



## FINAL PLAT / SHORT PLAT APPLICATION

Liberty Lake Planning, Engineering & Building Services  
 22710 E Country Vista Drive, Liberty Lake, WA 99019  
 Phone: (509) 755-6704 Fax: (509) 755-6713  
 Website: [www.libertylakewa.gov](http://www.libertylakewa.gov)  
 Email: [permitcenter@libertylakewa.gov](mailto:permitcenter@libertylakewa.gov)

For specific information regarding the process for application and submittal criteria, please refer to the City's Development Code §10-4D-7 for plats and short plats.

Along with this application and the associated fees, please provide electronic copies of the following:

- Agreement to Pay Fees
- Copy of Preliminary Plat / Short Plat Conditions of Approval
- Civil Plans (unless previously reviewed and approved)
- Geotech Report
- Landscape Plans
- Plat / Title Certificate (with live links to the recorded easements)
- Final Plat / Short Plat
- Copy of all recorded CC&R's, deed restrictions, private easements and agreements, and docs pertaining to common improvements recorded and referenced on the plat
- Letter documenting compliance with approval criteria (10-4D-7(B))

The City's Plat review will be coordinated with the Fire District, sewer and water purveyors, and dry utilities. Certifications from the water and sewer purveyors, and the Fire District shall be required prior to plat approval.

Prior to recordation, the Final Plat will need to be accepted by City Council; all fees associated with the plat shall be paid in full; and all required warranty and/or performance bonds associated with required infrastructure shall be in place. The applicant will provide a paper copy for City signature with original owners' signatures and wet stamps for the notary and surveyor. Upon City signature, it shall be the responsibility of the applicant to record the signed plat with the County Recorder and provide the City of Liberty Lake with an electronic copy of the recorded plat.

<b>Applicant 1</b>	
Name:	Contact Person:
Email:	Phone:
Address:	City, State, Zip:
<b>Applicant 2</b>	
Name:	Contact Person:
Email:	Phone:
Address:	City, State, Zip:
<b>Agent/Consultant/Attorney</b> (mandatory if primary contact is different from applicant or property owner)	
Name:	Contact Person:
Email:	Phone:
Address:	City, State, Zip:
<b>Property Owner 1</b>	
Name:	Contact Person:
Email:	Phone:
Address:	City, State, Zip:
<b>Property Owner 2</b>	
Name:	Contact Person:
Email:	Phone:
Address:	City, State, Zip:
<b>Project Contact's Name:</b>	
Email:	Phone:

General Project Information		
Plat / SP Name:		File Number:
Parcel Number(s):		
Preliminary Plat / SP Approval Date:		Total Number of Approved Lots:
Is the Project Phased?	Yes      No	Phase Number / Addition:

Final Plat / SP Data	
Number of Lots / Parcels:	Gross Area:
Largest Lot Size (sq ft):	Smallest Lot Size (sq ft):
Minimum Lot Frontage / Front Lot Line Width:	Maximum Lot Depth:

**Residential & Mixed Use Only**

Gross Density:	Net Density*:
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\* Net Density is units or lots per acre minus the area of public or private right of way, parks, common open space, and any other nonresidential use.  
 Net Density = Total Lots / (Gross area of site – right of way, parks, common open space, and any other nonresidential use)

Gross density is units or lots per acre.  
 Gross Density = Total Lots / Gross area of site

Example: 500 lots on 150 acres with 30 acres of right of way and parks  
 Net Density = 500 / (150-30) = 4.16 units per acre, Gross Density = 500 / 150 = 3.33 units per acre

**Average Net Density for Entire Development:**

Is Dedication of Public Land for Public Use Proposed? (Streets, Parks, Open Space, Schools)	Yes	No
If Yes, Explain:		

Will the Development have a Homeowners Associate / Property Owners Association?	Yes	No
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**Utility Companies / Districts to Provide Service to this Proposal:**

School District:	Fire District:
Sewer Purveyor:	Water Purveyor:
Electricity:	Gas:
Phone:	Cable:

**Required Signatures**

THE BELOW SIGNED PROPERTY OWNERS CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT TO THE BEST OF OUR KNOWLEDGE AND UNDER PENALTY OF PERJURY, EACH STATE THAT WE ARE ALL OF THE PROPERTY OWNERS OF THE PROPERTY DESCRIBED ABOVE AND DESIGNATE THE ABOVE LISTED AGENT / CONSULTANT / ATTORNEY TO ACT AS OUR AGENT WITH RESPECT TO THIS APPLICATION.

Applicant 1 Signature	Printed Name	Date
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Applicant 2 Signature	Printed Name	Date
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Agent / Consultant / Attorney Signature	Printed Name	Date
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Property Owner 1 Signature	Printed Name	Date
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Property Owner 2 Signature	Printed Name	Date
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