



Permit No. _____

801 SW 174th STREET NORMANDY PARK, WA 98166 TELEPHONE: (206) 248-7603 Fax: (206) 439-8674

FORMAL SUBDIVISION APPLICATION - Five (5) lots or more -

Address or location of subdivision _____

Owner name _____ Owner phone _____

Owner Email _____

Owner address _____

Contact person _____ Contact phone _____

Contact Email _____

Engineer's name _____ Engineer phone _____

Engineer Email _____

Engineer address _____

Zoning of property _____ Square footage of property _____

Information needed for review:

1. Application for Subdivision.
2. Plat maps (6) in accordance with City Standards:
 - a. Drawing must be to scale and certified by a licensed surveyor or engineer.
 - b. Drawing must show existing and proposed parcels.
 - c. Drawing must show all existing structures and their setbacks.
 - d. Square footage of each parcel must be shown.
 - e. Lot line measurements must be shown.
 - f. Drawing must show existing and/or proposed access.
 - g. All existing and proposed easements must be shown.
 - h. All creeks, streams, wetlands and other critical areas, including buffers, must be shown.
 - i. Drawing must show appropriate approval and signature blocks (see attached pages).
3. Legal descriptions for existing and proposed properties.
4. Current (within 10 days) Title Reports or other proof of ownership for all properties involved.
5. Certificate of sewer availability, obtained through the appropriate sewer district.
6. Certificate of water availability, obtained through the appropriate water district.
7. Certificate of fire hydrant availability, obtained through the local fire department.
8. A Preliminary Drainage Report and Level 1 Downstream Analysis.
9. Traffic Impact Analysis
10. SEPA checklist
11. Declaration of Covenant for stormwater facilities, if applicable.
12. Language addressing maintenance and upkeep of Private Ways, if applicable.
13. A fee in accordance with the most recent adopted fee schedule. Plus cost of special studies and engineering review fees.
12. List of names and addresses of all property owners within 300 feet of any portion of the proposed subdivision.

13. Where a proposed subdivision does not have reasonable access to a sanitary sewer system, a letter from the King County Health Department is required indicating that septic tanks or other methods of handling waste can be installed.
14. Formal subdivisions shall proceed according to Chapter 17 of the Normandy Park Municipal Code and all applicable state regulations.

The sales tax code for Normandy Park is 1721. If you use landscape services or have a contractor conducting home improvements, remind them to use the Normandy Park sales tax code when reporting sales tax to the Department of Revenue.