

**RDC Chapter 18.600:
SUBDIVISIONS—GENERAL¹**

Sections:

- 18.600.010 - Purpose.
- 18.600.015 - Applicability.
- 18.600.020 - Relationship to planned unit development (PUD) process.
- 18.600.030 - City engineering standards for public works.
- 18.600.040 - Exemptions and adjustments.
- 18.600.050 - Modifications to standards.

18.600.010 - Purpose.

In addition to those purposes set forth in the state statute (RCW 58.17.010), the following purposes are also essential to the regulation of the subdivision of land within the city of Ridgefield:

- A. To promote the effective utilization of land;
- B. To make adequate provision for the housing, commercial, and industrial needs of the city;
- C. To prescribe procedures for the subdivision of land in accordance with the RUACP, CFP, city engineering standards and this title;
- D. To provide for the efficient processing of subdivision applications without undue delay; and
- E. To limit development of sensitive lands, including wetlands, stream corridors, floodplains and steep slopes, and to mitigate the impact of road construction and utilities on such lands. (*Ord. 676 § 1 (part), 1995*).

18.600.015 - Applicability.

The following chapters shall apply to all divisions of land in the city unless expressly exempted by 18.600.040 or RCW 58.17.040. (*Ord. 676 § 1 (part), 1995*).

18.600.020 - Relationship to planned unit development (PUD) process.

Chapter 18.400, PUD, of this code allows for creative site planning and flexibility of design consistent with the policies of the RUACP. Whenever a proposed PUD involves the creation of one or more new lots, a separate subdivision or short plat application shall be filed and considered at the same time as the PUD application. (*Ord. 676 § 1 (part), 1995*).

18.600.030 - City engineering standards for public works.

The city of Ridgefield Engineering Standards for Public Works are adopted herein by reference and supplement the design and improvement standards of this chapter. In the planning and final engineering of each subdivision regulated by this title, the developer shall comply with the engineering standards in effect at the time the application was determined to be technically complete. (*Ord. 676 § 1 (part), 1995*).

18.600.040 - Exemptions and adjustments.

A. The provisions of this title shall not apply to those divisions of land governed by RCW 58.17.040 et seq., including: cemeteries and burial plots; divisions of land made by testamentary provisions, or the laws of descent; divisions of land into lots or tracts classified for industrial or commercial use, divisions of land made for the purpose of lease; boundary lines adjustments; or condominiums.

B. In the case of boundary line adjustments, in addition to any requirements imposed by RCW 58.17.040.6, all applicants for boundary line adjustment shall demonstrate that the requested adjustment complies with the minimum lot area and dimensional requirements of the zoning district in which the property is located; provides access to a public right-of-way; and satisfies the applicable requirements in the city engineering standards. The planning director shall review boundary line adjustments through a Type I procedure. Prior to approval, the city engineer shall find whether the adjustment will interfere with the extension of any planned right-of-way, public utility easement or capital facility identified in the CFP.

C. Condominiums are exempted where divisions of land are made by subjecting a portion of a parcel or tract of land to the state condominium law found in RCW 64.32 or RCW 64.34 when the city council has recorded a binding site plan for the use of land in accordance with local ordinances and regulations.

D. Within the corporate limits of the city divisions of land into lots or tracts, each of which is five acres or larger are expressly not exempted from this chapter pursuant to RCW 58.17.040. The city expressly requires plat approval of all divisions of land including divisions into lots or tracts each of which is one-one hundred twenty-eighth of a section of land or larger, or five acres or larger if the land is not capable of description as a fraction of a section of land. (*Ord. 676 § 1 (part), 1995*).

18.600.050 - Modifications to standards.

An applicant may apply to modify standards as provided in Chapter 18.350. A request for modification shall be submitted with the preliminary plat. A preliminary plat application shall not be deemed technically complete if the planning director finds that: there are relevant standards which have not been met; that the applicant has failed to request modification to required standards; or that the application does not contain additional information requested during the pre-application conference.

(*Ord. 676 § 1 (part), 1995*).

⁽¹⁾ For statutory provisions regarding planning commissions, see RCW Chapter 35.63; for the provisions regarding street design standards, see RCW Chapter 35.78; for the provisions regarding street planning and construction, see RCW Chapter 35.77.

**RDC Chapter 18.610:
SHORT PLATS**

Sections:

- 18.610.010 - Short subdivision (plat) provisions.
- 18.610.020 - Allowance of bond in lieu of actual construction of improvements prior to approval of short plat.
- 18.610.030 - Approval of short subdivisions—Filing.
- 18.610.040 - Resubdivision restricted.
- 18.610.050 - Short plat—amendment.
- 18.610.060 - Short plat—Decision appeals.
- 18.610.070 - Short plat design and improvement requirements

18.610.010 - Short subdivision (plat) provisions.

The purpose of this chapter is to provide a simplified process to divide property into four or fewer lots, regardless of size, with a level of review and requirement that is proportional to the effect those lots may have on the surrounding area.

- A. Approval required. It is unlawful for any person to divide land so as to constitute a short subdivision within the city, or to enter into any contract for the sale or lease of any part of such land, without first complying with the relevant provisions of this title.
- B. Administration and application.
 - 1. Pre-application review is required.
 - 2. Short plats are reviewed under Type II. In making an application for short subdivision approval, a prospective short subdivider must submit four copies of the proposed short plat to the city clerk.
- C. Requirements for application for a short subdivision (plat).
 - 1. An application for a short plat may be made by an owner or owners of land, or by an authorized agent of an owner or owners, or by a representative of any governmental agency if the short plat is sought for a governmental purpose.
 - 2. Each application for a short subdivision shall include the following information in paper and electronic form:
 - a. A title certificate consisting of a report listing all parties having any interest in the land to be divided and a legal description of the land;
 - b. The proposed short plat prepared in accordance with the provisions of this title and four copies thereof;
 - c. A reproducible scale drawing showing:
 - i. Lots, streets and easements,
 - ii. Size and location of water, sewer and utility easements proposed to serve the lots to be created and their point of connection with existing services,

- iii. A nonrefundable application fee shall accompany the application.
 - iv. A copy of the pre-application report.
3. Critical areas and buffers shall be clearly mapped on the preliminary short plat.
4. If the proposed short plat includes land subject to the view corridor or view shed protection requirements in the CMU and WMU zones, the applicant shall provide a scaled map showing the location, species, diameter at breast height, and approximate crown diameter at its widest point of all trees and tree canopies within the scope of the view shed or view corridor area.

D. Land Survey Requirements.

- 1. A proposed short plat shall be prepared by or under the supervision of a registered land surveyor of the state of Washington as a result of a land survey.
- 2. All proposed short plats requiring a land survey shall be referenced from two monumented section or quarter section corners or to two other suitable permanent survey monuments.

E. Short Plat Contents. A short plat shall be legibly drawn, printed or reproduced by a process guaranteeing a permanent print, and shall include:

- 1. The entire lot or parcel constituting the applicant's land;
- 2. The taxation parcel number or numbers as assigned to the land proposed to be divided by the Clark County assessor;
- 3. The names or recording numbers of any contiguous subdivisions or short subdivisions;
- 4. Lot corners and lines marking the division of the land into four or less lots;
- 5. Location, size, purpose and nature of existing roads, streets, rights-of-way, and easements adjacent to, or across, the land;
- 6. Location of any roads, rights-of-way, or easements proposed to serve the lots within the short plat with a clear designation of their size, purpose and nature;
- 7. North arrow and scale;
- 8. The acknowledged signatures of all fee simple owners and other parties having interest in the lands being subdivided as enumerated in subdivisions (b)(i) and (ii) of this subsection, as well as the acknowledged signatures of all owners of property over which access or utility easements pass unless such easements are previously or simultaneously recorded by separate instrument in the county auditor's office, certifying the following:

a. In case of a short subdivision not containing a dedication:

- i. A full and correct legal description of the land to be divided as it appears on the short plat;
- ii. A statement of free consent in substantially the following form, the reference to easements to be omitted where not applicable:

Know all men by these presents that:_____ are the fee simple owners of the land hereon described; have with their free consent and in accordance with their desires caused the same to be surveyed and short

platted as shown hereon and do hereby grant and reserve the easements as shown hereon for the uses indicated hereon.

.....
(Name)

.....
(Name)

- b. In the case of a short subdivision containing a dedication or easement:
 - i. A full and correct legal description of the land to be divided as it appears on the short plat;
 - ii. A statement of free consent and waiver of claims for damages in substantially the following form:

DEDICATION AND WAIVER OF CLAIMS

Know all men by these presents that are the owners and all other parties having any interest in the land hereon described have with their free consent and in accordance with their desires caused the same to be surveyed and short platted as shown hereon do hereby dedicate those roads, rights-of-way or easements shown a public dedications hereon to the use of the public: do hereby waive on behalf of themselves and their successors in interest all claims for damages against the City of Ridgefield and any other governmental authority which may be occasioned to the adjacent land by the established construction, drainage and maintenance of said dedicated roads and/or rights-of-way and do hereby grant and reserve the easements as shown hereon for the uses indicated.

.....
(Name)

.....
(Name)

- c. If an offer of dedication includes, or is required to include, a waiver of direct access to any street from any property, the appropriate certificate shall additionally recite said waiver;
9. A certificate by a surveyor certifying to the accuracy of the survey and short plat in substantially the following form:

I, _____, Professional Land Surveyor, do hereby certify that the short plat as shown is based upon an actual survey in accordance with the requirements of the Survey Recording Act, that the distances, courses and angles are shown hereon correctly, and that the monuments and lot corners have been set on the ground as shown hereon.

(Surveyor's Signature, seal and number);

10. County treasurer's office certificate in substantially the following form:

I hereby certify that all chargeable regular and special assessments collectible by this office that are due and owing on the property described hereon on the date of this certificate have been paid.

Dated this _____ day of _____ 2_____.

BY: _____

Clark County Treasurer's Office.

11. Space for approval by the council.

(Ord. 676 § 1 (part), 1995).

18.610.020 - Allowance of bond for public improvements in lieu of actual construction of improvements prior to approval of short plat.

A. The subdivider may, as an alternative to actual construction of required public improvements, provide a surety bond or other secure method providing for and securing to the city the actual cost of construction of required public improvements within a specified period of time and expressed in the bond or other method of security. Any bond or other method of security shall specify the improvements covered and the schedule for completion.

B. The bond or other method of security shall be subject to approval by the city engineer prior to approval of the short plat by the administrator. In no case shall the amount of the bond or other method of security be less than one hundred fifty percent of the actual estimated cost of the improvements.

C. All improvements to be privately improved and maintained must be fully constructed prior to approval of the final short plat.

D. The subdivider shall provide the city with a maintenance bond subject to review and approval by the Director of Public Works.

E. The subdivider shall provide the city with a maintenance bond with a two year term valued at twenty percent (20%) of the actual construction costs.

(Ord. 676 § 1 (part), 1995).

18.610.030 - Approval of short subdivisions—Filing.

A. The planning director shall, after determining that the requirements of this title have been met, forward recommendation to the city council.

B. Each short plat shall be approved by the city council. Each short plat shall be signed by the mayor and the owner.

C. Each short plat approved by the city council shall be filed for record by the owner in the office of the Clark County auditor, and shall not be deemed approved until so filed. The subdivider shall be responsible for payment of all filing fees.

D. Unbuildable portions of a short subdivision lot shall be protected from development through conservation easements, dedications, or other appropriate means approved by the planning director.

(Ord. 676 § 1 (part), 1995).

18.610.030 - Resubdivision restricted.

No lot within a recorded short plat shall be further divided within a period of five years from the date of recording of the short plat, unless a final plat has been approved and filed for record in accordance with the requirements of this title and pursuant to RCW 58.17.060(1). (*Ord. 676 § 1 (part), 1995*).

18.610.050 - Short plat—amendment.

An approved and recorded short plat may be amended or vacated in whole or in part in a manner not involving a re-subdivision by recording an amended short plat in accordance with the following provisions:

A. The amended short plat must comply with procedures and requirements of this chapter for original short plat approval.

B. The title of the amended short plat shall be:

"Short Plat No. _____."

"Amending Short Plat No. _____."

C. The amended short plat shall show all of the land shown on the original short plat, all deleted original lot lines as dashed lines, and bear the acknowledged signatures of all current fee simple owners and contract purchasers of the affected lots within the original short plat as shown by a current title certificate.

D. The amended short plat shall not increase the number of lots included in the original short plat.

E. Minor errors not involving a change in lot lines may be corrected by the surveyor upon approval of the planning director by recording an affidavit with the Clark County auditor specifically referencing the short plat by number and correction. (*Ord. 676 § 1 (part), 1995*).

18.610.060 - Short plat—Decision appeals.

Appeals of the planning director's recommendation shall be filed in accordance with Chapter 18.310. (*Ord. 676 § 1 (part), 1995*).

18.610.070 - Short plat design and improvement requirements

All short subdivisions shall comply with all design and improvement requirements applicable to standard subdivisions, as specified in Chapter 18.630, this title and in the city of Ridgefield Engineering Standards for Public Works. (*Ord. 676 § 1 (part), 1995*).

**RDC Chapter 18.620:
PROCEDURE FOR SUBDIVISION**

Sections:

- 18.620.010 - Purpose.
- 18.620.020 - Approval required.
- 18.620.025 – Pre-application review.
- 18.620.030 - Application for a subdivision—Requirements.
- 18.620.035 - Complete application.
- 18.620.040 - Notice to affected agencies and department.
- 18.620.050 - Review by review authority—Recommendation required.
- 18.620.060 - Appeal of a decision regarding a preliminary plat.
- 18.620.070 - Preliminary plat—Allowance of bond in lieu of actual improvements prior to approval of final plat.
- 18.620.080 - Preliminary plat—Expiration of approval—Extension-Phasing—Conditions.
- 18.620.090 - Submission of plans for review and inspection.
- 18.620.100 - Final plat—Preparation—Submission—Fees.
- 18.620.110 - Final plat—Conformance with preliminary plat approval.
- 18.620.120 - Final plat requirements.
- 18.620.130 - Final plat approval.
- 18.620.140 - Final plat—Recording.
- 18.620.150 - Final plat—Alterations, vacations.
- 18.620.160 - Final plat—Street vacations.

18.620.010 - Purpose.

The purpose of a subdivision pre-application conference is to provide a potential subdivider with basic information concerning the following:

- A. The availability and location of services and facilities;
- B. The existing land use regulations, such as comprehensive plan and zoning designations;
- C. Other such public data which would be helpful in the decision to subdivide. (*Ord. 676 § 1 (part), 1995*).

18.620.020 - Approval required.

- A. It is unlawful for any person to divide land so as to constitute a subdivision within the city, or to enter into any contract for the sale or lease of any lot in a preliminary subdivision, without first complying with the provisions of this title applicable to such division of land.
- B. The city expressly requires plat approval of divisions of land into lots or tracts each of which is one-one hundred twenty-eighth of a section of land or larger, or five acres or larger if the land is not capable of description as a fraction of a section of land.
- C. The planned unit development (PUD) process found in Chapter 18.401 is optional.
- D. Whenever a proposed PUD involves the creation of five or more new lots, regardless of size, a separate subdivision application shall be filed and considered at the same time as the PUD application.

E. Adjustments to the design and improvement standards of this chapter shall be made through the subdivision process, as specified in Chapter 18.350, as allowed through the PUD process, or as provided through the modification process provided by the Ridgefield Engineering Standards for Public Works (*Ord. 676 § 1 (part), 1995*).

18.620.025 – Pre-application review.

A. The prospective subdivider will arrange for his proposal to be reviewed by the development review team in a pre-application conference by submitting one original and three paper copies of all application materials, as well as electronic copies of all materials that include graphic and text files to the city clerk.

B. An applicant for pre-application shall submit the following:

1. Subdivision name (if any);
2. Name, mailing address and telephone number of owner and/or developer and preparer of the application;
3. Date;
4. Approximate acreage;
5. Comprehensive plan and zoning designation;
6. Existing and proposed land uses;
7. Land being considered for park or open space if applicable;
8. Legal description, assessor's map, topographic map and aerial photograph;
9. Land controlled by applicant located within one thousand feet of the proposed subdivision;
10. Environmental checklist/EIS if applicable;
11. Drawing or a proposed subdivision plat (drawn to some indicated scale) with north arrow, date, lot configuration, park or open space area proposed, existing buildings and existing easements;
12. Any other items or details the applicant believes would assist the development team in its review.

(Ord. 676 § 1 (part), 1995).

18.620.030 - Application for a subdivision—Requirements.

A. An application for a subdivision may be made by an owner or owners of land, or by an authorized agent of an owner or owners, or by a representative of any governmental agency if the subdivision is sought for a governmental purpose and such application shall be filed with the city.

1. The prospective subdivider shall submit one original and three paper copies of all application materials, as well as electronic copies of all materials that include graphic and text files to the city clerk and the application shall contain the following:

- a. The entire lot or parcel constituting the applicants land;

- b. Proposed name of the subdivision this name shall not duplicate any name used on a recorded plat or subdivision in Clark County, including the municipalities of Clark County;
 - c. Accurate and complete legal description of the proposed subdivision;
 - d. Scale, north arrow and date;
 - e. Boundary lines based upon a recent land survey of the land proposed to be subdivided and boundary lines of all proposed lots and streets;
 - f. Location and size of water and sewer lines utility easements: and drainage system proposed to serve the lots within the proposed subdivision and their point of connections with existing services;
 - g. Location, size, purpose and nature of existing roads, streets, rights-of-way, and easements adjacent to, or across, the land;
 - h. Location of any streets, rights-of-way or easements proposed to serve the lots within the proposed subdivision with a clear designation of their size, purpose and nature;
 - i. Parcels of land intended or required to be dedicated for streets or other public purposes;
 - j. Contour lines at two-foot elevation intervals for slopes less than 25 percent and five-foot elevation intervals for slopes equal to or more than 25 percent;
 - k. Accurate mapping of sensitive lands, including wetlands, stream corridors, slopes of 15 to 24 percent, slopes of 25 percent and greater, floodplains and slope hazard areas;
 - l. If a subdivision is proposed concomitantly with a planned unit development, the application requirements of Chapter 18.401 must also be met before a public hearing will be set with the planning commission;
 - m. Name, mailing address and telephone number owner and/or developer and/or preparer of information;
 - n. Environmental checklist;
 - o. Names and addresses of adjacent land owners shown on the records of the Clark County assessor located within three hundred feet of any portion of the boundary the proposed subdivision;
 - p. Modifications or variations requested, if any;
 - q. Copy of the plat map reduced to fit on eight and one-half by eleven-inch paper.
- (Ord. 676 § 1 (part), 1995).*

18.620.035 - Complete application.

No subdivision application will be processed until the planning director finds the application to be technically complete. The standards in effect at the time an application is determined to be technically complete shall apply to the review of the subdivision proposal.

(Ord. 676 § 1 (part), 1995).

18.620.040 - Notice to affected agencies and department.

Upon the filing of an application for a subdivision with the city clerk, the city clerk shall supply notice of the date, hour and location of the public hearing, together with a copy of the preliminary plat to the following agencies and departments, if appropriate:

- A. Department of public works;
- B. Clark County Fire and Rescue ;
- C. City police department;
- D. Southwest Washington Health District;
- E. Ridgefield School district;
- F. Local office of the Washington State Department of Ecology;
- G. Local office of the United Natural Resource Conservation Service;
- H. The Clark Public Utilities (CPU);
- I. The office of any telephone company servicing the area;
- J. The office of any natural gas company servicing the area;
- K. Any other affected utility company or any other pertinent agency;
- L. Copy to members of the city council.

(Ord. 676 § 1 (part), 1995).

18.620.050 - Review by review authority—Recommendation required.

A. The city hearing examiner shall review the proposed subdivision through an open record public hearing and determine whether the following standards are satisfied by the proposed subdivision:

- 1. Conformance with the provisions of the city zoning ordinance;
- 2. Conformance with RUACP;
- 3. Conformance with the provisions of this title;
- 4. Appropriate provisions for:
 - a. Public health, safety and welfare,
 - b. Open spaces,
 - c. Drainage systems,
 - d. Streets, alleys and other public ways,
 - e. Water supplies,
 - f. Sanitary waste disposal,
 - g. Parks and playgrounds,

h. Sites for schools and school grounds;

5. Based upon subsections (A)(1) through (A)(4) of this section, that the public use and interest will be served and not burdened.

B. The city hearing examiner shall submit a copy of the written findings of fact and conclusions to the city council.

(Ord. 802 § 12 (part), 2002: Ord. 744 § 20, 1999: Ord. 676 § 1 (part), 1995).

18.620.060 - Appeal of a decision regarding a preliminary plat.

An appeal of a final decision is governed by Section 18.310.100(D).

(Ord. 744 § 23, 1999).

18.620.070 - Preliminary plat—Allowance of bond in lieu of actual improvements prior to approval of final plat.

A. As an alternative to construction of required public improvements prior to final plat approval, the subdivider shall provide a surety bond or other secure method acceptable to the city council which provides for and secures the city the actual construction of the public improvements.

B. The value of the bond or security shall be 120 percent of the estimated costs of the improvements. The estimated cost shall be based upon the approved preliminary plat drawings and shall contain a certification from the developer, contractor and/or engineer that the costs are a best approximation of the actual construction costs.

C. An application for use of a surety bond or other method of security shall be made to the city clerk and shall describe the method of security to be provided and the estimated cost of the required improvements. The application including the estimated cost of improvements and the general terms of the security agreement shall be subject to review and approval by the city clerk who shall notify the subdivider of tentative approval or rejection of the application within 14 days after its filing.

D. Private improvements shall be completed prior to final plat approval.

E. After tentative approval of an application has been given by the city clerk as provided in subsection C of this section, the subdivider shall submit the bond or other method of security to the planning director for final review and recommendations thereon to the city council. The city council shall take action to accept or reject the proposed bond or other method of security prior to taking formal action on the final plat.

F. The subdivider shall provide the city with a maintenance bond with a two-year term valued at 20 percent of the actual construction costs. *(Ord. 676 § 1 (part), 1995).*

18.620.080 - Preliminary plat—Expiration of approval—Extension—Phasing—Conditions.

A. Approval of preliminary plats of proposed subdivisions shall expire five years from the date of city council approval thereof.

B. Extensions. A preliminary plat may be extended for a period of up to two years upon application. Approval of the extension shall be done by the city council through a development agreement. Extensions are subject to the following criteria and conditions:

1. The applicant must make written requests for an extension at least 60 days prior to the expiration of the preliminary plat approval;
2. There have not been any substantial changes in the laws governing the development of the plat with which lack of compliance would be contrary to public health, safety and welfare;
3. The extension is conditioned upon compliance with current requirements in effect at the time of approval;
4. The applicant shall demonstrate that the applicant has pursued final platting in good faith in light of surrounding circumstances but has been delayed:
 - a. By extensive environmental permitting times;
 - b. Extensive studies required by conditions of approval which took longer than anticipated; or
 - c. There are specific verifiable extenuating circumstances or conditions beyond the control of the applicant as deemed appropriate by the city council.

C. Phasing. Subdivisions, approved for multi-phased development, may apply for final plat approval by phase, in the following manner:

1. The first phase of development shall apply for final plat approval within five years from the date of the issuance of the final order approving the phased development;
2. The developer shall apply for final plat approval within five years after the city council approves the final plat of the first phase;
3. Subsequent phases shall final for final plat approval within five years after the city council approves the final plat for the preceding phase; and
4. The sequence of final plat approval for each phase is discretionary, subject to approval by the city engineer, e.g., final plat approval of phase three does not have to follow final plat approval of phase two.

D. Hearing. The city council shall hold a public hearing within 60 days of receipt of an extension request and proposed development agreement referred to it by the planning director giving notice thereof in the same manner as for preliminary plat hearings.

(Ord. 825 § 1, 2003; Ord. 676 § 1 (part), 1995).

18.620.090 - Submission of plans for review and inspection.

After approval of the preliminary plat for the proposed subdivision, the land owner or developer shall submit plans for inspection and approval by the city engineer, city planner and city attorney. No consultation with the foregoing consultants by the land owner or developer shall be permitted until a deposit is made for plat inspection and review in accordance with the fee schedule adopted in Chapter 18.060. The plans for review and inspection shall be filed with the city clerk or the city engineer and shall contain an electronic copy and a paper copy, both in a format prescribed by the city, of the following:

A. An application form which shall include:

1. Subdivision name,
2. Name, mailing address and telephone number of owner and/or developer and a surveyor of the plat,
3. Date,
4. Acreage,
5. Number of lots,
6. Zoning designation.

B. A Mylar, a sepia, and fourteen paper copies of the map shall be provided, and shall include the following:

1. Subdivision name,
2. Legend,
3. Location, including a quarter section, township, range, and as applicable donation land claim and/or subdivision,
4. Boundary survey,
5. Lot, block and street right-of-way and center line dimensions,
6. Street names,
7. Scale, including graphic scale, arrow north and paces of bearings,
8. Identification of areas to be dedicated,
9. Surveyor certificate, stamp, date and signature,
10. Signature blocks for the city engineer, city clerk, planning director and mayor,
11. Special setbacks, if any,
12. Easements, if any,
13. Utility easements,
14. Sidewalks;

C. A legal description of the boundary which has been certified by the land surveyor shall be provided, with seal and signatures, being an accurate description of the lands actually surveyed;

D. Restrictions and covenants shall be provided if applicable;

E. All plats within a transportation corridor combining district shall either indicate:

1. The location of all curb cuts existing in the future consistent with the development plan of the transportation corridor. All lots to be created shall have direct access to the curb cuts, or
2. The final plat application or the short plat application shall include copies of binding agreements to be conveyed with parcel ownership granting access from parcels with no curb cuts to adjacent parcels with approved curb cuts. Agreements may be easements or an access plan file with the county, subject to review and approval by the superintendent of public works and planning director.

(Ord. 676 § 1 (part), 1995).

18.620.100 - Final plat—Preparation—Submission—Fees.

- A. Each final plat submitted for approval shall be accompanied by an original reproducible drawing of the subdivision, seven copies thereof, and a current title report, and required fees.
- B. Each final plat shall be prepared by a land surveyor registered in the state and certified by the surveyor to be a true and correct representation of lands actually surveyed by him.
- C. The final plat shall be prepared by the surveyor in accordance with the provisions of the Survey Recording Act (RCW 18.90) as it now exists or is hereafter amended.
- D. The land survey of the final plat shall be referenced from two monumented section or quarter section corners or, if the land lies within an existing subdivision, from two controlling monuments within the existing subdivision.
- E. Permanent survey monuments shall be placed at all lot corners and street intersections.

(Ord. 825 § 2, 2003: Ord. 676 § 1 (part), 1995).

18.620.110 - Final plat—Conformance with preliminary plat approval.

Each final plat submitted for approval shall be in conformance with the conditions of preliminary plat approval. Minor deviations may be permitted by the city council because of unforeseen technical or engineering problems. *(Ord. 676 § 1 (part), 1995).*

18.620.120 - Final plat requirements.

Each final plat submitted for approval shall be drawn at a scale of one inch equals 100 feet or larger, shall be 18 inches by 24 inches in size, and shall contain the following information on the face of the plat or on additional sheets if approved by the administrator:

- A. Date, north arrow and scale;
- B. Name of subdivision;
- C. Accurate and complete legal description of the subdivision on the face of the final plat;
- D. 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, angles and calculations required to determine corners and distances of the plat shall accompany this data. The allowable error of closure shall not exceed one foot in 5,000 feet;
- E. Boundary lines of the subdivision of the proposed lots therein of the rights-of-way for any streets, highways, roads, easements or other uses and of dedications all to be indicated by accurate dimensions, bearing or deflection angles, and radii, arcs and central angles of all curves;
- F. Notation and description of any protective improvements or dedications required by the city council or otherwise provided for;

- G. Reference to any recorded subdivision or short subdivision adjoining the subdivision;
- H. Name and right-of-way width of each street or other right-of-way;
- I. Location, dimensions and purpose of any easements;
- J. Number to identify each lot and block;
- K. Purpose for which sites, other than residential lots, are dedicated or reserved;
- L. Certificate by the surveyor certifying to the accuracy of the survey and plat in substantially the following form:

I, _____, a Professional Land Surveyor, do hereby certify that the plat of _____ is based upon an actual survey and subdivision of Section _____, Township _____, Range _____; that the distances, courses, and angles are shown thereon correctly and that monuments and lot corners have been set on the ground as shown on the plat.

*_____
(Surveyor's Signature and Seal);*

- M. Dedication by the owner of streets, rights-of-way, easements and any sites for private, semiprivate, or public use;
- N. The signature of the planning director, city engineer, or appointed representative acting on behalf of the city. Signature by the city representative shall certify that the subdivider has either:
 1. Completed all improvements in accordance with these regulations and with the action of the city council, or
 2. Submitted a bond or other method of security in accordance with the provisions of Section 18.620.090 sufficient to assure completion of all required improvements;
- O. The signature of the administrator which shall certify that the final plat conforms with the conditions of approval for the preliminary plat of the subdivision;
- P. A space for the signature of the mayor whose signature shall evidence the approval of the final plat by the city council.

(Ord. 676 § 1 (part), 1995).

18.620.130 - Final plat approval.

- A. Upon receipt of a proposed final plat, the city council shall at their next public meeting set a date for consideration of the final plat at a public meeting. Notice of the date, time and location of the public meeting shall be posted.
- B. The city council shall review the final plat during the public meeting and shall approve the final plat if the city council determines that the final plat conforms to the conditions of preliminary plat approval, applicable state laws, and that the final plat meets the requirements of this title as it existed at the time of preliminary plat approval.
- C. Upon approving any final plat, the city council shall authorize the mayor to sign the final plat as evidence of city council approval. *(Ord. 676 § 1 (part), 1995).*

18.620.140 - Final plat—Recording.

All final plats approved by the city council shall be filed for record immediately, or as soon as possible, by the subdivider at the Clark County auditor's office. The subdivider is responsible for all filing fees. Any final plat filed record containing a dedication shall be accompanied by current title report.

(Ord. 676 § 1 (part), 1995).

18.620.150 - Final plat—Alterations, vacations.

A. The alteration or vacation of final plats filed for record in the office of the Clark County auditor shall comply with the provisions of Chapter 58.12 Revised Code of Washington.

B. All petitions for plat alterations or vacations shall be reviewed by the city hearing examiner and a recommendation made thereon to the city council prior to city council action.

(Ord. 802 § 12 (part), 2002: Ord. 676 § 1 (part), 1995).

18.620.160 - Final plat—Street vacations.

A. The vacation of any street within a final plat filed for record in the office of the Clark County auditor shall comply with the provisions of Chapter 35.79 Revised Code of Washington.

B. All petitions for street vacations or resolutions of the city council initiating the same shall be reviewed by the city hearing examiner and a recommendation made thereon to the city council prior to city council action.

C. The abutting property owners of any street, alley or other public way to be vacated shall compensate the city in an amount equal to the proportionate amount of value of the area to be vacated.

(Ord. 802 § 12 (part), 2002: Ord. 676 § 1 (part), 1995).

RDC Chapter 18.630: DESIGN REQUIREMENTS

Sections:

- 18.630.010 - Conformity with provisions required.
- 18.630.020 - Utility easement design.
- 18.630.030 - Street classification.
- 18.630.040 - Street names.
- 18.630.050 - Conformance with design and engineering plans—Inspection of improvements.

18.630.010 - Conformity with provisions required.

A. In the planning and development of each subdivision regulated by the provisions of this title, the subdivider shall:

1. Prepare the subdivision in conformance with the provisions of the Ridgefield comprehensive plan, the requirements of this title, the requirements of the latest edition of the city of Ridgefield Engineering Standards for Public Works Construction, hereinafter referred to as engineering standards, and any and all adopted conditions of approval.
2. Comply with the lot area and dimension standards in the underlying zone.
3. Provide the minimum lot width at the building setback line commensurate with the average minimum lot width requirement for the zone in which the lot is located.

B. Modifications of the underlying lot area, dimension width at setback line may only be allowed through the adjustment or variance process, consistent with RDC 18.350, unless otherwise allowed through the PUD process. (*Ord. 676 § 1 (part), 1995*).

18.630.020 - Utility easement design.

- A. Utility easements shall be continuous and aligned from block to block within a subdivision and with adjoining subdivisions as far as possible.
- B. An eight-foot-wide easement shall be provided along any street frontage of a subdivision.
- C. Drainage easements shall be provided where a subdivision is traversed by a watercourse, drainage way or stream channel. Alignment and width of drainage easements shall be established by the Ridgefield Engineering Standards.
. (*Ord. 676 § 1 (part), 1995*).

18.630.030 - Street classification.

Street classifications and design requirements are provided in the Ridgefield Engineering Standards. (*Ord. 676 § 1 (part), 1995*).

18.630.040 - Street names.

- A. Streets which are aligned with existing streets or are a continuation thereof shall bear the name of the existing street.
- B. Streets which are not aligned with existing streets or a continuation thereof shall not bear a name which will duplicate or be confused with the name of existing streets.
- C. All street names are subject to approval by the hearing examiner.

(Ord. 802 § 13 (part), 2002: Ord. 676 § 1 (part), 1995).

18.630.050 - Conformance with design and engineering plans—Inspection of improvements.

- A. The subdivider shall construct all required improvements in conformance with the approved design and engineering plans.
- B. All required improvements shall be inspected by the city engineer and approved prior to submittal of the final plat or the release of the bond or other method of security. *(Ord. 676 § 1 (part), 1995).*