

City of Gold Bar

EST. 1910



107 – 5th Street, Gold Bar, WA 98251

SHORT PLATS APPLICATION

Subdivision of land into four (4) or fewer lots, tracts, parcels, sites, or divisions for the purpose of sale, lease, or transfer of ownership requires approval as short plats recorded by the city prior to any change of ownership. Short plats are approved by the city administration. Property in short plats may not be further divided in any manner within a period of five years, except that when the short plat contains less than four parcels, the owner may (within the five year period) file an alteration to create up to a total of four lots within the original short plat boundaries. Short plats are described in by the City of Gold Bar, Chapter 16.08 GBMC.

Criteria for approval – the city will review short plat applications and may approve, approve with conditions, or deny the application. A short plat may be approved only if all of the following criteria can be met:

1. The application complies with the city's requirements (Chapter 16.08 GBMC).
2. Appropriate provisions are made for, but not limited to, the public health, safety and general welfare, open spaces, drainage ways, streets or roads, alleys, other public ways, transit stops, potable water supplies, sanitary wastes, parks and recreation, playgrounds, schools and school grounds, and shall consider all other relevant facts, including sidewalks and other planning features that assure safe walking conditions for students who walk to and from school.
3. The public interest will be served by the subdivision and any dedications.

The applicant has the burden of proving that the proposed short subdivision meets all of the criteria described above. Thorough documentation of the proposal's compliance with the criteria will greatly assist in the short subdivision consideration process and improve the likelihood of approval. *Applicants are encouraged to attend a pre-application meeting with city staff prior to submitting an application.* The formal short subdivision consideration procedure is:

Short Plat Approvals

1. Five (5) copies of the application packet must be submitted, each including:
 - a) A completed application cover sheet.
 - b) A sketch or map (the Short Plat) as described under **Submittal Requirements**. (Note that the original Mylar must also be submitted.)
 - c) A certificate giving full and complete description of the lands divided as they appear on the short plat, including a statement that the short plat has been made with free consent and in

accordance with the desires of the owner(s). If the short plat includes a dedication, the certificate must also contain the dedication of all streets and other areas open to the public, and individual(s), religious society or societies, or to any corporation, public or private, as shown on the short plat. Short plats with dedications also require waiver of all claims for damages against any governmental authority which may be occasioned to the adjacent land by the established construction, drainage, and maintenance of the road. The certificate must be signed and acknowledged before a notary public by all parties having an interest in the lands subdivided.

2. The city will evaluate the proposed short plat using the criteria. The applicant should be available for questions during this period. Following evaluation, the city will either approve, approve with conditions, or deny the application.
3. The approved short plat will be filed for record after the application has constructed or bonded for all improvements required by the city in the final approval decision.

Submittal Requirements

Short plat application submittals shall be in the form of one (1) Mylar original and four (4) copies on sheets 18" by 24" in size including the following:

1. A vicinity map extending at least eight hundred feet (800') in each direction from the proposed short plat, or further if necessary to assist in locating the short plat. The vicinity map shall be drawn to a scale of one inch equals eight hundred feet (1" = 800').
2. A title block in the lower right hand corner of the short plat map showing:
 - a) The proposed name of the short plat.
 - 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 short plat.
3. A detailed plan of the proposed short plat drawn to a scale of one inch equals one hundred feet (100') or larger. The detailed plan shall clearly show the following information:
 - a) North arrow.
 - b) The location, names and right-of-way widths of all existing and proposed streets and driveways within two hundred feet (250') of the boundaries of the proposed short plat.
 - c) The location, names and right-of-way widths of all proposed streets within the proposed short plat and their proposed paved width.
 - d) Lot layout with lot line dimensions and the square feet contained in each lot.
 - e) The location and use of all existing buildings within the proposed short plat indicating which buildings are to remain and which are to be removed.
 - f) The use and approximate location of all buildings within one hundred fifty feet (150') of the boundaries of the proposed short plat.

- g) The location, size, and use of all contemplated and existing public areas within the proposed short plat, and a description of the adaptability of the area for the uses contemplated.
 - h) The location, size, and kind of public utilities in or adjacent to the proposed short plat indicating those utilities which will provide service to the proposed development and their planned location within the short plat.
 - i) Location and disposition of any wells, creeks, drainage course, septic tanks, drain fields, 100-year floodplain boundary and easement in or within two hundred feet (200') of the proposed subdivision.
 - j) Topography and five foot (5') contours certified by the engineer or surveyor within the proposed short plat; or, as an alternative, in the case of a partition of one (1') or two foot (2') contours may be required at the discretion of the city administrator.
 - k) Topography and at least ten foot (10') contours outside, but within two hundred feet (200'), of the proposed short plat. The base for such information shall be the National Geodetic Survey (U.S.G.S).
 - l) The location of all trees more than six inches (6") in diameter at a height of four feet (4') above grade within the proposed subdivision, and for one hundred fifty feet (150') beyond the terminus of all dead end streets (individual trees in a stand of five trees or more need not be shown, but the area (dripline) covered by the stand shall be shown).
4. Profiles of all proposed streets within the proposed short plat showing the grades to which the streets will be built and the existing groundline of the proposed streets, including the probable future extensions of any stub (dead end) streets for a maximum distance of one hundred fifty feet (150') beyond the boundaries of the short plat.
5. Survey information including a full set of survey notes which shall clearly show:
- a) The ties to each monument established for the short plat.
 - b) All necessary controlling reference points or monuments.
 - c) Sufficient data to determine readily the bearing and length of each line which may be in form of computer printout sheets or coordinate sheet.
 - d) The base meridian referred to showing its relation to true north based on Polaris observation or tie to National Ocean Survey (USC and GS) triangulation system, or other control acceptable to the city engineer.
 - e) Complete subdivision of the section or sections, or as much thereof as necessary to properly orient the plat within same.
 - f) Corners of adjoining subdivision or portions thereof, with ties.
 - g) Primary survey control points referenced to section corners and monuments.
6. The location of every permanent survey control monument for the short plat.
7. Such other additional information as the city administrator deems necessary.

TYPE 1	TYPE 2	TYPE 3	TYPE 4	TYPE 5
Permitted uses not requiring site plan review	Short plat	Preliminary subdivisions, plat vacations, and alterations	Final subdivision plats	Comprehensive plan amendments
	Sign permits	Site plan		Development Regulations
		CUP/variances/special use permits		Zoning text amendments
	Land clearing/grading	Shoreline Management permits		
Temporary uses authorized by Chapter 17.64	Revisions to shoreline management permits			
	Administrative Interpretation	Site-specific rezones		
		Application of Section 17.40.080 performance standards		
	Floodplain permits			

Decision Procedure
Project Permit Application Procedures

	TYPE I	TYPE II	TYPE III	TYPE IV	TYPE V
Recommendation made by	City staff	City staff	City staff	City staff	Ad-Hoc
Final decision made by	Admin	Admin	Hearing Examiner	Hearing Examiner	City Council
Notice of application	No	No	Yes	No	No
Open record public hearing	Only if appealed, open record public hearing before Hearing Examiner	Only if appealed, open record public hearing before Hearing Examiner	Yes, before the Hearing Examiner	No	By specific regulations before the Council
Administrative appeal	Before Hearing Examiner	Before Hearing Examiner	No	No	No

19.01.040 – Joint public hearing

A. Decision to hold joint hearings. The Hearing Examiner or Public Works Director may combine any public hearing on a project permit application with any hearing that may be.

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REQUIRED APPLICATION INFORMATION (ALL Permits)

If it is necessary to submit applications for more than one permit, just fill out the page once.

Property Owner's Name: _____

Affidavit of Ownership: _____
(Attached) Address _____

Phone/Fax: _____

Email: _____

Applicant/Agent's Name: _____

Address: _____

Phone/Fax: _____

Email: _____

Project Site Address: _____

Tax Parcel Number(s): _____

Legal Description: _____
(Maybe on a separate sheet)

Project Name (If Applicable): _____

Permits Needed (Check all that Apply)

Short Plat	Lot Line Adjustment
Preliminary Plat	Final Plat
Conditional Use Permit	Rezone
Variance	Critical Area Exception
Clearing & Grading	Shoreline Development
Shoreline Variance	Shoreline Conditional Use



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ADDRESS LABEL REQUIREMENTS

Snohomish County Assessors or title insurance company self-adhesive address labels are required for:

Zoning Reclassifications
Variance Applications
Subdivision Applications
Alteration and Vacation of Plats
Shoreline Variances
Shoreline Conditional Use Permits
Conditional Use Applications

The following items are required:

1. Labels showing the Assessor's tax account/parcel number, the name, and the address of all owners of property within three hundred (300) feet of the boundaries of the subject property for which the permit is sought;
2. An Assessor's map with the subject property highlighted and all parcels within the required three hundred (300) foot distance (adjacent maps may be necessary in case of overlaps.) as measured from each corner of the subject property. Draw a circle from each corner on your copy of the map. Draw connector lines from each circle to the next to eliminate mistakes in measuring.

City of Gold Bar

Mailing Address: 107 5th Street, Gold Bar WA 98251

Submit by email to: d.beaston@cityofgoldbar.us

Phone: (360)-793-1101 Fax: (360)-793-2282

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Notice of Intent

Date: _____

Name & Mailing Address of Applicant: _____

Name & Mailing Address of Contact: _____

Phone: _____ Fax: _____

Email: _____

Address & Location (Including tax number) for all properties involved:

Please provide the following information so that we can assist you with the proper permit applications and background data. This Notice of Intent is an initial phase of the City of Gold Bar Lane Use processing procedure and does not constitute a formal submittal for approval.

This Notice of Intent will also initiate an on-site review by planning personnel from the City of Gold Bar for site review and assessment purposes. There is no fee for this process.

Thank you for your cooperation.

GENERAL

1. Give a brief outline of the proposed action. Be sure to include any information you may have acquired from proposed contractors, engineering plans or past environmental review.

2. Describe any changes you plan to make for roads, drainage, or excavation.

Signature of proponent

Date

LAND USE ACTION PROJECTS

Please check all that apply. This application includes:

Construction of Private Driveway	New Access to Public Road
Re-establishment of Existing Road	Temporary Access (DNR Trail Permit)
Construction of New Public Roadway	Construction of Driveway for ____ Residences
Construction of Roadway for Commercial Access	Clearing or Thinning of Existing Timber
Critical Areas/Sensitive Areas	

Creation of 1 Additional Lot	Size:
Creation of 2 to 4 lots	Avg. Size:
Creation of more than 4 Lots	Avg. Size:

Single Family Residence(s)	#
Multi Family Dwelling(s)	#
Commercial Building(s)	#

Check the following which apply to the property proposed for development:

Used as agricultural land in the last 5yrs	Planned for continued agricultural use
Existing forested land	Planned for re-planting (per DNR)
Used as commercial property in last 5yrs	Planned for future commercial use
Existing residence ____ Existing Building ____	Building(s) to be demolished

Existing petroleum underground tank
Steep slopes

Existing stream, creek, river or other waterway ____ Existing wetland ____ Seasonal waterway
Unsure of the designation for waterway or wetland
(Include information for areas within 200 feet of the property line)

Development/Activity planned along and/or adjacent to existing waterway or wetland:

Riprap/Bank Stabilization	Logging, Clearing, or Thinning	Construction
Remodel	Flood Protection Activity	

Construction will include:

Well	On-site Septic System
Mobile or Modular Home	Plumbing Fixtures
Gas Fixtures	Electrical
Other:	

Signature: _____ Date: _____

NOTICE OF INTENT

2 Part:

General

(page 1 & 2) for remodel, additions and minor construction

Lane Use Action

(page 1, 2, 3 & 4) for all new construction, plats and short plats

***REMINDER:**

This document does not initiate a formal application/ this is an information gathering process only.

ACTION:

Issue to all prospective applicants

Include any up to date handout information available

RETURN OF NOTICE OF INTENT

Note day of submittal when returned on "checklist"

Issue #, initiate tracking/checklist sheet

Establish Project File

City of Gold Bar

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CERTIFICATE OF APPLICANT STATUS

I/we, _____, hereby certify that I am/we are the owner(s) of the property legally described as: _____

My/our Address is: _____

I/we further certify that I/we authorize: _____ to act as my/our representative and proceed with work on my/our property: _____

AND/OR

I/we give permission to _____ too act on the behalf of this property in acquiring permits for the work and designate that

_____ will work directly with _____ for such purposes.

Signed: _____ Date: _____

_____ Date: _____

State of _____)

ss.

County of _____)

On this day personally appeared before me: _____

To me known to be the individuals(s) described in and who executed the within and foregoing instrument and acknowledged to me that _____ signed the same as free and voluntary act and deed for the purposes therein mentioned.

Given under my hand and official seal this _____ day of _____, _____

NOTARY PUBLIC in and for the State of _____, Residing in: _____

Signed _____

City of Gold Bar

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Water Verification Letter

This letter is a verification that the City of Gold Bar will provide water service to the following address.

Name of Property Owner: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Address of New Water Service: _____

Property Legal Description: Section: _____

Township: _____

Range: _____

Tax No: _____

Purpose of Water Service: Residential: _____ Commercial: _____

Size of Water Service Tap: _____

Check One

(1") _____

(3") _____

(1 1/2") _____

(4") _____

(2") _____

(6") _____

*If owner opts not to abandon well in accordance with Department of Health specifications, the owner shall install a double check valve assembly. Assemblies will be tested annually by the City of Gold Bar with the cost of testing billed to the landowner. The City of Gold Bar shall require a physical separation from the municipal water system of all alternate water sources to the residence/property.

**Commercial water service connections may have additional requirements for backflow prevention per Public Works Department.

Owner required to provide drawing showing proposed location of water service from building to meter prior to water service installation.

Owner Signature: _____

Verification Fee Paid: _____ Date: _____ Expiration Date: _____

City of Gold Bar, Water System Manager: _____

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Chapter 17.16 - R7200 SINGLE-FAMILY RESIDENTIAL, PRE-PLATTED ZONE

Sections:

17.16.010 - Purpose.

The purpose and function of the R7200 (single-family residential, pie-platted) zone is to provide a higher density of development on pre-platted lots within the central core of the community and to provide for and protect areas for a land development density designed to meet contemporary building and living standards primarily on the fringes of intense residential development or where public sanitary facilities are provided.

(Ord. 543 § 1 (part), 2001)

17.16.020 - Permitted uses.

The following uses are permitted in an R7200 zone:

A. Single-family dwelling;

B. Home occupations, provided that the following conditions are met:

1. Not more than one (1) person outside the family being engaged in the same,
2. The occupation is secondary to the use of the dwelling for dwelling purposes,
3. There is no external display of merchandise. No sales or fees for the use of merchandise shall be made in the dwelling or on the premises, except that produced by the inhabitants,
4. The home occupation does not generate any noise that can be heard beyond the property lines of the home,
5. The use does not involve more than one-fourth ($\frac{1}{4}$) the square footage of the building,
6. Signs in connection with the use shall be permitted provided that the signs shall be unlighted, shall not exceed two (2) square feet, with maximum of two (2) inch high letters, and shall be attached flat to the main building,
7. The home occupation shall in no way affect the appearance of the

principal building and the lot as a residence including the addition of accessory buildings that are not associated with residential uses,

8. The home occupation shall in no way generate debris that would possibly produce litter,
9. The home occupation shall not generate more than ten (10) trips per day, nor involve the parking of more than an additional two (2) vehicles per day,
10. Except as expressly permitted by this section, the home occupation shall in no way detract from the residential character of the neighborhood and shall not unreasonably interfere with the use of adjoining properties. The home occupation should be conducted in such a manner that adjoining property occupants aren't reasonably aware that the applicant is conducting a business on his/her property,
11. Home occupations permits shall qualify as a permit exempt from regulatory reform requirements specified in GBMC Section 19.01.070(B). The city clerk-treasurer shall review and approve all home occupation permits. Staff shall mail notice of a home occupation application to owners of adjoining properties, using mailing addresses from the Snohomish County Assessor's Office. Public right-of-way shall be deleted in a determination of adjoining properties. Staff shall mail the notice at least ten (10) days before the city clerk-treasurer makes a decision on the permit application. The city clerk-treasurer shall have the authority to condition the permit approval in order to insure compliance with applicable permit criteria,
12. The home occupation does not include any marijuana related business;
 - C. Fallout shelters as accessory or principal uses;
 - D. Off-street parking and private garages;
 - E. Conservatories, greenhouses and structures for plants and flowers not in conjunction with commercial use;
 - F. Installation of transmission facilities for use in connection with a public or private utility;
 - G. Swimming and wading pools for the sole use of occupants and guests; provided, that the pool complies with the following conditions:
 1. No part of the pool shall project more than four (4) feet above the

adjoining ground level in a required front yard or side yard,

2. The pool shall be no closer than five (5) feet to any side, front or rear yard line,
3. Pools that contain water over twenty-four (24) inches deep shall be enclosed with a fence of sufficient design and strength to keep out children. This includes in-ground, above ground and on-ground swimming pools and fixed-in-place wading pools. Such fence shall be sight obscuring and no less than four (4) feet high;

H. Family day care home;

I. Foster home;

J. Public recreational facilities;

K. Residential care homes;

L. Family care home;

M. Family rehabilitative home;

N. Repealed by Ord. 562;

O. Assessory structures, subject to the following condition:

1. A maximum of three (3) accessory structures shall be allowed per building lot;

P. Temporary structures, subject to the following conditions:

1. Must be constructed of noncombustible materials,
2. Temporary structures will apply to residential zones only,
3. Shipping containers located in a residential zone and used for storage shall be limited to one hundred twenty (120) square feet or less and include sight-obscuring screening;

Q. Outdoor Storage of Vehicles. The personal, noncommercial outdoor storage of vehicles and vehicle accessories is permitted in the residential single-family zones, provided the following standards are met. For purposes of this section, "storage" means the keeping of such vehicles and accessories on any portion of any parcel of property for a period of seventy-two (72) continuous hours:

1. No more than two (2) junk vehicles, as defined by GBMC Section

8.16.050(Y), may be stored on a residential lot at any one (1) time. The outdoor storage of junk vehicles, or parts thereof, and vehicle accessories such as camper shells and equipment trailers shall be screened from neighboring properties and public rights-of-way and prohibited from required front and street side yards setbacks,

2. All junk vehicles stored on a residential lot must be registered to the occupant of the residence located on such lot,
3. Any person who desires to restore or repair a junk vehicle must first apply for and obtain a restoration permit from the public works director. A restoration permit is valid for one (1) year from the date of issuance and may be extended for a second one (1) year term by the public works director,
4. In no event shall any property zoned single-family residential be used for the purpose of storing for any period of time more than one (1) junk vehicle having more than two (2) axles or exceeding eighty-four (84) inches in width, and intended for commercial use such as a truck tractor, truck trailer or other truck. Such vehicle shall be stored within a building or be otherwise screened so as not to be visible from another property or from any public right-of-way.

(Ord. 595 § 48, 2005; Ord. 572 § 2, 2003; Ord. 562 § 2, 2002; Ord. 549 § 1, 2001; Ord. 543 § 1 (part), 2001)

(Ord. No. 648, § 1, 11-12-2013)

17.16.030 - Conditional uses.

Because of their size or effect upon the surrounding property, the following uses of land will only be permitted upon issuance of a conditional use permit. The purpose of this section is to better protect the higher uses of land and assist the stabilization of property values, and to further the purpose as set forth in Section 17.04.010.

- A. Temporary tract offices for the sale of real estate in connection with subdivision;
- B. Public or private utility buildings, governmental and public buildings or structures, and assembly halls, provided that:
 1. They must be located twenty (20) feet or more from any other lot in the residential zone,

2. They must be shielded from abutting properties and highways by a sight-obscuring fence or protective strip of trees or shrubs;
- C. Accessory buildings exceeding one thousand (1,000) square feet in gross building are subject to the following conditions:
1. The building shall be sited and designed so that its height, size, appearance, and proposed use shall not unduly detract from the value of surrounding properties or alter the character of the neighborhood in which it is located;
- D. Churches;
- E. Boarding houses and bed and breakfast housing; provided that:
1. There be no more than three (3) bedrooms for rent;
- F. Duplexes, provided that:
1. No two (2) duplexes shall be less than two hundred fifty (250) feet apart, as measured from the building footprints,
 2. A site plan for the duplex, at a scale of one (1) inch per five (5) feet, that shows the location of all structures, parking and any proposed landscaping, and
 3. The building design and parking are compatible with surrounding homes.

(Ord. 562 § 3, 2002; Ord. 543 § 1 (part), 2001)

17.16.040 - Lot area.

Lot area for each single-family dwelling shall be seven thousand two hundred (7,200) square feet or more. The lot area for each single-family dwelling with on-site sewage systems shall be twelve thousand five hundred (12,500) square feet. Existing platted lots smaller than twelve thousand five hundred (12,500) square feet, and served by on-site septic systems, shall only be allowed to be developed in accordance with all other applicable building codes and development regulations and the Snohomish County Health District and Department of Ecology requirements.

(Ord. 595 § 21, 2005; Ord. 543 § 1 (part), 2001)

17.16.050 - Lot width and front lot lines.

Lot width shall be no less than sixty (60) feet, except where:

- A. Lot frontage bordering a cul-de-sac, lot width shall be no less than forty (40) feet.

(Ord. 543 § 1 (part), 2001)

17.16.060 - Yards

There shall be a minimum building setback from the centerline of rights-of-way (R/W) as indicated in the following table, unless modified in Sections 17.16.020 and 17.16.030.

A. Front

	Building Setback
Public rights-of-way	½ rights-of-way, plus 20 feet
Private rights-of-way	½ private road, plus 20 feet

- B. Side. The sum of the side yards shall not be less than ten (10) feet with no side yard less than five (5) feet; provided corner lots shall observe the front setback requirements from both streets or private roads. Setback encroachment will be allowed for temporary structures upon review and authorization of the building inspector or his designee ,but under no circumstances be less than three (3) feet from property line.

- C. Rear. Five (5) feet minimum.

(Ord. 543 § 1 (part), 2001)

17.16.070 - Height regulations.

Building height shall not exceed twenty-five (25) feet.

(Ord. 543 § 1 (part), 2001)

17.16.080 - Lot coverage.

The total building area of all buildings shall not exceed thirty-five (35) percent of the lot area.

(Ord. 543 § 1 (part), 2001)

Title 16 - SUBDIVISIONS^[1]**Chapters:****Chapter 16.04 - GENERAL PROVISIONS—ENFORCEMENT****Sections:****16.04.010 - Title.**

This title shall be known as the "Subdivision Code for the city of Gold Bar."

(Ord. No. 663, 8-19-2014)

16.04.020 - Purpose.

The purpose of this title is to regulate the subdivision of land and to promote the public health, safety and general welfare in accordance with standards established by the state to prevent the overcrowding of land; to lessen congestion in the streets and highways; to promote effective use of land; to promote safe and convenient travel by the public on streets and highways; to provide for adequate light and air; to facilitate adequate provision for water, sewerage, parks and recreation areas, sites for schools and school grounds and other public requirements; to provide for proper ingress and egress; to provide for the expeditious review and approval of proposed subdivisions which conform to zoning standards and local plans and policies; to adequately provide for the housing and commercial needs of the citizens of the state; and to require uniform monumenting of land subdivisions and conveyancing by accurate legal description.

(Ord. No. 663, 8-19-2014)

16.04.030 - Unlawful acts.

It is unlawful for any individual, firm, association, syndicate, co-partnership, trust or any other legal entity, as a principal, agent or otherwise to offer to sell, to contract to sell, or to sell any subdivision of land or any part thereof in the city, unless and until all the requirements hereinafter provided, including any conditions imposed pursuant to this chapter, have been satisfied. The public works director or his/her designee shall serve as the enforcement officer for this title.

(Ord. No. 663, 8-19-2014)

16.04.040 - Violations—Penalties.

- A. Any person, firm, corporation or association or any agent of any person, firm, corporation or association who violates any provision of this title or RCW Chapter 58.17 relating to the sale, offer for sale, lease, transfer of any lot, tract, or parcel of land, shall be guilty of a gross misdemeanor and each sale, offer for sale, lease or transfer of each separate lot, tract, or parcel of land in violation of any provision of this title or RCW Chapter 58.17 shall be deemed a separate and distinct offense.
- B. Whenever land within a subdivision granted final approval is used in a manner or for a purpose which violates any provision of this title or RCW Chapter 58.17, or any term or condition of plat approval prescribed for the plat by the city, then the prosecuting attorney, or the attorney general if the prosecuting attorney shall fail to act, may commence an action to restrain and enjoin such a use and compel compliance with this title or RCW Chapter 58.17, or with such terms or conditions. The costs of such action shall be taxed against the violator.

(Ord. No. 663, 8-19-2014)

16.04.050 - Administrative standards.

Whenever, in the course of administration and enforcement of this title, it is necessary or desirable to make any administrative decision, then, unless other standards are in this title provided, the decision shall be made so that the result will not be contrary to the purpose of this title, or injurious to the surrounding neighborhood.

(Ord. No. 663, 8-19-2014)

16.04.060 - Exemptions.

- A. This title shall apply to all subdivision of land for any purpose, except the following:

1. Cemeteries and other burial plots while used for that purpose;
2. Divisions of land into lots or tracts, each of which is 1/128 th of a section of land or larger, or five (5) acres or larger if the land is not capable of description as a fraction of a section of land; provided, that for purposes of computing the size of any lot under this subsection which borders on a street or road, the lot size shall be expanded to include that area which would be bounded by the centerline of the road or street and the side lot lines of the lot running perpendicular to such centerlines;
3. Divisions made by testamentary provision, or the laws of descent;
4. A division made for the purpose of adjusting boundary lines which does not create any additional lot, tract, parcel, site, or division nor create any lot, tract, parcel, site, or division which contains insufficient area and dimension to meet minimum requirements for width and area for a building site;
5. A division for the purpose of lease when no residential structure other than mobile homes or travel trailers are permitted to be placed upon the land when the city has approved a binding site plan for the use of the land. Any conditional use permit required for a travel trailer or mobile home park within the Gold Bar zoning code shall be construed as requiring a binding site plan that exempts it from subdivision review. "Travel trailers" for purposes of the Gold Bar zoning code shall be construed as including "recreational vehicles".

(Ord. No. 663, 8-19-2014)

16.04.070 - Relationship of other laws.

Whenever regulations or restrictions imposed by this title are either more or less restrictive than regulations or restrictions imposed by any governmental authority through legislation, rule or regulation, the regulations, rules or restrictions which are more restrictive or which impose higher standards or requirements shall govern. Regardless of any other provision of this title, no land shall be divided in violation of any state or federal pollution control or environmental protection law or regulation.

(Ord. No. 663, 8-19-2014)

16.04.080 - Amendment.

Any amendment of any of the sections of this title shall be subject to the same amendment procedures adopted by the city for the amendment of the Gold Bar zoning code.

(Ord. No. 663, 8-19-2014)

Chapter 16.06 - DEFINITIONS

Sections:

16.06.010 - Definitions.

Definitions pertinent and appropriate to the enforcement of these subdivision regulations are set forth as a matter of clarification for those instances where words or phrases may have a technical meaning not commonly understood or defined.

- A. "Alley" means a minor way used primarily for vehicular service access to the back or side of properties otherwise abutting on a street, and not intended for general travel.
- B. "Arterial street and/or public highway" means the existing or proposed major or secondary public thoroughfare for the public use of fast, through and heavy traffic.
- C. "Block" means a group of lots, tracts, or parcels within well-defined and fixed boundaries.
- D. "Building line" means a line extending across the full width of a lot, parallel to the street right-of-way, and in front of which no building or structure may be

constructed.

- E. "City engineer" means an appointed city engineer. In the absence of an appointed city engineer, the public works director shall serve as the city engineer.
- F. "Collector arterial" means streets which carry traffic from minor streets to the major system of arterial streets and highways, including the principal entrance street to a residential development, and which serves twenty-five (25) to fifty (50) dwelling units.
- G. "Comprehensive plan" means the plan adopted pursuant to the most current version of Gold Bar Municipal Codes and ordinances.
- H. "Critical/sensitive areas" means those areas that meet the physical characteristics for critical/sensitive areas, as defined in the most current version of Gold Bar Municipal Codes and ordinances.
- I. "Cul-de-sac" means a short street having one (1) end open to traffic and being terminated at the other end by a vehicular turnaround.
- J. "Dedication" is the deliberate appropriation of land by an owner for any general or public uses, reserving to the owner no other rights than such as are compatible with the full exercise and enjoyment of the public use to which the property has been devoted.
- K. "Depth of lot" means the average distance from street right-of-way to the rear lot line, which is the lot line opposite and most distant from the right-of-way line.
- L. "GBMC" means Gold Bar Municipal Code.
 - M. "Final plat" is the accepted plan of the subdivision or dedication, or any portion thereof, prepared on Mylar (reproducible) for filing and recording and containing those elements and requirements set forth in this title. After the county auditor has recorded the final plat, it shall thereafter be known as an authorized plat, subdivision or dedication.
- N. "Final short plat" is the accepted plan of the short subdivision, or any portion thereof, prepared on Mylar (reproducible) for filing and recording and containing those elements and requirements set forth in this title. After the county auditor has recorded the final plat, it shall thereafter be known as an authorized short plat or short subdivision.

- O. "Local access A" means a street that serves five (5) to twenty-five (25) dwelling units.
- P. "Local access B" means a street that serves four (4) or less dwelling units.
 - Q. "Lot" means a fractional part of divided lands having fixed boundaries, being of sufficient area and dimension to meet minimum zoning requirements for width and area. The term shall include tracts or parcels.
- R. "Minor arterial" means a street of exceptional continuity, either existing or proposed, that is intended to carry a heavy portion of through traffic from one (1) distant area to another and includes any street shown on the comprehensive plan.
- S. "Owner" means any individual, firm, association, syndicate, co-partnership or corporation having sufficient proprietary interest in the land sought to be subdivided to commence and maintain proceedings to develop land under this code.
- T. "Performance bond or guarantee" means that security which may be accepted in lieu of a requirement that certain improvements be made prior to final plat approval, including performance bonds, escrow agreements, and other similar collateral or surety agreements.
- U. "Place or court" means a public way, analogous to a cul-de-sac except that width of public access right-of-way shall be variable with the number of units to be served.
- V. "Plat" means a map or representation of a subdivision showing the division of a tract or parcel of land into blocks, streets, or other divisions and dedications.
- W. "Preliminary plat" means a neat and accurate drawing of a proposed subdivision showing the layout of streets, alleys, lots, blocks, and other elements of a plat or subdivision which is consistent with the requirements of this title.
- X. "Preliminary short plat" means a neat and accurate drawing of a proposed short subdivision showing the layout of streets, alleys, lots, blocks, and other elements of a short plat or short subdivision which is consistent with the requirements of this title.
- Y. "Public right-of-way" means any defined area dedicated to public use for vehicular and/or pedestrian use.
- Z. "Public highway"—See "arterial street".

- AA. "Roadway" means that portion of a street intended for the accommodation of vehicular traffic, generally within curb lines.
- BB. "Shall" is mandatory and not directory.
 - CC. "Short plat" means the map or representation of a short subdivision.
- DD. "Short subdivision" means the division or re-division of land into four (4) or fewer lots, tracts, parcels, sites, or divisions for the purpose of sale, lease, or transfer of ownership.
- EE. "Subdivider" is any person, association, syndicate, co-partnership, trust, firm, corporation, or other ownership entity making, or having made, a subdivision or short subdivision.
- FF. "Subdivision" means the division or re-division of land into five (5) or more lots, tracts, parcels, sites or divisions for the purpose of sale, lease or transfer of ownership.
- GG. "Watercourse" means any portion of a channel, bed, bank, or bottom waterward of the ordinary high water line of waters of the state including areas in which fish may spawn, reside, or through which they may pass, and tributary waters with defined beds or banks, which influence the quality of fish habitat downstream. This includes watercourses that flow on an intermittent basis or which fluctuate in level during the year and applies to the entire bed of such watercourse whether or not the water is at peak level. This definition does not include irrigation ditches, canals, stormwater run-off devices, or other entirely artificial watercourses, except where they exist in a natural watercourse that has been altered by humans.
- HH. "Well" means a bored, drilled, or driven shaft, or a dug hole whose depth is greater than the largest surface dimension for the purpose of withdrawing or injecting water or other liquids.
 - II. "Well-head Protection Area (WHPA)" means a portion of a zone of contribution for a well, well-field or spring, as defined using criteria established by the state Department of Ecology.
 - JJ. "Wetlands" mean those areas that are inundated or saturated by surface or groundwater at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation, typically adapted for life in saturated soil conditions. Wetlands generally include natural ponds,

swamps, marshes, bogs, and similar areas. Wetlands do not include those artificial wetlands intentionally created from non-wetland sites, including, but not limited to, irrigation and drainage ditches, grass-lined swales, canals, detention facilities, wastewater treatment facilities, farm ponds, and landscape amenities, or those wetlands created after July 1, 1990, that were unintentionally created as a result of the construction of a road, street, or highway. Wetlands may include those artificial wetlands intentionally created from non-wetland areas to mitigate the conversion of wetlands.

KK. "Zoning ordinance" means Title 17 of the Gold Bar Municipal Code.

(Ord. No. 663, 8-19-2014)

Chapter 16.08 - SHORT SUBDIVISION

Sections:

16.08.010 - Outline of procedures.

The procedure for the review, approval and construction of short subdivision shall consist of the steps below—each step is a prerequisite to a subsequent step.

- A. The applicant, or his representative, informally reviews, the proposal with the public works director in a pre-application conference as required by Section 16.12.030.
- B. A short plat application in conformance with Section 16.08.030 is submitted to the public works director.
- C. The public works director approves or denies the preliminary short plat.
 - D. All required short preliminary short plat improvements are either completed, or security for the improvements is executed, as required in Section 16.12.090.
- E. A short plat conforming to the requirements of Section 16.08.140 is submitted to the public works director.
- F. The short plat is signed by the city and filed with the county and a copy returned to the city.

(Ord. No. 663, 8-19-2014)

16.08.020 - Duties of the public works director.

The public works director shall administer and coordinate all matters concerning short subdivisions and shall be responsible for their approval or disapproval.

(Ord. No. 663, 8-19-2014)

16.08.030 - Application.

Short subdivision applications are subject to the application requirements for regular subdivisions, as identified in Section 16.10.030.

(Ord. No. 663, 8-19-2014)

16.08.040 - Notice to Department of Transportation.

Upon the filing of an application for a short plat that is for a short subdivision located adjacent to the right-of-way of a state highway, the public works director shall give written notice of the

application, including a legal description of the short subdivision and a location map, to the Washington State Department of Transportation.

(Ord. No. 663, 8-19-2014)

16.08.050 - Public works director review.

The public works director shall review a preliminary short plat pursuant to the criteria specified in Chapter 16.12 GBMC. The public works director shall then issue written findings of fact and conclusions of law that specify how and whether the short plat conforms with the criteria specified in Chapter 16.12 GBMC and any mitigation measures that may be necessary to comply with the review criteria. The public works director shall approve, or approve with conditions, the short plat if it complies with the criteria of Chapter 16.12 GBMC. The public works director shall deny the short plat if it does not comply with the criteria specified in Chapter 16.12 GBMC. Approval by the public works director shall also be contingent upon approval from the health department of the adequacy of septic tank conditions.

(Ord. No. 663, 8-19-2014)

16.08.060 - Environmental analysis.

- A. All actions by the city in approving a short plat shall be exempt from any environmental analysis or environmental impact statement as required by the Washington State Environmental Policy Act (SEPA), RCW Chapter 43.21(C), or any city SEPA implementing ordinances, unless the city's SEPA responsible official determines that the short plat is located wholly or partially within a critical area as defined in the most current version of Gold Bar Municipal Codes and ordinances. The scope of SEPA review of actions within these areas shall be limited to:
1. Documenting whether the proposal is consistent with the requirements of the critical areas ordinance; and
 2. Evaluating potentially significant impacts on the critical areas resources not adequately addressed by GMA planning documents and development regulations, if any, including any additional mitigation measures needed to protect the critical areas in order to achieve consistency with SEPA and other applicable environmental review laws.
- B. Short plats covered by water shall not be exempt from SEPA review.
- (Ord. No. 663, 8-19-2014)

16.08.070 - Installation of improvements.

If the public works director approves the short subdivision, the public works director shall notify the subdivider in writing and authorize the subdivider to install all improvements required by this chapter. All improvements shall be installed according to city standards. The subdivider shall obtain all necessary permits and pay all fees and inspection costs related to any constructed improvements. Upon completion of all the improvements or the posting of security as provided in Section 16.12.090, the public works director shall sign the short plat for filing with the Snohomish County auditor's office.

(Ord. No. 663, 8-19-2014)

16.08.080 - Expiration.

- A. Preliminary plats approved prior to January 1, 2008 shall be good for ten (10) years from date of approval.
- B. Preliminary plats approved prior to January 1, 2008, with shoreline jurisdictions shall be good for seven (7) years from date of approval.
- C. Preliminary plats approved after January 1, 2015 shall be good for five (5) years from

date of approval.

- D. Preliminary plat approval timeframes are based upon the most updated version of RCW 58.17.140.

(Ord. No. 663, 8-19-2014)

16.08.090 - Deferred improvements.

If the subdivider wishes to defer improvements, and the city agrees, the subdivider shall post an appropriate financial instrument in favor of the city as provided in Section 16.12.090.

(Ord. No. 663, 8-19-2014)

16.08.100 - Signing and filing.

After all improvements are installed and all fees are paid, the short plat is to be signed by the appropriate city officials. All short subdivisions approved by the city must be filed with the Snohomish County auditor by the applicant. The applicant is to submit for recording two (2) copies of each document. One (1) document will be retained by the county and the other shall be returned to the city prior to the issuance of any building permits. The subdivider shall pay all tiling fees.

(Ord. No. 663, 8-19-2014)

16.08.110 - Further division prohibited.

Land in short subdivisions may not be further divided in any manner within a period of five (5) years without the filing of a final plat, except that when the short plat contains fewer than four (4) parcels, nothing within this section shall prevent the owner who filed the short plat from filing an alteration within the original short plat boundaries to create up to a total of four (4) lots.

(Ord. No. 663, 8-19-2014)

16.08.120 - Final short plat.

For recording, a final short plat shall be prepared by a licensed surveyor and shall be submitted on an eight and one-half (8½) by fourteen (14) inch paper application form. More than one (1) sheet may be used and the following information must, at the least, be included:

1. Date, title, name and location of the short subdivision by section, township and range, graphic scale and true north arrow;

2. The lines of all streets and roads, alley lines, lot lines, lot and blocks numbered in numerical order, reservations, easements and any areas to be dedicated to public use, with notes stating their purpose and limitations;
3. Sufficient data to determine readily and reproduce on the ground, the location, bearing length of every street, easement line, lot line, boundary line, block line, plat meander lines, dedication and reservation;
4. All dimensions to be to the nearest one-hundredth of a foot and angles and bearings and degrees, minutes, and seconds;
5. Lambert coordinates, if provided by the engineering department, for permanent control monuments shall be shown on the final short plat as determined by the public works office;
6. All monuments shall be located as determined by the public works office and shall be clearly shown on the final short plat;
7. The final short plat shall be mathematically correct;
 8. The final short plat shall be accompanied by an approved printed computer plot disclosure or demonstrated mathematical plot disclosure on all lots, street, alleys and boundaries;
9. A legal description of the land to be subdivided shall be shown on both the title report and final short plat. Legal descriptions shall be metes-and-bounds descriptions reflecting within the description ties to all subdivision lines, donation claim lines and/or recorded plat lines;
10. Be accompanied by a complete survey of the section or sections in which the plat or re-plat is located, or as much thereof as may be necessary to properly orient the plat within such section or sections. The plat and section survey shall be submitted with complete field and computation notes showing the original or reestablished corners with descriptions of the same and the actual traverse showing error of closure and method of balancing. A sketch showing all distances, corners and distances of the plat shall accompany this data. The allowable error of closure shall not exceed one (1) foot in five thousand (5,000) feet;
11. Certified surveyors shall place permanent corner monuments at each corner of lot(s).

(Ord. No. 663, 8-19-2014)

Chapter 16.10 - SUBDIVISION PROCEDURES

Sections:

16.10.010 - Outline of procedures.

The procedure for review and approval of a subdivision shall consist of the following steps:

1. A pre-application conference with the public works director, as required by Section 16.12.030, where a conceptual design of the preliminary plat will be presented by the applicant;
2. The submission of an application for a preliminary plat to the public works director as required by Section 16.10.030;
3. Review and recommendation for approval or disapproval by the hearing examiner to the city council as provided in Section 16.10.020;
4. Review and decision by the city council after holding a public hearing on the application for preliminary plat as provided in Section 16.10.020;
5. The installation of improvements and/or the acquisition of security for improvements pursuant to the approved preliminary plat as provided in Section 16.10.060;
6. The sixth step is the preparation and submission to the public works director of a final plat, for review and approval or denial by the city council in a public meeting as provided in Section 16.10.080.

(Ord. No. 663, 8-19-2014)

16.10.020 - Preliminary plat procedures.

- A. Application. The subdivider or his agent shall submit an application, including a nonrefundable fee, to the public works director. The application shall include at least eight (8) prints of the plat, to be entitled "preliminary plat." The map scale and information required to be submitted with the preliminary plat shall be according to the preliminary plat requirements of this title.
 1. The subdivider shall provide, along with the preliminary plat, an environmental checklist pursuant to the Washington State Environmental Policy Act (SEPA), RCW Chapter 43.21C. The public works director shall provide forms and may

require additional information if it is deemed necessary.

- B. **Staff Report.** The public works director shall distribute prints of the plat to concerned departments for their comment. These comments shall be incorporated into a report for the hearing examiner.
- C. **Environmental Concerns.** Prior to the hearing examiner making a recommendation on the preliminary plat, a decision shall be made pursuant to SEPA and the most current version of the critical areas ordinance. If an environmental impact statement and/or mitigation measures are/is deemed necessary, they/it shall be addressed prior to any decision.
- D. **Hearing Examiner Review.**
 - 1. The hearing examiner approves or denies preliminary subdivisions.
 - 2. The city council does not review preliminary subdivision applications.
 - 3. A public hearing will be held before the hearing examiner.
 - 4. The hearing examiner will provide written findings of fact to the city.
- E. **Extension Period.**
 - 1. Preliminary plats approved prior to January 1, 2008, shall be good for ten (10) years from date of approval.
 - 2. Preliminary plats approved prior to January 1, 2008, with shoreline jurisdictions shall be good for seven (7) years from date of approval.
 - 3. Preliminary plats approved after January 1, 2015, shall be good for five (5) years from date of approval.
 - 4. Preliminary plat approval timeframes are based upon the most updated version of RCW 58.17.140.
- F. Upon proper application, including a nonrefundable fee, the hearing examiner shall grant one (1) extension of one (1) year upon a showing that the subdivider has attempted in good faith to submit the final plat within the required timeframe. If a portion of a preliminary plat has been accepted as a final plat, then the remainder of the preliminary plat is still valid for the remainder of its applicable timeframe.
- G. **Review Period.** Preliminary plats of any proposed subdivision and dedication shall be approved, disapproved or returned to the applicant for modification or correction within ninety (90) days from the date of filing thereof unless the applicant consents to an extension of such time period; provided, that if any environmental impact

statement is required as provided in RCW Section 43.21C.030, the ninety-day period shall not include the time spent preparing and circulating the environmental impact statement by the local government agency.

(Ord. No. 663, 8-19-2014)

16.10.030 - Preliminary plat application.

- A. Application Filing. The application shall be submitted to, and upon, forms provided by city staff, together with a Mylar reproducible tracing and ten (10) prints of the proposed subdivision plat, prepared by an engineer or land surveyor duly qualified under the provisions of RCW Chapter 18.43. The application shall be accompanied by a nonrefundable fee and an eight and one-half (8½) by eleven (11) inch reduction and transparency of the reduction of the plat and vicinity maps. The reproducible prints shall be eighteen (18) by twenty-four (24) inches in size and shall allow a three-inch border on the left side. The fee shall be set by Resolution.
- B. Application Contents.
 - 1. Vicinity Sketch. A vicinity sketch at a scale of not less than eight hundred (800) feet to the inch shall accompany the preliminary plat. The vicinity sketch shall show all adjacent subdivisions, streets, major structures, watercourses, drainage ways and other pertinent data by which the preliminary plat may be located.
 - 2. Preliminary Plat Map. The preliminary plat shall contain the following information:
 - a. The name of the preliminary plat;
 - b. The names, addresses and telephone numbers of the subdivider and the surveyor or engineer;
 - c. The names and addresses of the owners of record of property within three hundred (300) feet of the proposed subdivision;
 - d. The boundary lines, accurate to scale, of the tract to be subdivided;
 - e. The location, width and names of all existing or platted streets or other public ways within or adjacent to the proposed development and other important features, such as permanent buildings, watercourses (manmade or natural), major power transmission lines, railroads and section lines;

- f. Existing contours (shown solid) and proposed contours (shown dotted) at intervals of five (5) feet or referenced to the United States Coast and Geodetic survey datum (Snohomish County aerial survey elevations may be shown as the datum plane), contours are to extend one hundred (100) feet beyond the plat;
- g. The tentative profiles and grades of each proposed street;
 - h. All parcels of land intended to be dedicated or temporarily reserved for public use or to be reserved in the deeds for the common use of property owners of the plat, with the purpose, conditions or limitations of such reservations clearly indicated;
- i. The date, scale and the north arrow and meridian;
 - j. The source of water supply;
 - k. The method of sewage disposal;
- l. The land use zoning classification present and proposed;
 - m. All existing conditions shall be delineated. The location, width, and names of all existing or prior platted streets or other public open spaces, permanent buildings and structures, and section and municipal corporation lines within or adjacent to the tract shall be shown. In the case of a re-plat, the lots, blocks, streets, alleys, easements, parks of the original plat being vacated shall be shown by dotted lines in their proper position in relation to the new arrangement of the plat; the new plat being clearly shown in solid lines so as to avoid ambiguity. Existing sewers and waterlines, culverts, or other underground facilities within the tract indicating pipe sizes, grades and exact location as obtained from public records shall be shown. Boundary lines of adjacent tracts of un-subdivided and subdivided land showing owners shall be indicated by dotted lines for a distance of

three hundred (300) feet;

- n. Existing zoning of the proposed subdivision and adjacent tracts shall be shown;
- o. All natural drainways and watercourses shall be shown;
 - p. Proposed restrictive covenants, which shall not be in conflict with the zoning ordinance;
- q. Number of lots, the number of lots per acre, acreage and amount of land in the proposed plat, and the total square feet in each lot shall be shown;
- r. Lots shall be numbered consecutively from one (1) to the total number of lots in the proposed plat, and the total square feet in each lot shall be shown;
- s. Proposed utility services shall be noted upon the face of the preliminary plat and/or shown upon the plat layout in such a manner that clearly indicates the distribution of each utility system and the connections to existing system;
- t. Legal description of the land in the proposed plat;
 - u. The identification of critical areas according to the provisions of the most current version of the critical areas ordinance.

(Ord. No. 663, 8-19-2014)

16.10.060 - Required improvements.

After the city council has approved the preliminary plat the subdivider is authorized to install required improvements with the assurance that the final plat will be approved; provided, that the final plat conforms with the approved preliminary plat; provided further, that the required improvements have been installed in accordance with current city specifications for all required improvements as set forth and under the supervision of and with the approval of the public works director or security has been provided for the improvements as provided in Section 16.12.090 and all preliminary plat conditions have been fulfilled.

(Ord. No. 663, 8-19-2014)

16.10.070 - Phased subdivisions.

A subdivider may acquire final plat approval in phases, acquiring final plat approval of one (1)

portion of the subdivision prior to acquiring final plat approval for other portions. The city council may require that improvements be extended beyond the phase to assure the orderly and complete development of the plat or the development of contiguous property. Nothing in this section shall be construed as restricting the authority of the council to require off-site improvements.

(Ord. No. 663, 8-19-2014)

16.10.080 - Final plat.

- A. **Certification.** After completion of all improvements and payment of all fees, city staff and/or consultants will submit a certificate to the city council stating the required improvements in accordance with the provisions contained in this title, and in accordance with city standards and specifications. The public works director shall transmit a copy of such certificate to the subdivider, together with a notice advising him to prepare a final plat.
- B. **Deferred Improvements.** No final plat shall be submitted to the public works director or accepted by the city council until all improvements are constructed in a satisfactory manner and approved by the responsible departments, or security for uncompleted improvements has been satisfactorily posted for deferred improvements as permitted by Section 16.12.090.
- C. **Final Plat Submission.** The map of the final plat consisting of the original and eight (8) copies, on eight and one-half (8½) by eleven (11) inch reduction electronic copy and a Mylar transparency of the original, a nonrefundable fee, together with street profiles and other plans and documents as may be required by the city staff, hearing examiner, consultants, and/or the city council, shall be submitted to the public works director. All inspection and plan check fees shall be paid to the city.
- D. **Plat Map Contents.** The final plat shall be drawn to scale of not less than one (1) inch representing one hundred (100) feet unless, otherwise approved by the public works director, with India ink or the equivalent on reproducible Mylar, eighteen (18) by twenty-four (24) inches in size and allowing a three (3) inch border on the left side. If more than one (1) sheet is required, each sheet, including the index sheet, shall be the above specified size. The index sheet shall show the entire plat with street and highway names and blocks. The original shall contain the following:
 - 1. Date, title, name and location of subdivision by section, township and range, graphic scale and true north arrow;
 - 2. The lines of all streets and roads, alley lines, lot lines, lot and blocks numbered

in numerical order, reservations, easements, and any areas to be dedicated to public use, with notes stating their purpose and any limitations;

3. Sufficient data to determine readily and reproduce on the ground the location, bearing, and length of every street, easement line, lot line, boundary line, block line, plat meander lines dedication and reservation;
 4. All dimensions to the nearest 1/100 th of a foot and angles and bearings in degrees, minutes, and seconds;
 5. Lambert coordinates, if provided by the public works director, for permanent control monuments shall be shown on the final plat as determined by the public works director;
 6. All monuments shall be located as determined by the public works director and shall be clearly shown on the final plat;
 7. The final plat shall be mathematically correct;
 8. The final plat shall be accompanied by an approved printed computer plot closure on all lots, streets, alleys and boundaries;
 9. A legal description of the land to be subdivided shall be shown on both the title report and final plat. Legal description shall be metes-and-bounds description reflecting within the description ties to all subdivision lines, donation claim lines, and/or recorded plat lines;
 10. The final plat shall be accompanied by a complete survey of the section or sections in which the plat or re-plat is located, or as much thereof as may be necessary to properly orient the plat within such section or sections. The plat and section survey shall be submitted with complete field and computation notes showing the original or reestablished comers with descriptions of the same and the actual traverse showing error of closure and method of balancing. A sketch showing all distances, angles and calculations required to determine comers and distances of the plat shall accompany this data. The allowable error of closure shall not exceed one (1) foot in five thousand (5,000) feet.
- E. Final Plat Certificates. In addition to other requirements as specified in this section, the final plat shall contain or be accompanied by the following:
1. Certification that the applicant is the land owner;
 2. Certification that show streets, rights-of-way and all sites for public use have been dedicated;

3. Certification by a licensed land surveyor that a survey has been made and that monuments and stakes have been set and the location and description of all monuments has been provided;
 4. Certification by the responsible health agencies that the methods of sewage disposal and water service are acceptable;
 5. Certification by city staff and/or consultants that the subdivider has complied with either of the following:
 - a. All improvements have been installed in accordance with the requirements of these regulations, or
 - b. Adequate security has been posted pursuant to Section 16.12.090 for uncompleted improvements;
 6. The subdivider shall furnish the city a plat certificate from a title insurance company documenting the ownership and title of all interested parties in the plat, subdivision, or dedication and listing all encumbrances. The certificate shall be dated within forty-five (45) days prior to the granting of the final plat by the city council;
 7. Certification by the Snohomish County finance department that taxes have been paid in accordance with Section 1, Chapter 188, Laws of 1927 (RCW Sections 58.08.030 and 58.08.040) and that a deposit has been made with the Snohomish County finance department in sufficient amount to pay the taxes for the following year;
 8. Certification by city staff that there are no delinquent special assessments and that all special assessments certified to the city for collection on any property herein contained dedicated for streets, alleys or other public uses are paid in full;
 9. Bills of sale, including costs, for all utilities installed in conjunction with the plat;
 10. A statement of approval from city staff and/or consultants, acting on behalf of the city as to the layout of streets, alleys and other rights-of-way, design of bridges, sewage and water systems, and other structures;
 11. Certification of approval to be signed by the mayor and attested by city staff;
 12. Copies of any restrictive covenants as may be used in the subdivision.
- F. Reserve Strips. The subdivider shall deed by separate reservation to the city,

appropriate reserve strips one (1) foot or more in width which will not permit public access at the ends of platted streets which abut upon un-platted properties and reserve strips parallel to the centerline of border or boundary half and dead-end streets where such abut upon undeveloped or un-subdivided lands and for which no parallel dedicated public access is provided. The purpose of this provision is to discourage the construction of structures by not permitting access to public streets from un-subdivided land.

- G. **As-Built Plans.** Street profiles and cross-sections shall be prepared on standard plan and profile paper and shall indicate the location and sizes of catchbasins, culvert, drainage and drainage retention structures, the water distribution system, and the sewage collection system, and shall be submitted for the approval of the public works director.
- H. **Referral to Other Departments and Agencies.** The public works director shall distribute the final plat to all departments and agencies receiving the preliminary plat, and to any other departments, utility agencies and other governmental agencies deemed necessary.
- I. **Filing Final Plat.** Before the final plat is submitted to the city council, it shall be signed by the public works director. After the final plat is approved by the city council, it shall be signed by the mayor and appropriate city staff. The final plat shall be filed with the Snohomish County department of records and elections by the subdivider. The original of the plat shall be filed for record with the Snohomish County auditor and returned for permanent filing with the city. Ten (10) paper copies of the recorded original plat shall be furnished the city; one (1) paper copy shall be filed with the Snohomish County assessor.
- J. The hearing examiner shall approve, disapprove, or return the final plat to the applicant for modification or correction within thirty (30) days of the date of application thereof, unless the applicant consents to an extension of such time period.
- K. **Expiration of Plat After Hearing Examiner Review.** If a final plat has not been recorded within six (6) months after approval by the hearing examiner, the plat shall expire and be null and void. One (1) extension to the six-month period may be granted by the hearing examiner.
- L. **Five-Year Validity of Land Use.** Any lots in a final plat filed for record shall be a valid land use notwithstanding any change in zoning laws, ordinances or regulations for a period of five (5) years, or for such timeline as set by state regulations, from the date

of such filing, unless the legislative body finds that a change in conditions creates a serious threat to the public health or safety in the subdivision.

- M. Plat Engineer Not to Act for City. An engineer who is connected in any way with the subdividing and platting of the land for which subdivision approval is sought shall not examine and approve such plats on behalf of the city.

(Ord. No. 663, 8-19-2014)

Chapter 16.12 - PROCEDURES APPLICABLE TO SUBDIVISIONS AND SHORT SUBDIVISIONS

Sections:

16.12.010 - Chapter to apply to both subdivisions and short subdivisions.

All sections of this chapter shall apply to both subdivisions and short subdivisions.

(Ord. No. 663, 8-19-2014)

16.12.020 - Subdivisions and short subdivisions adjacent to city.

It is the desire of the city that notice of any property proposed to be subdivided or dedicated which is situated in the Gold Bar urban growth area, including time and place of hearing and description of the property to be subdivided, be given to the city. It is further desired that subdivisions and short subdivisions contemplating use of city utilities also comply with this request.

(Ord. No. 663, 8-19-2014)

16.12.030 - Preapplication conference.

The subdivider should consult early and informally with the public works director for advice and assistance before preparation of an application for approval of a proposed subdivision or short subdivision. By observing this preliminary procedure, the subdivider may become informed of the official plan requirements and may obtain any explanation of the rules and regulations of this title, the city critical areas ordinance, and the Washington State Environmental Policy Act, RCW Chapter 43.21, as may be necessary and related to the proposed subdivision, short subdivision, plat or dedication. Attendance of a preapplication conference, unless waived by the public works director, shall serve as a prerequisite to the filing of an application for subdivision or short subdivision approval.

(Ord. No. 663, 8-19-2014)

16.12.040 - Review criteria.

- A. Public Use and Interest. The decision maker shall inquire into the public use and interest proposed to be served by the establishment of the subdivision or short subdivision. The decision maker shall make written findings that appropriate provisions are made in the subdivision or short subdivision for, but not limited to, public health, safety and general welfare and for open spaces, drainage ways, streets or roads, alleys, other public ways, transit stops, potable water supplies, sanitary waste, parks and recreation, playgrounds, schools and school grounds, and all other relevant facts, including sidewalks and other planning features that assure safe walking conditions for students who only walk to and from school, and shall consider all relevant facts to determine whether the public use and interest will be served by the subdivision or short subdivision and any dedication. Dedication of land to any public agency shall be clearly shown on the final plat or final short plat.
- B. Consistency with Comprehensive Plan and Planning Standards and Specifications. All preliminary plats and short plats shall comply with the general purposes of the Gold Bar comprehensive plan and to all adopted planning standards and specifications, including the Gold Bar zoning code.

(Ord. No. 663, 8-19-2014; Ord. No. 679, § 1, 7-21-2015)

16.12.080 - Physical constraints.

- A. Natural Element Retention. Due regard shall be shown for preservation of outstanding natural or cultural features such as scenic spots, watercourses, historic sites, etc.
- B. Tree Preservation. Landscaping, planting or tree cutting plans shall be prepared by a landscape architect and submitted to the public works director prior to the approval of projects involving or impacting slopes fifteen (15) percent or steeper. In addition, tree cutting plans for all developments shall be required indicating trees over six (6) inches in caliper and indicating which will be cut and which will remain.
- C. Water Bodies. All subdivisions bordering publicly owned or controlled bodies of water shall maintain a minimum of fifteen (15) feet, or fifteen (15) percent of the total average dry land lot depth, whichever is greater, as open space between any structure and the line of ordinary high water of all such water bodies.

- D. Critical Areas. Final application shall include information necessary for the public works director to determine whether all conditions of the critical areas ordinance have been satisfied. Additionally, all conditions applied to the plat dealing with the protection of critical areas, including buffer areas, fences, and other improvements shall be shown on the face of the preliminary and final plat and short plat and discussed and described in protective covenants, homeowners or lot owner's association agreements and articles of incorporation.

(Ord. No. 663, 8-19-2014)

16.12.090 - Improvement security.

A. General.

1. Improvement Agreement. The city council may authorize a subdivider to enter into a contract with the city, acceptable to the city attorney, to make, install, and complete within the time fixed, but in no case more than two (2) years from the date of execution of the contract, any or all improvements required as a condition of preliminary plat or short plat approval in lieu of actual completion of the improvements for purposes of final plat or short plat approval.
2. Security Arrangements. To the extent that completion of required subdivision improvements is deferred after final plat approval, the subdivider shall file security to guarantee completion of deferred improvements with the improvement agreement as follows:
 - a. A faithful performance security in an amount deemed sufficient by the public works director to cover up to one hundred (100) percent of the total estimated cost of all deferred improvements including bonding requirements for any required grading;
 - b. A labor and material security to cover up to fifty (50) percent of the total estimated cost of all required improvements;
 - c. A monumentation security (a security deposit that covers, specifically, the placement of surveying monuments) in an amount stipulated by city staff, to cover the cost of placing lot comers and other related monuments;
 - d. If the required subdivision improvements are financed and installed pursuant to special assessment proceedings, upon the furnishing by the

contractor of the faithful performance and labor and material security required by the special assessment act being used, the city may reduce the improvement security of the subdivider by an amount corresponding to the amount of the security furnished by the contractor; and

- e. Notwithstanding the above, the subdivider may satisfy the requirement for security of certain improvements by providing proof that the same has been posted with another public agency subject to the approval of the public works director.
- B. Security may be one (1) of the following types subject to the approval of the city attorney as to form:
 1. Bonds. All bonds shall be executed by a surety company authorized to transact business as a surety, and have an agent for service in Washington, together with an "A" policy holder's rating and a financial rating of at least "V" in compliance with the current "Best's" ratings. The bond(s) shall contain the nearest street address of the institution providing the bond(s).
 2. Cash Deposits. In lieu of the faithful performance and labor and material bonds, the subdivider may submit cash deposits or negotiable bonds of a kind approved for securing deposits of public monies under the conditions hereinafter described.

Disbursements from cash deposits shall be made in compliance with a separate agreement between the subdivider and the city. A bookkeeping fee of one (1) percent of the total amount deposited with the city for each cash deposit shall be submitted with each security. Disbursements from a cash deposit in any instance shall not be permitted unless and until authorized in writing by appropriate city staff.
 3. Letter of Credit. In lieu of faithful performance and labor and material bonds or cash deposits, the subdivider may submit a letter of credit subject to the Washington Commercial Code and under the conditions hereinafter described.

The letter of credit shall be issued by a financial institution organized and doing business in, and subject to regulation by, the state of Washington or federal government, in a form, content, and duration as approved by the city attorney, and shall pledge that the funds necessary to meet the performance are on deposit and guaranteed for payment and agree that the funds designated by the instrument shall become secured trust funds for the

purposes set forth in the instrument. The letter of credit shall contain the nearest street address of the institution providing the instrument.

4. City staff shall not endorse or sign any certificate contained on the final plat unless and until improvement security as hereinabove specified has been posted.
 5. The requirements stipulated above are applicable for when the installation of any public improvements or grading is a condition of preliminary plat or short plat approval.
 6. No final plat or short plat shall be presented to the city council or hearing examiner for acceptance until the requirements of this section have been met and until all charges established by the city council and pertaining to the property being subdivided have been paid.
- C. Improvement Agreement Not Required With Special Permit. Should the subdivider desire to do certain work prior to entering into an agreement with the city to install and complete all subdivision improvements and alteration work, the subdivider may make an application to do so under a special permit. This application shall be accompanied by detailed plans, describing the work which is proposed. The public works director may issue a special permit to the subdivider upon submittal of an application, provided security has been posted in an amount which would insure the rehabilitation of the land, including grading and planting, in the event the subdivision does not record. The security and contractor's qualifications shall be in compliance with this section. When the special permit is for all work required in connection with the subdivision and the work has been completed and inspected prior to recording, an improvement agreement will not be required.
- D. Release of Security. Security provided may not be released. In the case of a letter of credit, the issuing bank or association will receive a copy of the notice of completion.
1. Progress Payments. Progress payments may be made to the subdivider from any deposit money or letter of credit which the subdivider may have made in lieu of providing a security bond; provided, however, that no progress payment shall be made for more than ninety (90) percent of the value of any installment of work. No progress payments from cash deposits shall be made except upon certification by the public works director, and the subdivider that work covered thereby has been completed.
 2. Release of Security. Improvement bonds given for faithful performance of the

agreement shall be released upon final inspection and acceptance by the public works director. The labor and material bond shall be retained to secure payment to the contractor, the subcontractors, and to persons renting equipment or furnishing labor or materials for six (6) months after completion and acceptance of the work. Following the six-month period, the labor and material security may be reduced to an amount not less than the total of all claims on which an action has been filed and notice given in writing to the city.

3. **Maintenance Guarantee.** The subdivider shall guarantee all public improvements, with the exception of stormwater drainage control facilities, for a period of one (1) year from the date of final acceptance and shall correct any and all defects or deficiencies arising during that period of limitation, as a result of the acts or omissions of the subdivider, its agents, or employees. Stormwater drainage facilities shall be guaranteed in the same manner for a period of two (2) years. The subdivision guarantee for all public improvements shall be backed by bond or cash deposit in the amount of twenty-five (25) percent of the surety posted for improvements for the duration of the guarantee period. The city shall provide written notice of the defect or deficiency. In any instance where the subdivider fails to take action within the specified time, or when immediate action is required to protect the public health, safety and/or welfare, the city may cause work to be performed and call on the surety for reimbursement. The maintenance security shall be submitted prior to final acceptance of the public improvements by the city.
4. **Forfeiture of Surety.** In the event that the subdivider fails to complete all improvement work in compliance with the provisions of this section and the improvement agreement, and the city shall have to complete the same, the city shall call on the security for funds necessary to complete the improvement as reimbursement or shall appropriate from any cash deposit funds for reimbursement. If the amount of any security shall be less than the cost and expense incurred by the city, the subdivider shall be liable to the city for such difference. Any cash remaining in the possession of the city after completion of the improvement shall be returned to the originator minus normal administrative costs.

(Ord. No. 663, 8-19-2014)

Chapter 16.14 - DESIGN PRINCIPLES AND DEVELOPMENT STANDARDS

Sections:

16.14.010 - Standards and specifications.

The adopted standards and specifications for municipal public works construction prepared by the Washington State Chapter of the American Public Works Association shall be hereinafter referred to as the "standards" and the standards, together with the laws of the state and ordinances of the city.

(Ord. No. 663, 8-19-2014)

16.14.020 - Inspection, approval and fees.

The public works department shall be responsible for the plan check supervision, inspection and acceptance of all subdivision improvements and shall make a charge therefor to the subdivider in the amount in the fee schedule adopted by resolution by the city. The developer may provide a licensed engineer on site to monitor all improvements and to certify to the city that construction has been completed according to plans and specifications and meets all applicable codes and standards of the engineering profession.

A. Plan Requirements for Minimum Improvement. Prior to the construction of any subdivision improvements, as approved upon the preliminary plat or preliminary short plat, the subdivider shall furnish certain construction plans as follows:

1. Plans for improvements shall be prepared by a registered civil engineer and shall be in accordance with city standards. The plans shall be at a horizontal scale of one (1) inch representing fifty (50) feet and the vertical scale at one (1) inch representing five (5) feet or one (1) inch represents two (2) feet as approved by the public works director. The plans shall show all existing and proposed topography, utilities, grades, subdivision lines, right-of-way and all other features required by the public works director. A minimum of the below shall be submitted as determined by the public works director:

- a. Plan-profile map for streets and drainage;
- b. Plan-profile map for sanitary sewers;

c. Plan map for water system.

2. The plan maps, plan-profile maps and specifications shall be submitted to and approved and signed thereon by the public works director prior to proceeding with the proposed improvements.

(Ord. No. 663, 8-19-2014)

16.14.030 - Required improvements.

The following tangible improvements are required before a final plat or final short plat is submitted: every subdivider shall be required to grade and pave streets and alleys, install curbs and gutters, sidewalks, monuments, sanitary and storm sewers, streetlights, water mains and street name and traffic signs, together with all appurtenances thereto in accordance with city standards and ordinances. Such improvements shall include all off-site improvements necessitated by the subdivision, including adjoining streets and access streets.

(Ord. No. 663, 8-19-2014)

16.14.032 - SEPA mitigation of environmental impact of development.

The city may require a subdivider to pay the reasonable cost of achievable measures for mitigating the adverse environmental impact of the subdivision pursuant to the Washington State Environmental Policy Act, RCW Chapter 43.21C. The requirement of paying the fund may be imposed as a condition of preliminary plat or preliminary short plat approval. Where payment is required, payment must be delivered to the city prior to final plat or final short plat approval. The city shall expend the payment to mitigate the environmental impact for which the funds were exacted. If the funds cannot reasonably be applied within six (6) years to mitigate the impact for which the funds were collected, then the funds shall be refunded to the subdivider.

(Ord. No. 663, 8-19-2014)

16.14.040 - Large tracts or parcels.

When land is subdivided into larger parcels than ordinary lots or blocks, such parcels shall be arranged so as to allow for the opening of future streets and logical further subdivisions.

(Ord. No. 663, 8-19-2014)

16.14.050 - Conformity to comprehensive plan.

- A. The subdivider shall, to the extent permitted by law, make available for public acquisition such lands in the area to be subdivided as may, under the policies reflected by the comprehensive plan or as implied in part by the zoning and subdivision ordinances, be desirable or are designated for parks, playgrounds, public buildings, schools, etc.
- B. Natural features such as trees, ridge lines, hilltops, and views shall be preserved and kept in a natural state to the maximum extent possible.
- C. A drainage easement, parallel to, and measured in terms of the centerline of all minor and major watercourses shall be required. In the determination of the dimension of such easements and the classification of watercourses city staff shall be guided by the comprehensive drainage plan, or if such plan has not yet been adopted, applicable laws and policies. Any disturbance of the natural state or construction in the designated easement will not be allowed unless approval is received from the city council for subdivisions and the public works director for short subdivisions, concurrent with the approval of the subdivision or short subdivision. In all cases, the bank of the watercourse shall be preserved in as natural a state as is practical. Note: Watercourses are classified by the time flow period.

(Ord. No. 663, 8-19-2014)

16.14.060 - Permits.

Prior to proceeding with subdivision improvements, the subdivider shall make application for such permits from the city as are necessary.

(Ord. No. 663, 8-19-2014)

16.14.070 - Monuments.

Concrete monuments shall be set at all comers of the subdivision, at all points where the street lines intersect the exterior boundaries of the subdivision, at angle points and points of curve in each street, and at all street intersections. All surveys shall be of second degree accuracy. The use of state plan coordinates is encouraged. All other lot comers shall be marked with a permanent suitable metal marker not less than three-eighths ($\frac{3}{8}$) inch in diameter and twenty-four (24) inches long

and driven flush with the finished grade.

(Ord. No. 663, 8-19-2014)

16.14.080 - General design criteria.

- A. Streets, blocks and lots shall conform to the most advantageous development of contiguous area and neighborhoods and shall provide for the following:
 - 1. Continuity of appropriate streets;
 - 2. Streets intersect at right angles or as nearly so as possible;
 - 3. Streets continuing to boundaries of the tract;
 - 4. All alleys shall be provided with a parallel service street or with approval of the public works director such other medium of access as may be appropriate to the conditions;
 - 5. Where railroads are involved, provisions of grade separation, buffer strips and other protective treatment shall be required to the extent and type practicable.

(Ord. No. 663, 8-19-2014)

16.14.090 - Streets.

- A. Widths are designed per the most current adopted version of the city of Gold Bar Design Standards.
- B. Official Plans. Where the comprehensive plan, including the circulation element thereof, and/or the six-year arterial street improvement program indicates the necessity of new or additional right-of-way, either in regard to right-of-way width or length, whether such need of additional right-of-way appears within a new subdivision or re-plat, or along the boundaries of a new subdivision or re-plat, such required right-of-way or portion thereof belonging to the subdivider shall be dedicated to the city by the filing of such plat or re-plat.
- C. Clearing and Grading. All streets, roads and alleys shall be graded to their full width so that pavement and sidewalk can be constructed on the same plane. Before grading is started, the entire right-of-way area shall be cleared of all stumps, roots, brush and other objectionable materials and all trees not intended for preservation.
- D. Roadway Surfacing. After preparation of the subgrade, the road bed shall be surfaced with material required by city design standards.

- E. Relation to Adjoining Street System. The street system shall extend existing streets at the same or greater width, but in no case less than the required minimum width.
- F. Street Names. All proposed streets shall be named in accordance with the city standards.
- G. Arterial, Intersections. Streets intersecting with existing or proposed principal, minor or collector arterials as shown on the comprehensive plan shall be held to a minimum, subject to review and approval by the public works director.
- H. Maximum grades are designed per the most current adopted version of the city of Gold Bar Design Standards.
- I. Minimum curve radii are designed per the most current adopted version of the city of Gold Bar Design Standards.
- J. Minimum Tangent Distances Between Curves.
 - 1. Principal and minor arterials, two hundred (200) feet;
 - 2. All other streets, alleys and service drives, with a speed limit in excess of twenty-five (25) mph, one hundred (100) feet.
- K. Intersections. At street intersections, property line comers shall be rounded by an arc, the minimum radii of which shall be twenty (20) feet. In business districts, a chord may be substituted for such arc which shall be approved by the public works director.
- L. Street Intersection Offset. Street jogs with centerline offsets of less than two hundred (200) feet shall not be allowed.
- M. Cut-de-sacs. Cul-de-sacs are permitted provided that it can be demonstrated that development of a through street is not practical given the constraints of natural features or existing plats and development, and provided they do not exceed five hundred (500) feet in length.
 - 1. The length of a cul-de-sac shall be measured along the centerline of the street from the public right-of-way of the street intersection to the center of the cul-de-sac.
- N. Horizontal Curves. Where a deflection angle of more than ten (10) degrees in the alignment of a street occurs, a curve of reasonably long radius shall be introduced, subject to review and approval by the public works department. On streets sixty (60) feet or more in width, the centerline radius of curvature shall be not less than three hundred (300) feet; on other streets, not less than one hundred (100) feet.

- O. Signs. All traffic control, street name and regulatory signs shall be supplied and installed by the developer to city specifications.
- P. Access to Water. In all subdivisions bordering publicly owned or controlled bodies of water there shall be provided one (1) or more dedicated rights-of-way to the low water mark, such rights-of-way having a minimum width of fifteen (15) feet and capable of being improved in accordance with this title.
- Q. Two Places of Access. Each subdivision shall have at least two (2) places of access, except for those subdivisions in which the only dedicated street is a cul-de-sac.
- R. Full Width Streets. All streets shall be platted at full width, and no boundary streets at less than full width shall be allowed unless required to provide right-of-way for streets and arterials designated by the official plan.
- S. Increased Right-of-Way Requirements in Commercial Districts. The city may require that street widths in commercial areas be increased to provide for traffic movement and to reduce or eliminate traffic congestion.
- T. Private streets and Reserve Strips. There shall be no private streets in any subdivision, and every lot and block shall be served from a publicly dedicated street. There shall be no privately held or owned reserve strips paralleling or terminating street ends or otherwise controlling access to streets.

(Ord. No. 663, 8-19-2014)

16.14.100 - Planting strips.

Planting strips in residential subdivisions shall be located between the curb and sidewalk. Planting strips in commercial and industrial subdivisions shall be located contiguous to the right-of-way line. All utilities installed in the planting strip shall be at depth and in position to allow the planting of trees.

(Ord. No. 663, 8-19-2014)

16.14.110 - Curbs and gutters.

The subdivider shall provide permanent concrete curbs and concrete gutters according to the city standards.

(Ord. No. 663, 8-19-2014)

16.14.120 - Sidewalks, pedestrian walkways, urban trails.

- A. Sidewalk Location. Concrete sidewalks shall be installed by the subdivider on both sides of the street. Sidewalks shall be located on the public right-of-way contiguous to the right-of-way line to prevent interference or encroachment by fencing, wall, hedges or other planting or structures in residential subdivisions and along the curb in commercial and industrial subdivisions. Where a subdivision abuts existing roads, sidewalk or walkways will be required to be installed in or adjacent to the abutting right-of-way. For subdivisions, the city council may waive the requirements for sidewalks for areas in which the required sidewalk would adjoin an area for which pedestrian access is unnecessary, such as critical areas. For short subdivisions, the city council may waive the requirements for sidewalks for areas in which the required sidewalk would adjoin an area for which pedestrian access is unnecessary, such as critical areas.
- B. Continuity and Safety. Additional sidewalks, pedestrian ways, or urban trails shall be installed to provide continuity between systems of sidewalks, pedestrian ways or urban trails already installed or provided for in the same subdivision or adjacent subdivisions. In any situation where the public interest or potential safety hazard exists, the city council may recommend sidewalks be installed.
- C. Off-street walkway systems and urban trails may be considered by the city council in conjunction with sidewalks required by this section. Easements may be required for pedestrian ways along watercourses or other suitable areas necessary for the implementation of major trail systems.
- D. Minimum Widths are designed per the most current adopted version of the city of Gold Bar Design Standards.

(Ord. No. 663, 8-19-2014)

16.14.130 - Railroads.

If railroad tracks are to be installed in an industrial subdivision, such tracks and their route shall be reviewed by the review authority. The tracks shall cross a minimum number of blocks, lots and streets so that the disruption of traffic is minimized. Railroad grade crossing shall conform to the requirements of Chapter 134 of the Railroad Grade Crossing Act of 1969, enacted by the state.

(Ord. No. 663, 8-19-2014)

16.14.140 - Installation of utilities.

After grading is completed and approved and before any base is applied, all of the underground utilities and all service connections shall be installed, completed and approved throughout the length of the plat and division thereof, according to city standards.

(Ord. No. 663, 8-19-2014)

16.14.150 - Street lighting.

Each subdivision and short subdivision shall provide circuitry and street lighting located in accordance with city standards. Streetlight spacing shall take existing trees into consideration.

(Ord. No. 663, 8-19-2014)

16.14.160 - Underground utilities.

All utilities designed to serve the subdivision or short subdivision shall be placed underground.

(Ord. No. 663, 8-19-2014)

16.14.180 - Storm drainage.

An adequate drainage system, including necessary pipes, culverts, intersectional drains, drop inlets, bridges, drainage releases where necessary, detention ponds, infiltration ponds, and similar devices, shall be provided for the proposed subdivision or short subdivision for drainage of all surface water according to city standards.

(Ord. No. 663, 8-19-2014)

16.14.190 - Water system.

The water distribution system, including fire hydrants, shall be designed and installed in accordance with city standards and the requirements of the fire department.

(Ord. No. 663, 8-19-2014)

16.14.200 - Easements for utilities.

Easements shall be required for the maintenance and operation of utilities. Easements may be required along the lines of lots or through blocks where necessary for the extension of existing or

planned utilities. Easements along lot lines shall be at least ten (10) feet wide. Such easements will have written approval of utilities companies or other interested agencies prior to acceptance of the final plat.

(Ord. No. 663, 8-19-2014)

16.14.210 - Blocks.

- A. Width. Blocks shall be wide enough to allow two (2) tiers of lots, except where fronting on collector arterials or more major streets or prevented by topographical conditions or size of the property.
- B. Length. The minimum length of a block adjacent to and parallel to a principal or minor arterial should be six hundred (600) feet. All residential blocks shall not be less than three hundred (300) feet nor more than one thousand two hundred seventy-five (1,275) feet in length. In blocks over six hundred sixty (660) feet in length, a public crosswalk of not less than ten (10) feet in width dedicated to the public to extend entirely across the block and at locations deemed necessary may be required. The crosswalk shall be paved for the entire width and length with a permanent surface and shall be adequately lighted. Fences shall be provided along both sides of crosswalks and shall be located on private property, and shall be constructed in accordance to city standards.

(Ord. No. 663, 8-19-2014)

16.14.220 - Lots.

- A. Required. The size, shape and orientation of lots shall meet the minimum area and width requirements of the applicable zoning classification and shall be appropriate for the type of development and use contemplated. However, if lots for individual sale or lease are created, they shall conform to the following criteria:
 - 1. The size, shape and orientation of the lot shall be appropriate for the location of the proposed subdivision and for the type of development contemplated.
 - 2. Excessive depth in relation to width should be avoided. A desirable proportion of depth to width shall be two (2) to one (1).
 - 3. Every lot shall abut a public street with a minimum frontage of forty (40) feet.
 - 4. Width of lots shall conform to the requirements of the zoning ordinance or seventy-five (75) feet where no width is

given.

5. Lots, except corner lots, having frontage on two (2) streets, should be avoided.
6. Side lot lines should be at right angles to the right-of-way line of the street on which the lot faces, whenever possible.
7. Corner lots for residential use shall be platted wider than interior lots to provide the front yard requirements on the side street as prescribed by the zoning ordinance.
8. Panhandle lots are prohibited. Panhandle lots that are authorized as a result of the procedures in Chapter 16.18 shall comply with the following standards, to the extent that the standards cannot also be waived by Chapter 16.16:
 - a. Buildable lot area shall not include the panhandle lot access area;
 - b. The minimum panhandle access width shall be twenty (20) feet and no greater in length than one hundred (100) feet. The access shall be paved to a minimum of twelve (12) feet in width.
9. Lots shall comply with the underlying zone.
 10. Lots adjacent to a principal and minor arterial should be laid out so as to provide access to streets other than arterials and a waiver of direct access shall be required as a condition of approval. If the developer presents proof that direct vehicular access to such lots is necessary to development of his property, direct access may be permitted. Reasonable conditions may be imposed to minimize potential hazards to public safety.
- B. Feasibility for Building Sites. Areas which are known or suspected to be poor building sites because of geological hazard, flooding, poor drainage or swamp conditions or mudslides shall be noted on the face of the preliminary and final plat and short plat.
- C. Additional Setbacks. Additional setbacks shall be required when any lot or a proposed subdivision fronts on:
 1. A street or road with less than a sixty-foot right-of-way that may be widened to sixty (60) feet at some future time;
 2. A logical location for a future road or street that may be desired as a part of the road pattern for the area;
 3. A road that is proposed as a principal arterial, minor arterial or collector arterial

by the comprehensive plan.

(Ord. No. 663, 8-19-2014)

16.14.230 - Flooding and geological hazard.

- A. The decision maker may disapprove a proposed plat because of flood inundation or swamp conditions. Construction of protective improvements may be required as a condition of approval, and such improvements shall be noted on the final plat.
- B. No plat shall be approved by the city covering any land situated in a major or minor watercourse or in a flood control zone as provided in RCW Chapter 86.16 without the prior written approval of the Washington State Department of Ecology.
- C. In areas with slopes equal to or greater than fifteen (15) percent, a detailed soils engineering report will be required prior to the approval of any preliminary plat or short plat. Special consideration for grading, fills or excavations shall be made by city staff and shall be in accordance with the Washington State Building Code, including WAC Title 51 and RCW 19.27.031, with all applicable amendments.

(Ord. No. 663, 8-19-2014; Ord. No. 684, § 4, 10-6-2015)

Chapter 16.16 - LIABILITY AND EXCEPTIONS

Sections:

16.16.010 - Liability.

This title shall not be construed to relieve from or lessen the responsibility of any person owning any land or building, constructing or modifying any subdivisions in the city for damages to anyone injured or managed either in person or property by any defect therein; nor shall the city or any agent thereof be held as assuming such liability by reason of any preliminary or final approval or by issuance of any permits or certificates authorized in this title.

(Ord. No. 663, 8-19-2014)

Chapter 16.18 - MODIFICATIONS AND EXCEPTIONS

Sections:

16.18.020 - Procedure.

The following procedure shall govern for modifying or varying the regulations contained in this title:

- A. Any subdivider can make application to the city in which a request is contained or a variation or modification of any provision contained in this title due to preexisting topographic or other physical conditions characteristic of the land, the proposed plat or short plat, or dedication includes. Such application shall include any and all details, as the subdivider deems necessary, to support its application properly and also shall include a request for a modification or variation of the provisions contained in this title.
- B. City staff shall prepare a recommendation for a modification or variation provided the commission ascertains all of the facts regarding the request are sufficient, which shall include a complete engineering statement prepared by the developer in reference to the request; provided the application and request are received concurrently with the proposed plat, subdivision or dedication. City staff, after a public meeting, shall submit its recommendation, together with its findings of fact in each case, to the hearing examiner for review of the findings of fact and final decision.
- C. The hearing examiner shall conduct a public hearing on the modification request. Notice for the public hearing shall be as provided in Section 16.10.050. The hearing examiner shall concur in, modify or reject the recommendation of city staff.
- D. If in the opinion of city staff, the subdivider later has justifiable cause to make application for additional variations and modifications to the regulations contained in this title, such applications shall follow the same procedure as described in this section.

(Ord. No. 663, 8-19-2014)

16.18.030 - Waiver.

The hearing examiner may waive the requirements for the construction and installation of some or all of the improvements in cases of the resubdivisions where only the size, shape and arrangements of the lots are being improved and no new streets are required and in cases of dedications of land or rights-of-way to public use where such dedication is desired by a public

agency in lieu of a purchase or condemnation proceeding.

(Ord. No. 663, 8-19-2014)

16.18.050 - Notification to buyer.

Whenever any normally required improvements are waived, it shall be required of the seller of the lots within affected portions of such subdivision to inform each lot purchaser that these improvements will not be provided by the city unless properly petitioned by the lot owners in the amount specified on the existing special assessment policy of the city. It shall further be the duty of the seller to inform the purchaser of the current special assessment policy of the city.

(Ord. No. 663, 8-19-2014)

Chapter 16.20 - SPECIAL PROVISIONS

Sections:

16.20.010 - Land for public use.

No land shall be platted for private use which is shown on the comprehensive plan or for which the city council is making studies for public use, except after allowing the city or other public body twelve (12) months in which to budget and negotiate for its acquisition, on which option must be taken within ninety (90) days of the time of application.

(Ord. No. 663, 8-19-2014)