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## BINDING SITE PLAN

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### Projects that may use this process

**FEES:**  
**\$1,100 + \$200 per lot**

The following types of developments are eligible for a binding site plan:

1. 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;
2. A division of land into lots or parcels located within industrial, commercial or office zones as defined in the zoning code;
3. A division, which is made by subjecting a portion of a parcel or tract of land to RCW 64.32.
4. The City Council approves a site plan as part of a discretionary zoning or other similar land use permit that involved a public hearing before the planning commission or the city approves a building permit site for a project qualifying under 1, 2 or 3 above.

### Submittal Requirements

**Ten paper copies** of the proposed binding site plan map(s), which shall be prepared by a registered surveyor of the State of Washington, on a map or maps with the following information:

1. The site plan is shown to scale of one-inch equals twenty feet.
2. The site plan identifies and shows the areas and locations of all streets, roads, improvement, utilities and open spaces.
3. The site plan contains inscriptions or attachments setting forth all limitations and conditions for the use of land as established by city council or conditions of the land use or building permit.
4. The site plan contains a provision requiring that any development of the subject property be in conformance with the binding site plan.
5. Signature line for the Director of Public Works.
6. Land Use Permit application form and payment of \*fees required by current fee resolution.

### Approval Process

Following city review and approval, the site plan shall be filed for the record by the applicant with the County Auditor to run with the subject property in compliance with state, county and city laws and regulations.

**After recording, the applicant shall provide the City with: one (1) mylar and three (3) copies of the binding site plan.**



## **Chapter 16.20**

### **BINDING SITE PLAN APPROVAL**

Sections:

[16.20.010](#) General.

[16.20.020](#) Eligible developments.

[16.20.030](#) Criteria.

#### **16.20.010 General.**

The divisions of lands described in BMC [16.20.020](#) are exempt from compliance with this division if they meet the requirements of BMC [16.20.030](#). (Ord. 1220 § 2, 1992).

#### **16.20.020 Eligible developments.**

The following types of developments are subject to the provisions of this section:

- A. 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;
- B. A division of land into lots or parcels located within industrial, commercial or office zones as defined in the zoning code;
- C. A division which is made by subjecting a portion of a parcel or tract of land to chapter 64.32 RCW. (Ord. 1220 § 2, 1992).

#### **16.20.030 Criteria.**

A division of land is a binding site plan under this section if it meets all of the following criteria:

- A. The city council approves a site plan as part of a discretionary zoning or other similar land use permit that involved a public hearing before the planning commission or the city approves a building permit site plan.
- B. The site plan is shown to a scale of one inch equals 20 feet.
- C. The site plan identifies and shows the areas and locations of all streets, roads, improvements, utilities and open spaces.
- D. The site plan contains inscriptions or attachments setting forth all limitations and conditions for the use of land as established by city council.
- E. The site plan contains a provision requiring that any development of the subject property be in conformance with the binding site plan.
- F. All required public improvements including infrastructure and utilities shall be installed prior to recording the binding site plan, except for phased projects, delays due to weather constraints, or other exceptions approved by the public works director, where the work is bonded or otherwise secured by means provided in BMC [17.68.110](#) with a 15 percent contingency fund.
- G. The site plan shall be filed for record with the county auditor to run with the subject property in compliance with state and county laws and regulations. (Ord. 1339 § 1, 1997; Ord. 1220 § 2, 1992).