



REQUIRED APPLICATION MATERIALS

Binding Site Plan: Individual Lot Approval

Updated 3/10/2025

Yakima County Public Services

128 North Second Street · Fourth Floor Courthouse · Yakima, Washington 98901
(509) 574-2300 · 1-800 572-7354 · FAX (509) 574-2301 · www.co.yakima.wa.us

PLEASE ATTACH THE FOLLOWING TO THE FORM:

- All applicable project permit forms fully filled out. If a question does not apply, please indicate with NA.
- A General Application form fully filled out and signed by the property owner(s) of all lots involved (YCC 16B.04.020(1)(a)).
 - a. For properties owned by a charity or corporation, submitting the Washington Secretary of State registered agent information is required;
 - b. If you are signing the application as the power of attorney, executor of a will, or similar, a copy of the legal documentation assigning such authority is required; and,
 - c. If the application is associated with a school district, fire district, or similar, it must be signed by a board member, commissioner, elected executive, or additional legal documentation indicating another person has signing authority for the entity.
- A narrative addressing the requirements under YCC 19.30.060(10)(a)(i-iv). Include a description of the provisions for long-term maintenance with adequate financing for areas and facilities under common ownership (YCC 19.30.060(10)(b)).
- An Owner's Commitment or Subdivision Guarantee (Title Report). This must be current within 60 days of submitting a complete application and meet the requirements of YCC 19.030.060(8).
- A site plan meeting all the requirements of YCC 19.30.070(1) and (2), and YCC 19.30.074(1)(a-b).
- A survey titled "Amended Final Binding Site Plan" meeting the requirements of the Survey Recording Act (RCW Chapter 58.09) and of YCC 19.34.080(3)(b), prepared by a licensed land surveyor.
- Evidence that all infrastructure to serve the proposed lot(s) has been constructed to the standard outlined in the decision for the general binding site plan (YCC 19.34.080(3)(b)(ii)).
- Evidence that all improvements required for finalization of specific individual, commercial, or industrial lots were constructed and accepted prior to the time of application for the individual lots (YCC 19.34.080(3)(b)(iii)).
- Payment for all required Planning Division and additional fees (YCC 16B.04.020(1)(e) and YCC Title 20). These fees do not include Hearing Examiner fees, final review fees, recording fees, and other potential fees for permits required upon review of the application.