

The short plat is examined with regard to:

- Conformance to the current requirements and standards of the County's Subdivision and Short Platting Ordinance, Zoning Ordinance, Comprehensive Plan, Shoreline Master Program, Title 12 Transportation Standards; Critical Areas Ordinance, and Environmental Ordinance.
- Adequate planning for drainage ways, road rights-of way, legal access, water supply, sewage disposal and fire protection; and
- Unusual environmental characteristics of the site such as floodplains and steep slopes which may require special planning.
- Floodplain and Irrigation Districts.

REQUIRED IMPROVEMENTS

When lots do not have access directly off an improved county road, it will be required that the road be constructed to the standard assigned by the Public Works Department.

Road improvement standards are detailed in the Klickitat County Code Title 12. Questions relating to the road construction standards are to be made to the Klickitat County Public Works Department.

FINAL SHORT PLAT

Once the preliminary short plat is approved, the applicant must complete the following within a year.

- The entire property must be surveyed and monumented by a registered land surveyor.
- A final short plat must be prepared on a stable base mylar (polyester film) containing any required restrictions or covenants and the information required by the County Subdivision Code.

- All required road improvements must be constructed and verified prior to final short plat approval.
- The final plat and one copy must be submitted to the Planning Department for approval.
- All current and delinquent taxes and assessments must be paid prior to final short plat approval.

FEES*

Application Fee	\$500.00	
Short Plat Guarantee	\$200.00	Approx
Environmental Review	\$250.00	
Soils Evaluation	\$275.00	Per lot
Final Lot Check Fee	\$70.00/lot	
Road Inspection	\$120.00	
GIS Fee	\$15.00/lot	
Filing Fee/	\$128.00	
Final Short Plat		

*The above list may not be all inclusive.

RECORDING

Once the final short plat has been approved and signed by the Short Plat Administrator, it must be recorded in the County Auditor's Office. After the Short Plat has been filed, lots may be sold.



If you have questions...

**call the
Klickitat County Planning
Department
(509) 773-5703
1 800 765-7239**

**493-6084 from the
White Salmon calling area**

**or come by the Courthouse Annex
8:00 AM - 5:00 PM**

KLICKITAT COUNTY PLANNING DEPARTMENT
COURTHOUSE ANNEX I
228 WEST MAIN, MS: CH-17
GOLDENDALE, WA 98620
PHONE: (509) 773-5703
FAX: (509) 773-6206

IF YOUR PROPERTY IS LOCATED IN THE NATIONAL SCENIC AREA, THE COLUMBIA RIVER GORGE COMMISSION REQUIRES YOU TO COMPLY WITH ALL NATIONAL SCENIC AREA REGULATIONS. THEY CAN BE CONTACTED AT 509 493-3323.

Short Platting Your Property



**This publication
explains the SHORT PLAT
PROCESS, when it can be
used, and how to make
application.**

**This brochure contains general information
only and is subject to periodic change.
Contact the Planning Department for
specific details regarding current
information.**

June 2012

A short plat (also referred to as a short subdivision) is used to divide land into four or fewer parcels or lots, any one of which is less than 80 acres, for the purpose of sale, or other transfer of ownership.

Everyone who shares an ownership interest in the property with you (spouse, partner, mortgage company, real estate contract holder, etc.) must agree to the short plat.

Why is a short platting required to subdivide land?

State and County laws require short platting for several reasons:

- To make sure that the new lots are acceptable building sites, with regard to sewage disposal, water supply, etc.
- To solve or prevent water drainage problems.
- To assure legal and safe access.
- To assure compliance with County land use policies.
- To plan wisely for continued community growth.
- To maintain reliable public ownership records.
- To promote accurate and precise legal description of each lot to protect the interests of future owners of individual parcels or lots.

What divisions and transfers of land are not subject to short platting?

- Any division of land not containing a dedication in which the smallest lot created by the division is 1/8th of a section (80 acres) or more. (*Divisions of 20-80 acre parcels subject to large lot short plat process.*)
- Any cemetery or burial plot, used for that purpose.
- Any division of land made by testamentary provisions, the laws of descent.
- Assessor's plats made in accordance with RCW 58.10.010, RCW 58.17.240, and RCW 58.17.250.
- Divisions of land relating to the acquisition or exchange of land by public agencies and public service providers, for purposes including but not limited to road construction purposes.
- Divisions of land for primarily commercial and/or industrial purposes.
- Any division of land for the purpose of lease of land for agricultural purposes where no improvements are permitted to be placed upon the leased premises.
- Any division of property made solely for the purpose of mortgaging a home by the property owner provided a letter stating this purpose, signed by the owner or a designated representative, accompanies the deed submitted to the treasurer's office.
- Property line adjustments, provided that no new lots or building sites are created.

Can a second dwelling unit be placed on a lot or parcel without short platting the property?

In order to place a second dwelling on an existing lot, that lot must be short platted.

Can I short plat a previously short platted lot?

If you wait 5 years to re-divide your property you may use the short plat process. Otherwise, you must use the long subdivision process.

Can a lot within a subdivision be short platted?

Yes. Subdivision lots may be further divided using the plat alteration process. Requirements include an environmental checklist, subdivision covenants (if any), and addresses of all property owners within the subdivision. The Board of Commissioners must approve any plat alterations.

The Short Plat Process

APPLICATION

Prior to acceptance of a short plat application, the landowner, or representative should schedule a pre-submission conference with the Planning Department. You will need to provide a map of the property showing how you are proposing to divide the property and a drawing showing the proposed access. The Road Department and the Health Department will be present at the meeting to discuss requirements and concerns relating to the proposed short plat. There is no fee for the pre-submission conference.

A checklist will be provided at the pre-submission conference detailing exactly what documents will be required for the short plat.

SITE EVALUATION FOR ON SITE SEWAGE DISPOSAL

You must contact the Klickitat County Health Department to arrange for a site evaluation for each lot of the proposed short plat in order to certify the feasibility of on-site sewage disposal. (Not applicable to Large Lot Short Plats.)

POTABLE WATER

For a proposed short plat not served by a public water supply, well logs of existing wells in the near vicinity will need to be submitted. If no well logs are available, a demonstration well may need to be established on the property prior to final approval of the short plat. (Not applicable to Large Lot Short Plats.)

APPLICATION REVIEW

The short plat application, once accepted and complete, will take a minimum of 30 days to review by the Planning Department and other interested municipal, county and state agencies. By the end of the review period, the Short Plat Administrator must either approve or deny the preliminary short plat. The applicant will be notified in writing of the decision. Once preliminary approval has been granted the applicant has one year to finalize the short plat and file it with the County Auditor.

APPEAL

An appeal of the administrator's action on the application is made to the Board of County Commissioners. The appeal request must be submitted to the Planning Department within twenty days from the preliminary action. The Board will then schedule a public hearing to consider the appeal.