

SUBDIVISION/SHORT SUBDIVISION ALTERATION APPLICATION

STEVENS COUNTY LAND SERVICES—PLANNING DIVISION
 Street Address: 260 S. Oak—Courthouse Annex, Colville, WA
 Mailing Address: 215 S. Oak—Courthouse Annex, Colville, WA 99114
 Phone: 509-684-2401 Fax: 509-684-7525
www.co.stevens.wa.us/LandServices/index.php

FOR OFFICE USE ONLY	
File Number:	_____
Receipt:	_____
Date Received:	_____

(Type #3 Application if Subdivision Alteration ---- Type #2 Application if Short Subdivision Alteration)

Application Checklist:

- Application fee: \$400.00** payable to Stevens County Land Services.
- Completed application** form.
- Title Report or Plat Certificate**, issued within the previous thirty days.
- One copy of the restrictive covenants**, if applicable. **NOTE:** If the request to alter the subdivision would result in the violation of a covenant, a document signed by all parties subject to the covenants agreeing to terminate the relevant covenant to allow the alteration of the subdivision must accompany this application.
- Eight copies of the plat alteration**, consisting of one or more sheets 24" by 36" drawn to a scale large enough to clearly portray all of the drafting detail. The preparation of the Altered Plat shall be made by or under the supervision of a licensed surveyor authorized to practice the profession of land surveying under the provisions of Chapter 18.43 RCW. The map shall show the following:
 1. The name of the proposed plat, name of the applicant and name of licensed surveyor.
 2. The approximate legal description of all lands included in the altered plat.
 3. Location of existing features such as roads, railroads, buildings, bodies of water, utilities, section subdivision lines, easements, wells, on-site sewage systems, and other pertinent items and distances to property lines.
 4. Approximate location of existing monuments, markers and boundary lines.
 5. Layout of proposed alteration with approximate dimensions and proposed roads, street, alleys and easements.
 6. Adjacent platted areas showing the relationship of connecting streets, utilities, etc.
 7. Existing platted area either in whole or in part, the lots, blocks, streets, etc. of the original plat shall be shown with dotted lines.
 8. North arrow and scale of map.
- Notarized Signatures** of all parties having an ownership interest in the portion of the subdivision to be altered. This includes all contract owners, deed holders and lien holders. This *does not* include mineral right or easement owners.

APPLICANT SIGNATURES

This application is subject to all additions to and changes in the laws, regulations and ordinances applicable to the proposed subdivision until a Determination of Completeness is issued pursuant to SCC 3.30.110. **I certify that the information contained on this application is true, complete and accurate to the best of my knowledge. I understand that information will be used by Stevens County for determining whether this proposal meets the Decision Criteria. I hereby grant to Stevens County, the right to enter the above-described location to inspect the proposed work.**

Signature of: (Circle one) Property Owner

Primary Contact/Agent*

***NOTE: As per SCC 3.30.100, Property owner is required to sign the application if the Agent does not have written proof of authorization.**

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CONTACT INFORMATION

Primary Contact: _____

Mailing Address: _____

City _____ State _____ Zip _____

Day Time Phone: _____ Fax: _____

Email Address: _____

Property Owner(s): _____

Mailing Address: _____

City _____ State _____ Zip _____

Day Time Phone: _____ Fax: _____

Email Address: _____

Surveyor: _____

Mailing Address: _____

City _____ State _____ Zip _____

Day Time Phone: _____ Fax: _____

Email Address: _____

LEGAL DESCRIPTION

Tax Parcel Number(s) to be altered: _____

Name of subdivision to be altered: _____

Sec. _____ Twp. _____ Rge. _____

Total Number of Lots: _____

Total Acreage: _____

CURRENT PROPERTY USE

Please describe the current use of and the existing structures on the property:

REVIEW CRITERIA

Does this alter the entire subdivision? _____

Does this subdivision have restrictive covenants? _____

If yes, will altering this subdivision violate the covenants? _____

Does this request also affect a platted roadway? _____

If yes, does this roadway serve other property? _____

Why should this subdivision be altered?

