2: (if more than two property owners attach additional info/signature sheets)
Name: _____________________________ Daytime Phone: ________________

Mailing Address: ____________________ Fax Number: __________________

City/State/Zip: ______________________ Signature: ____________________

The above signed property owners, certify that the above information is true and correct to the best of
our knowledge and under penalty of perjury, each state that we constitute all of the legal owners of the
property described above and designate the above parties to act as our agent with respect to this
application:

OFFICE USE ONLY:

DATE APPLICATION RECEIVED: ___________ RECEIVED BY: ______________________

DATE APPLICATION COMPLETE: ___________ COMPLETENESS REVIEW BY: ________________
THE APPLICANT MUST PROVIDE THE FOLLOWING INFORMATION WHEN SUBMITTING A PRELIMINARY PLAT APPLICATION:

A. The completed original application form and one (1) additional copy, making sure that all of the required signatures have been obtained.

B. Supporting documentation which demonstrates that your application has been filed for review with the following agencies:
   - Pierce County Public Works (if on sewer)
   - Tacoma-Pierce County Health Department
   - Pierce County Assessor will review the proposal at Final Plat stage

C. One (1) copy of the Applicant/Owner Affidavit of Posting form, to include all of the required signatures.

D. One (1) copy of answers addressing LMC Section 17.22.070.B Required Written Findings for Preliminary Plats:

   The Hearings Examiner shall inquire into the public use and interest proposed to be served by the establishment of the subdivision and dedication. The Examiner shall determine:
   1. If appropriate provisions are made for, but not limited to the public health, safety, and general welfare, for open spaces, drainage ways, streets or alleys, or other public ways, transit stops, potable water supplies, sanitary wastes, parks and recreation, play-grounds, schools and school grounds, and shall consider all other relevant facts, including sidewalks and other planning features that assure safe walking conditions for students who only walk to and from school; and
   2. Whether the public interest will be served by the short subdivision and dedication.

E. Eight (8) 18” x 24” copies of the proposed preliminary plat.

F. Three (3) copies of a current title report (issued within 30 days of preliminary plat submittal).

G. Two (2) copies of documentation necessary to verify legal lot status. Refer to LMC 18A.50.115.A.2. These documents may include recorded deeds, subdivision records, or recorded boundary line adjustment documents or possibly a chain of title report.*

H. One (1) copy of signed Certificate of Water Availability from the applicable water service provider.

I. Two (2) 11” x 17” reduced-size copies of plat.

J. Application and materials required for SEPA Environmental review.

*If you have any questions, please ask to speak with a planner.

ALL LARGE MAPS MUST BE FOLDED TO FIT INTO A 10” x 13’ ENVELOPE WITH THE APPLICATION NAME OF THE PLAN SHOWING. All above items and any other material that may be required by the city must be submitted at the time of application in order for the application to be accepted as complete. Handouts and application forms may be revised without notice.
APPLICANT/OWNER AFFIDAVIT OF POSTING

PRIOR TO APPLICATION SUBMITTAL, the applicant is required to post a notice board on the property. The notice board shall be a four foot by four foot (4’x4”) plywood generic notice board mounted and bolted onto at least two (2) four inch by four inch (4”x4”) wood posts and placed securely in the ground. The notice board shall be placed by the applicant in a conspicuous location on the street frontage bordering the subject property. The affidavit is to be completed and submitted with the application after the notice board has been installed.

I, ________________________________ state and swear; that in compliance with the provisions of the City of Lakewood Land Use and Development Code, I caused to have posted a four foot by four foot (4’x4’) plywood face generic notice board in ______ conspicuous place(s) on the street frontage bordering the subject property which is the subject of the ________________________________ application on the ________ day of ___________________, 20__.  

_____________________________________________  __________________________________________
Applicant Signature                                      Date

OR

_____________________________________________  __________________________________________
Property Owner Signature                                 Date