



# SHORT SUBDIVISION FORM

Revised 10/04/2018

Yakima County Public Services  
128 North Second Street · Fourth Floor Courthouse · Yakima, Washington 98901  
(509) 574-2300 · 1-800 572-7354 · FAX (509) 574-2301 · [www.co.yakima.wa.us](http://www.co.yakima.wa.us)

Please answer all of the following questions with narrative when required (If a question is not applicable, write N/A.) Your narrative should be described in detail which will expedite the review process. You may refer to Yakima County Title 19 to show how your proposal meets the legal requirements in the code. <http://codepublishing.com/wa/yakimacounty/>

Annotation by Planner

Complete the following questions (if not applicable, explain why):

1. In which zoning district is the property located? AG  
*(If located in the AG, R-10/5, RT or RS zoning district, please complete Supplemental Form A)*
2. What is the total acreage of the subject parcel? 15.94 AC
3. How many lots are you proposing to create as part of this Short Subdivision Application? 2
  - a. What are the proposed acreages for each proposed lot?  
LOT 1 = 3 +/- AC      LOT 2 = 12.75 +/- AC
4. Has the property been divided in the last 5 years?  Yes       No
5. Is this short subdivision contiguous with another proposed short subdivision?  
 No       Yes, Parcel Numbers: \_\_\_\_\_
6. Do any of the lots have irrigation rights?  Yes       No
  - a. If yes, what is the District name: NACHES - SELAH IRR DIST
7. Are there any of the following man-made/natural features located on your property: (Check all that apply and depict on site plan)  
 Ponds       Lakes       Streams/Rivers       Wetlands  
 Floodplain       Floodway       Steep Slopes (exceeds 10% grade)  
 Irrigation Ditches/Canals  
 PIPED
8. Will any of the lots be served by a:  
 County Public Road\* LOT 2  
 Private Road\*  
 Shared Driveway (4 or fewer lots) LOT 1  
 Other: \_\_\_\_\_

a. If any of your lots will be served by an existing private road, is there a homeowner's or maintenance association that takes care of the road?

Yes (Please attach to this application packet)     No

**\* Proposed lots served by a County public road or a private road are subject to capital projects, such as expansion, renovation, or replacement of existing roads, or the construction of a new road. The associated costs of these capital projects are the responsibility of the applicant. If you have questions concerning the likelihood of these road improvements and their associated costs, contact the Yakima County Transportation Division at (509) 574-2300.**

**Have you contacted the Yakima County Transportation Division?**

Yes     No

9. What will be the source of domestic water for these lots?

**The applicant shall provide a Title 19 Water Review from the Yakima Health District verifying what water systems are available using YCC Table 19.25.-1. (Application and fees for this review must be submitted separately to the Yakima Health District at 1210 Ahtanum Ridge Dr., Union Gap, WA 98903.)**

a.  Public water supply (water system operated by a city, county, Nob Hill, etc.)

I. This water system will serve Lots: \_\_\_\_\_

II. Name of water provider: \_\_\_\_\_

b.  Expand the use of an existing community well to serve Lots: \_\_\_\_\_

I. Name or State ID# of the existing community water system:  
\_\_\_\_\_

II. How many connections is the community well currently approved for?  
\_\_\_\_\_

c.  New community well (3+ connections), certify an existing well, or construct a new well.

I. The well is:  Existing     Proposed

II. On Lot/Parcel Number: \_\_\_\_\_

III. The well will serve Lots: \_\_\_\_\_

IV. Will the proposed community well serve any lots outside of the proposed short subdivision?  Yes     No

a) If yes, which parcel number(s)? \_\_\_\_\_  
\_\_\_\_\_

d.  Shared (2-party) well to serve Lots LOT 1 AND LOT 2  
\_\_\_\_\_

i. The well is:

Existing

Proposed on Lot/Parcel Number: \_\_\_\_\_

ii. If your property is zoned Agriculture, and a shared well cannot be approved, what other option will you propose?

Individual well  Other: \_\_\_\_\_

***Please note: Individual wells can be proposed in the AG, FW, and MIN zoning districts. If in the R/ELDP or R-10/5 zoning districts, individual wells can only be proposed if all lots are 5 acres or greater in size and outside the service area of a County water system (YCC Table 19.25-1). Individual wells cannot be proposed in the Urban Growth Area, except under Note 6 of YCC Table 19.12.010-1 and Note 7 of YCC Table 19.12.020-1.***

e.  Existing individual wells will continue to serve Lot(s): \_\_\_\_\_

f.  Proposed individual wells will serve Lot(s): \_\_\_\_\_

10. Which of the following methods of sewage disposal do you propose? (When individual septic systems are proposed the applicant shall verify that a County sewer system is not available for the subdivision.)

a. Short Plat in the Urban Growth Area

Municipal public sewer for Lot(s): \_\_\_\_\_  
\_\_\_\_\_

County sewer system for Lot(s): \_\_\_\_\_  
\_\_\_\_\_

Other State approved sewer system for Lot(s): \_\_\_\_\_  
\_\_\_\_\_

Existing on-site sewage system for Lot(s): \_\_\_\_\_  
\_\_\_\_\_

b. Short Plat outside of the Urban Growth Area

Public sewer for lots: \_\_\_\_\_

Existing individual, on-site septic system for Lot(s): \_\_\_\_\_

LOT 1

Proposed individual, on-site septic systems for Lot(s): \_\_\_\_\_

LOT 2

Existing on-site sewage system for Lot(s): \_\_\_\_\_

\_\_\_\_\_

11. Are you proposing any open space, parks, or recreational areas?

(Please show on site plan)

No     Yes, on Lot \_\_\_\_\_

Please explain: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

12. How will you manage stormwater drainage? Please explain: \_\_\_\_\_

ON-SITE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

13. Is mass transit available at the subject parcel(s)?

No     Yes

If yes, are you proposing any access points for mass transit? Please explain:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

14. Are you proposing any pedestrian facilities, such as pedestrian or bicycle walkways, paths, or trails?

No     Yes, please explain: \_\_\_\_\_

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15. What types of fire prevention services will you provide? Examples of fire prevention services include Firewise communities, fire flow, residential indoor sprinklers, and turnouts. If you have questions about fire prevention services, please meet with Yakima County Fire & Life Safety Division.

Please explain: N/A \_\_\_\_\_

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***All answers to the above questions must be on this form.***

***However, if additional space is needed, you may attach additional narrative.***



# SHORT SUBDIVISION FORM SUPPLEMENTAL FORM A

Revised 09/17/2018

Yakima County Public Services  
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Please answer all of the following questions with narrative when required (If a question is not applicable, write N/A.) Your narrative should be described in detail which will expedite the review process. You may refer to Yakima County Title 19 to show how your proposal meets the legal requirements in the code. <http://codepublishing.com/wa/yakimacounty/>

	Annotation by Planner
<p><input checked="" type="checkbox"/> Agriculture (AG) – If the property is located with the AG zoning district, please answer the following questions:</p> <p>a. Which provision are you applying under?</p> <p>I. <input type="checkbox"/> Agriculturally Related Industry Lot</p> <p><i>(Show on your site plan the location of all structures associated with the Agriculturally Related Industry in order to justify the proposed lot size.)</i></p> <p>II. <input checked="" type="checkbox"/> Small Lot Provision</p> <p>a) Has it been at least <b>15 years</b> since it was last subdivided?</p> <p><input checked="" type="checkbox"/> Yes      <input type="checkbox"/> No</p> <p>b) Has it been at least <b>5 years</b> since the issuance of the Certificate of Occupancy, or the final inspection for the placement permit for a manufactured home?</p> <p><input checked="" type="checkbox"/> Yes      <input type="checkbox"/> No</p> <p>III. <input type="checkbox"/> Special Exception Lot</p> <p><i>(Attach documentation from a qualified third party demonstrating that the proposed small lot is located on land unsuitable for agricultural activities and uses.)</i></p> <p>a) Has a Special Exception Lot been created within the last <b>10 years</b>?</p> <p><input type="checkbox"/> Yes      <input type="checkbox"/> No</p> <p>IV. <input type="checkbox"/> Multiple Dwellings Provision</p> <p><input type="checkbox"/> Rural 10/5 (R-10/5) – If the property is located within the R-10/5 zoning district, please answer the following questions:</p> <p>a. How many road miles is the nearest year-round responding fire station?</p> <p>_____ Miles</p> <p>b. In which fire district are you located? _____</p>	

<p>c. Is the public road you access onto: <input type="checkbox"/> Paved      <input type="checkbox"/> Gravel      <input type="checkbox"/> Dirt</p> <p>d. Are you proposing to cluster? <input type="checkbox"/> Yes      <input type="checkbox"/> No</p> <p>e. Was your lot created prior to May 20, 1997? <input type="checkbox"/> Yes      <input type="checkbox"/> No</p> <p style="padding-left: 20px;">f. If yes, are you proposing to use the 1.15 multiplication factor? <i>(This provision may only be used if the parent parcel does not meet the minimum acreage necessary for a short subdivision in the R-10/5 zoning district.)</i></p> <p style="padding-left: 40px;"><input type="checkbox"/> Yes      <input type="checkbox"/> No</p> <p><input type="checkbox"/> Rural Transitional (RT) – If the property is located within the RT zoning district, please answer the following questions:</p> <p style="padding-left: 20px;">a. Which provision are you applying under?</p> <p style="padding-left: 40px;"><input type="checkbox"/> Clustering    <input type="checkbox"/> Non-Clustering</p> <p style="padding-left: 20px;">b. Was your lot created prior to May 20, 1997? <input type="checkbox"/> Yes      <input type="checkbox"/> No</p> <p style="padding-left: 40px;">f. If yes, are you proposing to use the 1.15 multiplication factor? <i>(This provision may only be used if the parent parcel does not meet the minimum acreage necessary for a short subdivision in the RT zoning district.)</i></p> <p style="padding-left: 60px;"><input type="checkbox"/> Yes      <input type="checkbox"/> No</p> <p><input type="checkbox"/> Rural Settlement (RS) – If the property is located in the RS zoning district, please answer the following question:</p> <p style="padding-left: 20px;">a. Which community is the property located in? _____</p> <p style="padding-left: 20px;">_____</p>	
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***All answers to the above questions must be on this form.***

***However, if additional space is needed, you may attach additional narrative.***



# MINIMUM REQUIREMENTS SITE PLAN SUBMITTAL CHECKLIST

FINAL  
Revised 10/01/15

## Land Use Actions

Yakima County Public Services  
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This informational brochure will assist in the preparation of your site plan for project submittal. The minimum site plan information on this page is required. Check the box beside those items that you have included on your site plan. A sample site plan is also included for your assistance. If you need information or assistance please contact the Public Services at (509) 574-2300.

Required Site Plan Information:		
1	<input checked="" type="checkbox"/>	Paper size shall be 8.5 x 11 or 11 x 17. If multiple pages, provide an index sheet showing the entire site. <b>Grid paper or picture backgrounds are not acceptable, the map must be reproducible</b>
2	<input checked="" type="checkbox"/>	Blue or Black Ink, in order that they may be photocopied.
3	<input checked="" type="checkbox"/>	North Arrow (north should be pointing to the top of the page)
4	<input checked="" type="checkbox"/>	Legend to include:
	<input checked="" type="checkbox"/>	<i>Owner/Applicant Name</i>
	<input checked="" type="checkbox"/>	<i>Date the Site Plan was drawn.</i>
	<input checked="" type="checkbox"/>	<i>Name, address and telephone number of the person preparing the site plan</i>
	<input checked="" type="checkbox"/>	<i>Tax Parcel Number</i>
	<input checked="" type="checkbox"/>	<i>Standard engineering scale of the drawing (at least: 1" = 200 ft.)</i>
5	<input checked="" type="checkbox"/>	Property line dimensions of all lot(s) involved in the project.
6	<input type="checkbox"/>	The location, width and purpose of all easements (utility, access and/or irrigation) on the site and adjacent to the site.
7	<input type="checkbox"/>	Location of new and/or expanded public and private utility infrastructure.
8	<input checked="" type="checkbox"/>	Streets and access easements, with the name, dimensions, type (public or private) and road surface (paved, gravel or dirt).
9	<input type="checkbox"/>	Location, dimension and design of off-street parking facilities and points of ingress (to) and egress (from).
10	<input type="checkbox"/>	Location of pedestrian and vehicular circulation patterns, sidewalks, trails and bicycle paths.
11	<input checked="" type="checkbox"/>	Location, shape, size, gross floor area, height and types of all existing and proposed structures, minimum building setbacks from the property lines and other structures, and the total lot coverage.
12	<input type="checkbox"/>	Location and dimensions of all proposed exterior land uses.
13	<input type="checkbox"/>	The distance from existing and proposed structures to the centerline of state, county, or private access roads.
14	<input type="checkbox"/>	Location of structures on the adjoining lots, which may cause compatibility issues.
15	<input type="checkbox"/>	All major man-made and natural physical features such as railroads, canals, streams, creeks, drainage ditches, hills, depressions, steep slopes, lakes, shorelines, floodplains*, floodways, the 100-year base flood elevations etc. on-site or adjacent to the site. <b>(*Boundaries of the 10 and 25-year floodplain using the flood risk maps as provided by Yakima County as part of a mandatory pre-application meeting.)</b>
16	<input type="checkbox"/>	Description of the extent to which any watercourse will be altered or relocated as a result of the proposal.
17	<input type="checkbox"/>	Proposed location and dimensions of community and other open space.
18	<input type="checkbox"/>	Existing and proposed landscaping, site screening, street trees and stormwater drainage facilities.
19	<input checked="" type="checkbox"/>	Location of well or water systems within 100 feet of the subject property or within a 100 foot well control zone and the distance from any structures within the well control zone.
20	<input type="checkbox"/>	Proposed contours and grading as they affect lot layout, streets, and drainage ways.
21	<input checked="" type="checkbox"/>	Location of proposed or existing drain field area, extension area, and tank area as well as replacement areas and distances to structures and property lines
22	<input type="checkbox"/>	Location of adjacent public water, sewer main, fire protection systems and other underground facilities within or adjacent to the development.
23	<input type="checkbox"/>	Within a UGA, Master Planned Resort or Rural Settlement show the existing topographic contours at intervals of not more than 5' when the ground slopes exceed 10%. Extend 100' beyond the boundaries of the site.



