

Yakima Health District On-Site Sewage System Program

PLAT REVIEW PROCEDURES

Note: The Health District recommends that the lots be surveyed after we have reviewed the project. This may save time and money if the lot lines need to be adjusted or moved.

- Step 1:** Make a preliminary plat application with the Yakima County Planning Department.
- Step 2:** When the Planning Department has issued its “Yakima County Subdivision Administrator Findings and Preliminary Decision,” bring a copy of the “Findings” with you to the Yakima Health District (YHD). Complete an application for a Plat Review. Submit the application with the following:
1. Copies of the “Yakima County Subdivision Administrator Findings and Preliminary Decision” for the proposed plat.
 2. A map showing the proposed lots with dimensions, well sites (existing and proposed), existing structures, septic system locations (existing and proposed), etc. Please show well site locations with measurements from the two nearest lot lines. **Your application will not be processed without a map.**
 3. The appropriate fee.
- Step 3:** Complete the following at the site of the proposed plat prior to scheduling an appointment with YHD staff:
1. Locate and flag all existing and proposed well sites in the project. Please remember that all well sites must be at least 100 feet from any potential source of pollution (i.e. surface water, drainfields, livestock pens, etc.)
 2. Locate and flag all property corners on each existing and proposed lot.
 3. Dig at least two testholes (in the drainfield area) on each proposed vacant lot (see Site & Soil Evaluation). On lots with existing structures and drainfields at least one testholes may be required to verify available drainfield replacement area. The testholes should be 5 to 7 feet deep and at least 100 feet from all existing and proposed wells and surface waters.
- Step 4:** Notify YHD staff when Step 3 is completed. You may schedule an appointment with YHD staff if you wish to meet on-site.
- Step 5:** The YHD field staff will visit the site, evaluate the soils in the testholes, and complete well site inspections. If changes are necessary, the owner and/or applicant will be contacted.
- Step 6:** Health District staff will draft and send a “Preliminary Plat Findings” letter to the owner and/or applicant outlining our findings and recommendations. A copy of this letter is automatically sent to the Yakima County Planning Department.
- Step 7:** Complete or address all recommendations listed in the “Preliminary” letter which may include the following:

1. Submit a paper copy of the proposed final plat.
2. **Obtain community well approval** from Washington State Department of Health, if a community well is required for your proposed plat. (Generally if you are proposing to create two or more vacant lots, a community well is required.) Please contact YHD for a community well approval packet.
3. Complete and file all covenants required including declaration of covenant and restrictive covenants for community well control zones, well access easements, etc.

Step 8: Health District staff will issue a “Final Plat Findings” letter to the owner and/or applicant. A copy is automatically sent to the Yakima County Planning Department. Generally, if all recommendations and requirements have been met, project approval is recommended.

After reading this material, if you still have questions please call and speak with one of the field staff:

YAKIMA HEALTH DISTRICT

249-6508

or

1-800-535-5016 ext 508