



CITY OF GIG HARBOR APPLICATION

CITY USE ONLY

Date Received: _____

By: _____

Receipt # _____

By: _____

☐

Preliminary Plat

☐

Planned Residential Development

To the Applicant: This is an application for a shoreline Management Development Permit and is authorized by the Shoreline Management Act of 1971. It is suggested that you check with the appropriate local, state or federal officials to determine whether your project falls within any other Permit system, since a Permit under the Shoreline Management Act will not excuse the applicant from compliance with any other local, state or federal ordinances, regulations or statutes applicable to the project

Name of plat: _____**Applicant:**

(Name)

Street Address

Phone

City & State

Zip

Owner:

(Name)

Street Address

Phone

City & State

Zip

I(We):

(Name)

Signature

Date

Signature

Date

I do hereby affirm and certify, under penalty of perjury, that I am one (or more) of the owners or owner under contract of the herein described property and that the foregoing statements and answers are in all respects true and correct on my information and belief as to those matters, I believe it to be true.

Property Location:

Address: _____

Section: _____ Township: _____ Range: _____

Assessor's Tax Parcel Number: _____

Full Legal Description (attach separate sheet if too long)

Utilities:

1. Water Supply (Name of Utility if applicable)

a. Existing: _____

b. Proposed: _____

2. Sewage Disposal: (Name of Utility if applicable)

a. Existing: _____

b. Proposed: _____

3. ACCESS: (name of road or street from which access is or will be gained.)

Existing Zoning Designation: _____

Wetlands on Site: _____

Slopes exceeding 15% _____

Proposed Land Use:

Smalles lot area _____

Average lot area _____

Total acreage _____

Acreage in open spaces _____

Length of public streets _____

Total acreage of public streets _____

Length of private streets _____

Total acreage of private roads _____

Designated commercial acreage _____



Preliminary Plat Checklist

Checklist for All Projects

19.02.002

- A. ☐ A completed project application form.
- B. ☐ A verified statement by the applicant that the property affected by the application is in the exclusive ownership of the applicant, or that the applicant has submitted the application with the consent of all owners of the affected property
- C. ☐ A property and / or legal description of the site.
- D. ☐ The applicable fee.
- E. ☐ Evidence for adequate water supply as required by RCW 19.27.097 or a copy of an application for city of Gig Harbor water concurrency determination, per GHMC 19.10.011(A).
- F. ☐ Evidence of sewer availability or a copy of an application for city of Gig Harbor sewer concurrency determination, per GHMC 19.10.011(A).
- G. ☐ A completed transportation concurrency application and traffic report, per GHMC 19.10.011(A).

In addition to requirements of GHMC 19.02.002 please provide:

- 1 ☐ 5 complete sets of submittal materials including wetland reports and traffic reports. Plan sets are to be of the same size sheets collated and bound, (preferred size of 24" x 36"). Please provide 2 sets of reduced size 11"x17". Please tile sheets if needed to meet required scale.

If your project requires multiple permits, only 5 sets, plus 2 reduced sets, are required. Please combine the requirements of all permits into the bound sets.

- 3 ☐ 2 sets of mailing labels of property owners within 300 feet of the project property.

- 4 ☐ An environmental checklist when required (12 copies).

Preliminary Plat

16.05.001

Requirements for a complete application

- B. ☐ Application Contents. In addition to the requirements for a complete application as set forth in **GHMC 19.02.002**, an applicant for a preliminary plat shall submit the following:
 - 1 ☐ A map or sketch using a scale of 100 feet to one inch or larger, showing:
 - a. Topographical and other data depicting
 - ☐ i. Boundary lines including bearing and distance;
 - ☐ ii Easements, including location, width and purpose;
 - ☐ iii Streets on and adjacent to the tract, including name and right-of-way width and location; type, width and elevation of surfacing, walks, curbs, gutters, culverts, etc.;

- ☐ iv. Ground elevations on the tract, based on a datum plane approved by the city engineer; for land that slopes less than approximately two percent, show spot elevations at all breaks in grade, along all drainage channels or swales, and all selected points not more than 100 feet apart in all directions; for land that slopes more than approximately two percent, either show contours with an interval of not more than five feet if ground slope is regular and such information is sufficient for planning purposes, or show contours with an interval of not more than two feet if necessary because of irregular land or need for more detailed data for preparing plans and construction drawings:
- ☐ v. Other conditions on adjacent land, including approximate direction and gradient of ground slope, including any embankments or retaining walls; character and location of buildings, railroads, power lines, towers, and other nonresidential land uses or platted land within 300 feet of the subject property. Refer to subdivision plat by name, recording date, volume and page number, and show lot size, and dwelling units;
- ☐ b. Utilities on and adjacent to the tract, including, location, size and invert elevation of sanitary, storm and combined sewers; location and size of water mains; location of gas lines, fire hydrants electric and telephone poles, and street lights. If water mains and sewers are not on or adjacent to the tract, indicate the direction and distance to, and size of nearest ones, showing invert elevation of sewers;
- ☐ c. Other conditions on the tract including watercourses, marshes, rock outcrop;
- ☐ d. Zoning district designations, on and adjacent to the tract;
- ☐ e. Proposed public improvements, including highways or other major improvements planned by public authorities for future construction on or near the tract;
- ☐ f. Vicinity showing location of the tract;
- ☐ g. Sites, if any, to be reserved or dedicated for parks, playgrounds, or other public uses;
- ☐ h. Sites, if any, for multifamily dwellings, shopping centers, churches, industry or other nonpublic uses exclusive of single-family dwellings;
- ☐ i. Minimum building setback lines;
- ☐ j. Site date, including number of residential lots, typical lot size, and acres in parks, etc.;
- ☐ k. Plat name, scale, north arrow and date;
- ☐ l. Typical cross-sections of the proposed grading, roadway and sidewalk;
- ☐ m. Proposed sanitary, storm water and water systems plan with points of connection, grades and sizes indicated;
- 2 ☐ Title and certificates, including a legal description according to official records in the office of the county auditor; pertinent survey data compiled as a result of a survey made by or under the supervision of a land surveyor registered in the state and engaged in land surveying which contains notation stating acreage, scale, north arrow, datum, bench marks, certification of registered civil engineer or surveyor, date of survey;

3 ☐ Draft of proposed covenants, if any.

This checklist is intended as a guide for applicants and is not a substitute for the applicable code sections