

**Preliminary Plat (Subdivision)**  
**Application**

Whenever it is proposed to subdivide land into ten (10) or more lots, tracts, site, or divisions, the application shall file with the Planning and Community Development Department the following information:

<b>FOR CITY USE ONLY</b>	PROJECT NAME:
<b>Submitted</b>	

**DOCUMENTS:**

	1. A completed Master Land Use Application. (separate document)
	2. The filing fee required pursuant to Bonney Lake Municipal Code (BLMC) Chapter 3.68.
	3. 2 SETS of Mailing labels that include the names and addresses of adjoining property owners within 600 feet of all sides of the subject property along with stamped No 10. envelopes that include a return label for the city: City of Bonney Lake, P.O. Box 7380, Bonney Lake, Washington, 98391. Include a vicinity map that shows the 600 foot radius and numbered to correspond with list of mailing labels. Please provide source of mailing information and date generated.
	4. Density Calculations units per acre.
	5. A title insurance report obtained no more than 90 days prior to submitting the preliminary plat confirming that the title of the lands as described and shown on said plat is in the name of the owner(s) signing the plat's certificate.
	6. A narrative that describes how the project meets the following items:
	a. Consistency with the Comprehensive Plan;
	b. Meet the requirements and intent of the BLMC Chapter 17.12;
	c. Adequate provisions for open space, drainage ways, streets and other public ways, transit stops, water supply, sanitary waste, utility services and facilities, connection to schools and safe passage for students, and recreation facilities;
	d. Adequately mitigate impacts identified under Chapter 16.04 (SEPA), and Chapter 16.20 Sensitive Areas of BLMC;
	e. Beneficial to the public health, safety, and welfare of the residents of Bonney Lake and in the public's best interest to approve this proposal; and

**MAPS/DRAWINGS:**

	1. Vicinity Map showing <b>(30 copies)</b> :
	a. Street layout in the subdivision

	b. Existing street layout within 800 feet of the subdivision
	c. Zoning designations within and adjacent to the subdivision
	d. All property lines within 800 feet of the subdivision
	e. All 100-year floodplain and designated shoreline boundaries in and within 800 feet of the proposed subdivision
	2. A title block in the lower right hand corner of the preliminary plat:
	a. The proposed name of the subdivision
	b. The scale of the drawing
	c. The date of the drawing
	d. The name and address of the engineer, surveyor, or other individual responsible for laying out the subdivision
	3. A detailed plan that clearly shows the following information at a scale of not less than 1"=200' ( <b>6 copies full size</b> )
	a. Reduce plat map 11x17 ( <b>30 copies</b> )
	b. North Arrow
	c. The location and right-of-way widths of all existing and proposed streets and driveways within 50' of the boundaries of the proposed subdivision
	d. The location, names, and right-of-way widths of all proposed streets within the proposed subdivision and their proposed paved width.
	e. Lot layout with lot line dimensions, the area in square feet contained in each lot.
	f. The location and use of all existing buildings within the proposed subdivision indicating which buildings are to remain and which are to be removed.
	g. The use and approximate location of all buildings within 50' of the boundaries of the proposed subdivision.
	h. The location, size, and use of all contemplated and existing public areas within the proposed subdivision (i.e. open space).
	i. Proposal for how each lot will be served with water, sewer, stormwater drainage, and other utilities.
	j. Property contours at five-foot intervals.
	k. Location of any wetlands, streams, water bodies, areas subject to flooding, unstable soils, or slopes exceeding 40% within 200 feet of the subdivision.
	4. Tree Survey showing trees larger than 6" in diameter. Label size and type of each tree.

Additional information may be required by the City. The applicant will be notified in writing if additional information is necessary.

**PLEASE NOTE:** In order to help work out potential problems before the formal submittal, The City of Bonney Lake shall require that the applicant attend a pre-application meeting. Please call the Planning and Community Development Department for information regarding the pre-application meetings.

*I certify that I have provided all the necessary information as requested above.*

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

**If you have any questions, please contact the Planning and Community Development Department at 253-862-8602 ext. 356.**