

required that each lot has adequate area to accommodate a septic system (plus reserve area). The septic system does not have to be installed to obtain final approval.

- Drainage analysis of pre and post development.
- Payment of current year taxes, plus 125% (if filed after May 31st of any given year.) If final approval is obtained prior to May 31st of a given year, only the current year taxes will need to be paid.
- Fencing of the perimeter of the subdivision.

Once it has been determined that all conditions of approval of the subdivision have been met, a meeting is scheduled with the Board of Commissioners to consider granting final approval of the subdivision.

FEES*

Application Fee	\$900.00	plus \$10.00 per lot over 10 lots
Subdivision Guarantee	\$200.00	Approx.
Environmental Review	\$250.00	
Soils Evaluation	\$275.00	Per Lot
Final Lot Check Fee	\$70.00	Per Lot
Road Inspection	\$120.00	
GIS Fee	\$15.00	Per Lot
Filing Fee/Final Long Plat	\$128.00	Plus 50¢ per lot

*may not be all inclusive

RECORDING

Once the final subdivision has been approved and signed by all required departments, it must be recorded in the County Auditor's Office. After the Plat has been filed, lots may be sold.



If you have questions...

**call the
Klickitat County Planning Department**

(509) 773-5703

**or come by the Courthouse Annex
9:00 AM - 5:00 PM**

KLICKITAT COUNTY PLANNING DEPARTMENT
COURTHOUSE ANNEX I
228 WEST MAIN, MS: CH-17
GOLDENDALE, WA 98620
PHONE: (509) 773-5703
1-800-765-7239
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

Long Subdivision



This publication explains the Long Subdivision 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 long plat (also referred to as a long subdivision) is used to divide land into five or more parcels or lots, any one of which is less than 20 acres. The creation of 5 or more 20 to 80 acre lots is subject to the Large Lot Subdivision process. Also, if a person wants to divide property within a short plat, prior to the 5 year waiting period, they must do so in accordance with the long plat process.

What Is The Main Difference Between Short Platting Property And Long Platting Property

Short plats are the creation of 4 or fewer lots which are approved through administrative review of the Planning, Road, and Health Departments. Short plats require a survey, title report and soils evaluations, and access to the lots (constructed to the subdivision ordinance standards). Utilities are not required to be installed. Short Plats do not require environmental review unless it is a re-division of previously platted properties.

The number of lots being created within a long subdivision will create more of an impact to public services, the environment in general, and the surrounding landowners; therefore the review is more extensive.

Long plats are approved only after a public hearing with the Planning Commission at which time they review the project, attach appropriate conditions to mitigate any potential negative impacts, and make recommendation to the Board of Commissioners to either approve or deny the subdivision. The Board of Commissioners make the final decision to preliminarily approve or deny a long subdivision. Once preliminary approval has been granted, the applicant has 3 years to develop the property with the possibility of obtaining two one-year extensions.

Long Subdivisions require access be constructed, and all utilities (including power, water and sewer lines (if applicable)) be installed to the lot lines prior to final approval of the plat. If wells are proposed they need to be drilled prior to final approval.

The Long Plat Process:

Pre-submission conference:

It is required that a pre-submission meeting be held. The applicant is to provide a map showing how the property is going to be divided. At the meeting, the Road Department, Health Department and Planning Department will review the project and advise of the requirements set forth in the subdivision ordinance relating to roads, septic/sewer, water, and survey requirements. The meeting is meant to provide general information which identifies any potential problems up front, prior to the applicant making any large investments.

Application:

A complete application consists of:

- Preliminary Plat Application with fee of \$900.00 (with additional \$10.00 per lot for each lot over 10 lots).
- Environmental Checklist and if required, additional environmental studies, etc. (fee \$250.00).
- Current ownership certificate from a recognized title company and notarized signatures of any party with an ownership interest in the property proposed for division, consenting to the subdivision.
- Names and addresses of all landowners within 300 feet of the exterior boundaries of the proposed division of land.
- Ten copies of preliminary plat map.
- Two copies of plans, profiles and specifications for street, utilities, and other proposed improvements.

- If individual sanitation disposal systems are proposed, you must contact the Klickitat County Health Department to arrange for a site evaluation for each lot of the proposed subdivision in order to certify the feasibility of on-site sewage disposal.
- If the subdivision is to be served by community water or sewer, a letter from the provider will need to be submitted assuring that the services are available.
- Other information as deemed necessary to complete an application.

Application Review

The long 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, 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.

Once an application is deemed complete, it will take a minimum of 45 days to review by the Planning Department and other interested municipal, county and state agencies. A public hearing date will be scheduled with the Planning Commission. An environmental determination will be made as to whether the proposal will have significant impact to the environment. Prior to the Planning Commission Hearing, a staff review for the project will be prepared by Planning Staff, and will include any necessary conditions which are required to address concerns submitted by the

agencies/individuals, and any conditions required by the Klickitat County Subdivision Ordinance.

No subdivision shall be presented to the Planning Commission for review until certified approval is received from the Road Department, Health Department, and Fire District.

If the Planning Commission recommends approval of the subdivision, the recommendation will be forwarded to the Klickitat County Board of Commissioners within 14 days of the date of the hearing. If the Board of Commissioners deem it in the public interest to change the Planning Commission's recommendation in any way, they will need to schedule a public hearing of their own. Once preliminary approval has been granted by the Board of Commissioners, the applicant has three years to complete the development of the subdivision, with the opportunity of two one year extensions, if deemed necessary.

Appeal:

The Board's decision may be appealed to the Superior Court within 24 days of the date of decision.

Final Approval:

- Final approval of a subdivision will include, but may not be limited to the following:
- A final survey of the subdivision.
- Construction of roads per Title 12 Transportation Standards
- Installation of all utilities, including power, water & sewer lines (if served by community services), and if not served by community services, individual wells will need to be established on each lot. If septic systems are proposed, verification is