



CITY OF BLAINE

COMMUNITY DEVELOPMENT SERVICES

435 MARTIN STREET, SUITE 3000 • BLAINE, WA • 98230
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www.cityofblaine.com

Preliminary Plat Application

FOR OFFICE USE ONLY

Application # _____

STAMP IN DATE _____

Project Name: _____

Applications must be completed and recorded the Community Development Services. Applications that are incomplete (i.e., that do not include all of the information required below) will be returned.

APPLICATION REQUIREMENTS

- A completed **Master Land Use Application**. Representative authorization is required if application is not signed by owner.

Please prepare the following items for preliminary plat review and approval:

- Subdivision Title Report** -Provide a Title Report current to within 30 days of the date of application.
- Assessor's Map & List of Property Owners**
Provide an Assessor's Map(s) showing the location of the subject property and all properties, partially or completely within 300 feet of the external boundaries of the subject property. The Applicant must also provide a mailing list of all property owners who are included within the 300-foot radius.
- Legal Description**
All subdivision applications shall have a legal description of the entire parcel to be subdivided and shall be stamped by a registered land surveyor.
- Vicinity Map**
A location and vicinity map, drawn to a sufficient scale, that clearly locates the proposed project in relation to streets, intersections, other rights-of-way, natural features and other prominent landmarks.
- Existing Conditions Plan**
An existing conditions plan, that extends at least 50 feet beyond the boundaries of the subject site and is accurately drawn to 1" = 20', 30' 40' or 50' scale, shall include the following information:
 - A professionally prepared topographic map based upon a site survey delineating existing contours at no less than five-foot intervals, and which locates all surface water features streams, wetlands and marine waters, along with their associated ordinary high-water lines and/or required setback/buffers, location of drainage patterns and drainage courses, and other critical environmental areas, such as unstable slopes, slopes in excess of 15%, 100-year floodplain and significant wildlife habitat;
 - The site size, dimensions and orientation relative to north;
 - The location of existing structures and other improvements on the site, including but not limited to buildings, fences, landscaped areas, culverts, in ground and above ground storage tanks, pedestrian walkways and areas, bikeways, bridges, roads, streets and other internal circulation, parking, loading, open space and utility structures and lines, including fire hydrants; and
 - The location and dimensions of existing easements.
- SEPA Environmental Checklist**
A completed and signed SEPA Environmental Checklist, if applicable.

Sign Plan (if applicable)

If applicable and proposed at time of site plan submittal, the sign plan shall include to-scale details of existing and proposed signs that are in accordance with Chapter 17.122, BMC, the Blaine Design Guidelines and Sign Ordinance Supplement and the provisions of the Resort Semiahmoo Master Development Plan; include their location and type (e.g. fascia, freestanding, etc.). Please note that a separate Sign Permit is required.

Preliminary Plat Map

The preliminary plat map, prepared and certified by a land surveyor registered by the State of Washington, shall be drawn to the same scale as the existing conditions plan and shall include the following:

- The location and dimensions of proposed lots, streets and other rights-of-way and public or private access and/or utility easements on and adjoining the site;
- All areas, if any, to be preserved as buffers or to be dedicated or temporarily reserved for a public, private or community use or for open space;
- An accurate and complete legal description of the subject property;
- Critical Areas pursuant to Division Five, of the City’s Land Use & Development Code;
- Existing structures to be retained on the site and their distance from property lines of the subject site;
- Proposed structures on the site, including fences, etc., and their distance from property lines;
- Summary table which includes, total site area, gross floor area by use, (i.e., manufacturing, office, retail, storage), total lot coverage proposed, including residential density calculations.

Lighting Plan

If applicable, the proposed lighting plan shall show all existing and proposed lighting on site and within right-of-ways. Include light sources, patterns and illumination and other design standards, pursuant to the standards as articulated in the City’s “Development Guidelines and Public Works Standards”.

Reduced Copies of all Oversized Plans

If plans submitted are on paper larger than 11” x 17”, than a reduced set, 11” x 17” or smaller, shall be provided.

Engineering Plans

A complete set of preliminary civil engineering plans pursuant to the City’s Code and the City’s “Development Guidelines and Public Works Standards”, including:

- **Utility Plan(s)**, showing source, location and size of all existing and proposed water, sewer and electrical lines and associated structures adjacent to the subject site and on-site, existing fire hydrants with 100 feet of site, and proposed hydrants off- and on-site.
- **Preliminary Stormwater Plan**, pursuant to the current edition (August 2001) of the Washington State Department of Ecology, Stormwater Management Manual for Western Washington. Adequate calculations for the size of all storm conveyance and treatment facilities, from origin to destination, shall be provided.
- **Erosion & Sedimentation Control Plan** pursuant to the current edition (August 2001) of the Washington State Department of Ecology, Stormwater Management Manual for Western Washington.
- **Conceptual Street Design Plan**, if proposed project requires street improvements, showing location/dimensions of existing and proposed rights-of-way, curbs and sidewalks, storm drains and catch basins, pavement section(s), sewer and water mains, power, street trees and all other elements between the pavement edge and property line.

Other Applications, Plans, Studies, Etc.

Other information, such as wetland, traffic, geotechnical or other studies, shall be provided as requested by the Director, including related applications or studies, to show that the development complies with other applicable City Standards.

A Long Plat Permit application fee as set forth in the City of Blaine Unified Fee Schedule.

The applicant hereby certifies that the statements contained in this application are true and provide an accurate representation of the proposed amendment.

APPLICANT’S SIGNATURE

DATE