Chapter 18.12
Short Plats

Sections:
- 18.12.010 Approval required
- 18.12.020 Requirements for a complete application
- 18.12.030 Criteria for Approval
- 18.12.040 Re-subdivision restrictions and requirements
- 18.12.050 Time limit for completion

18.12.010 Approval required.

Any action which will result in a short subdivision of any lot, tract, parcel or plot of land for any reason not exempted by RCW 58.17.040 and 18.04.040 LMC shall be subject to approval by the Planning Director, subject to appeal under Chapter 17.11 LMC. Approval shall be based on the standards and conditions set forth in this title. For the purposes of this chapter, a short subdivision will be the subdivision of any parcel into four or fewer lots.

18.12.020 Requirements for a complete application

All applications for a short subdivision shall be accompanied by the following information:

1. Proof of ownership by the applicant or an affidavit by the property owner authorizing the application;

2. An accurate legal description of the area to be involved in the subdivision, in the event the boundaries are described by metes and bounds, the accuracy of the description shall be attested to and signed by a professional land surveyor.

3. Listing of names and addresses of all property owners within three hundred feet of the subject property.

4. Six (6) copies of an accurately scaled and dimensioned drawing of the proposed subdivision prepared by a professional land surveyor showing the following details:
   a. The total property owned by the applicant which is contiguous to the property proposed for subdivision;
   b. All adjacent property owners and zoning;
   c. All existing buildings, fences, or other encroachments on the property being proposed for subdivision must be accurately dimensioned to the property lines;
d. All streets, easements, common areas, waterways, drainage corridors or other critical areas defined by Chapter 16.16 LMC.

e. All existing and proposed utility corridors.

f. The dimensions and area for each proposed lot.

18.12.030 Criteria for approval

In order to grant approval of any short subdivision application, the Planning Director shall make written findings that the application meets the following criteria:

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

2. 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.

3. 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.

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

5. 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;

6. That the subdivision and dedication will serve the public interest.

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

18.12.040 Re-subdivision restrictions and requirements

Property in short subdivisions may not be further divided in any manner within a period of five years without submission and approval of a final plat done in accordance with the requirements of Chapter 18.16 LMC; except that, When the short plat contains less than four lots, nothing in this section shall prevent the owner who filed the short plat from filing an amendment within the five-year period to create up to a total of four lots within the original short plat boundaries.

18.12.050 Time limits for completion.
Any application for a short subdivision which is not completed by final approval and filing with the County Auditor within twelve months of the date of Council approval shall be considered abandoned unless the time limit is extended for one year by the City Council for good cause, then it shall be considered abandoned if not so approved and filed by the extended deadline set by Council. Only one such extension shall be approved and no action shall be taken on an abandoned short subdivision application without resubmission.