Chapter 18.16
Preliminary Long Plats

Sections:

18.16.010 Requirements for a Completed Application
18.16.020 Criteria for Approval
18.16.030 Time Frame for Approval
18.16.040 Revocation of Preliminary Plat

18.16.010 Requirements for a Completed Application.
A. Application contents: An applicant for a preliminary plat shall submit the following:

1. Title and certificates, including a legal description according to official records in the office of the County Auditor; pertinent survey data compiled as a result of a survey made by or under the supervision of a land surveyor registered in the state and engaged in land surveying which contains notation stating acreage, scale, north arrow, datum, bench marks, certification of registered civil engineer or surveyor, date of survey;
2. The names and addresses of all persons, firms and corporations holding interest in such lands, including easement rights, and drainage structures;
3. The names and addresses of all owners of property within three hundred feet of the subject property.
4. A vicinity map showing location of the tract;
5. Environmental Checklist as required by SEPA;
6. Six (6) copies of one or more maps using a scale of 100 feet to one inch or larger, showing:
   i. Plat name, scale, north arrow and date;
   ii. Boundary lines of proposed subdivision including bearing and distance;
   iii. Boundary lines of any existing local improvement districts and the proposed segregation of assessments.
   iv. Location of any existing streets, buildings, and all general features on the property.
   v. All easements either across or serving the subject property, including location, width and purpose;
   vi. Streets on and adjacent to the tract, including name and right-of-way width and location;
   vii. Zoning district designations, on and adjacent to the tract;
   viii. Site data, including number of residential lots, lot size, proposed names, locations, widths and other dimensions of proposed streets, alleys, easements, parks, and lots.
   ix. Minimum building setback lines;
   x. Sites, if any, to be reserved or dedicated for parks, playgrounds, or other public uses;
xi. Phasing plan for proposed subdivision and improvements should the project be proposed for development in phases or divisions. If the construction of utilities is also proposed for phasing, plans showing the provisions for public health and safety must be included;

xii. Topographical and other data: ground elevations on the tract, based on the City’s adopted survey control network; for land that slopes less than approximately two percent, show spot elevations at all breaks in grade, along all drainage channels or swales, for land that slopes more than approximately two percent, either show contours with an interval of not more than five feet if ground slope is regular and such information is sufficient for planning purposes, or show contours with an interval of not more than two feet if necessary because of irregular land or need for more detailed data for preparing plans and construction drawings;

xiii. Other conditions on adjacent land. Refer to subdivision plat by name, recording date, volume and page number, and show lot size, and dwelling units;

xiv. Utilities on and adjacent to the tract, including location, size and invert elevation of sanitary, storm; location and size of water mains; location of gas lines, fire hydrants, electric and telephone lines, and street lights. If water mains and sewers are not on or adjacent to the tract, indicate the proposed connections to existing facilities;

xv. Proposed public improvements, including highways or other major improvements planned for future construction on or near the tract;

xvi. Typical cross-sections of the proposed grading, roadway and sidewalk;

xvii. Proposed sanitary, stormwater and water systems plan with points of connection, indicated.

18.16.020 Criteria for Approval
The Planning Commission and Council shall make an inquiry into the public use and interest proposed to be served by the establishment of the subdivision and/or dedication. In order to grant approval of any subdivision application, the City shall make written findings that the application meets the following criteria:

A. The application complies with Chapter 18.06 of this Title, General Requirements for Subdivision Approval;

B. The application complies with lot and plat design standards as required under Chapter 18.14 of this Title, unless specifically varied through the process outlined in Chapter 17.17 LMC.

C. The application complies with the development standards and requirements listed under this title and the Project Manual for Engineering Design and Development.
Standards, unless specifically varied through the process outlined in Chapter 17.17 LMC.

D. The application complies with all other applicable provisions of the Lynden Municipal Code, including Chapter 17.15 LMC.

E. Appropriate provisions are made for, but not limited to; the public health, safety and general welfare, for open spaces and drainage ways, for roads, streets, alleys and transit stops, for potable water supply, sanitary sewer, parks and recreation, and shall consider all other relevant facts including sidewalks and other pedestrian corridors, and amenities that improve the quality of the neighborhood.

In the event the above criteria are not satisfied, the application must be denied.

18.16.030 Time Frame for Approval.

Preliminary plats of any proposed subdivision and dedication shall be approved, disapproved, or returned to the applicant for modification or correction within ninety days from the date the application is determined to be complete, unless the applicant agrees to an extension of such time period. PROVIDED, that if an environmental impact statement is required as provided in RCW 43.21C.030, the ninety day period shall not include the time spent preparing and circulating the environmental impact statement by the local government agency, nor shall it include the time spent by an applicant preparing additional information or modifying an application that has previously been determined complete.

18.16.040 Revocation of Preliminary Plat

Any short plat, or preliminary plat approval may be revoked by the City Council following a public hearing and a finding that:

A. An applicant has not complied with a material condition of the approval; or

B. There was a material, substantial and prejudicial irregularity in the procedure by which approval was obtained; or

C. A material misrepresentation or failure to disclose significant facts bearing on the criteria for approval occurred on the side of the applicant, which was not discovered until after approval was granted.

Notice of the time, date, place and purpose of the hearing shall be mailed to the applicant and any known successor in interest to the applicant by certified mail at least ten days prior to the hearing. Any revocation of the plat shall be by resolution of the City Council and recorded by the County Auditor, specifying the reasons for the revocation.