



Preliminary Plat Application

Note: A Pre-Application meeting is required prior to submittal of an application.

PROPERTY OWNER INFORMATION

Contact Person

Owner:

Address:

Phone:

Email:

APPLICANT/CONTRACTOR INFORMATION (if different)

Contact Person

Company:

UBI#:

Contact:

Address:

Phone:

Email:

SURVEYOR INFORMATION

Contact:

Address:

Phone:

Email:

ENGINEER INFORMATION

Contact:

Address:

Phone:

Email:

PROJECT DESCRIPTION

PROPERTY INFORMATION

Parcel #:

Zoning:

Legal Description:

Proposed Subdivision Name:

Gross Plat Acreage:

Number of Lots:

Smallest Lot Size:

Net Lot Area Acreage:

Avg. Lot Size:

Largest Lot Size:

Domestic Water Supply: City Private Well

Sewage Disposal: City Septic

Irrigation Source: City Private Well Columbia Irrig. District Kennewick Irrig. District Other

SEPA Checklist submitted? Yes No

Title Report (Subdivision Guarantee) submitted? Yes No

APPLICATION MUST INCLUDE

1. Completed application and filing fee
2. 2 – Full-size copies of proposed survey
3. 1 – 11" x 17" copy of proposed survey
4. 1 – PDF file of proposed survey
5. Title Report showing ownership, easements, restrictions and accurate legal description of the property involved
6. SEPA Checklist
7. Other information as determined by the Administrator

I authorize employees and officials of the City of Richland the right to enter and remain on the property in question to determine whether a permit should be issued and whether special conditions should be placed on any issued permit. I have the legal authority to grant such access to the property in question.

I also acknowledge that if a permit is issued for land development activities, no terms of the permit can be violated without further approval by the permitting entity. I understand that the granting of a permit does not authorize anyone to violate in any way any federal, state, or local law/regulation pertaining to development activities associated with a permit.

I hereby certify under penalty of perjury under the laws of the State of Washington that the following is true and correct:

1. I have read and examined this permit application and have documented all applicable requirements on the site plan.
2. The information provided in this application contains no misstatement of fact.
3. I am the owner(s), the authorized agent(s) of the owner(s) of the above referenced property, or I am currently a licensed contractor or specialty contractor under Chapter 18.27 RCW or I am exempt from the requirements of Chapter 18.27 RCW.
4. I understand this permit is subject to all other local, state, and federal regulations.

Note: This application will not be processed unless the above certification is endorsed by an authorized agent of the owner(s) of the property in question and/or the owner(s) themselves. If the City of Richland has reason to believe that erroneous information has been supplied by an authorized agent of the owner(s) of the property in question and/or by the owner(s) themselves, processing of the application may be suspended.

Applicant Printed Name: _____

Applicant Signature: _____ Date _____