



Franklin County

Planning and Building Department

Jerrod B. MacPherson—Director

PLANNING DIVISION

SUBDIVISION OR PLANNED UNIT DEVELOPMENT APPLICATION REQUIREMENTS

(5 or more lots)

- Land Development Application.
- Subdivision Fee: \$800.00 plus \$25.00 Per Lot Fee. **Checks made payable to the Franklin County Planning and Building Department.**
- \$80.00 Variance Report Fee: **Check made payable to the Franklin County Assessor's Office.** *An applicant **does not** need to contact the Assessor's Office to obtain this report.* At the time of application, the Planning Division will request the report from the Assessor's Office. The report includes the Adjoining Property Owners Names and Addresses (500 feet within an Urban Growth Area or one (1) mile outside an Urban Growth Boundary). As an alternative to the Assessor's Office, an applicant may also obtain this report from a licensed title company.
- Eleven (11) Copies: 10 copies of the plat map from a registered surveyor and 1 copy in a digital or electronic format (disk, cd, or e-mail).
- From a Licensed Title Company: A title certificate showing the vested owner and other(s) who have interest in the property. This shall be generated within 30 days of applying for the Subdivision.
- Written approval from the Benton-Franklin Health Department (7102 West Okanogan Place, Kennewick, WA --- (509) 460-4205) prior to application submittal to Planning Department.
- State Environmental Policy Act Checklist (20 lots or more): \$150.00 Fee.

ADDITIONAL FEES/INFO:

- Prior to final subdivision approval or prior to a building permit being issued for a new parcel, a Park Dedication Fee(s) shall be paid to the Public Works Department:
 - a. Urban Growth Area Boundaries: **\$300.00** per expected dwelling unit.
- Applicant is encouraged to **contact the County Treasurer** to discuss the Advance Property Taxes as it relates to this subdivision application.

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PLANNING DIVISION LAND DEVELOPMENT APPLICATION

Application Number: _____

Applicant/Representative:

Existing Land Use Zoning District(s):

Name: _____

Address: _____

Legal Description of Property: _____

Phone: (____) _____

Cellular(____) _____

Fax: (____) _____

Site Address: _____

Owner(s): (attach additional sheet if necessary)

Total Acreage Involved: _____

Name: _____

Source of Water: _____

Address: _____

Source of Irrigation: _____

Sewage Disposal System: _____

Phone: (____) _____

Source of Power: _____

Cellular: (____) _____

Comprehensive Plan: _____

Fax: (____) _____

Description of Improvements on Property: _____

Existing Use of Site/Property: _____

Proposed Development Application Request (Specify; Short Plat, Cond Use, Zone Change, Home Occupation, etc.)

We, the undersigned, hereby authorize the filing of this application and certify that the information contained in this application is complete and correct to the best of our knowledge. This authorizes the designated Applicant's representative (if applicable) to act on behalf of the applicant for the processing of this request.

() Owner _____ Date _____

() Applicant/Representative _____ Date _____

Print Name: _____

Print Name: _____