



INFORMATION BULLETIN No. 32

City of Blaine

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SHORT SUBDIVISION

WHAT IS A SHORT SUBDIVISION?

A short subdivision, or short plat, is the division of land into a maximum of four parcels or lots. A short subdivision may start with one parcel, or several parcels, but only four or fewer parcels may result from the subdivision.

A SHORT SUBDIVISION CAN BE USED TO:

Combine numerous platted parcels into a few larger buildable parcels.

Divide a large parcel into up to four new buildable parcels.

A SHORT SUBDIVISION CANNOT BE USED TO:

Divide a large parcel into more than four lots.

Divide a parcel that has been created through a short subdivision in the past five years.

Create a parcel that does not meet the minimum lot size for the zoning district.

HOW IS THE APPLICATION PROCESSED?

The application is processed as Type I-ADM application. Refer to the Informational Bulletin describing that process. **See IB#6.**

WHAT ABOUT WETLANDS?

Wetlands, steep slopes, and other critical areas are regulated by the City's Critical Areas Ordinance, and are protected from certain impacts. If the land you wish to divide is believed to have these features, Community Development Services staff will require a technical study such as a wetland delineation. Your short subdivision will need to account for these unique natural features.

WHAT ABOUT UTILITIES AND ROADS?

Lots created by a short subdivision must have adequate access to public roads and utilities. Improvements to public street frontage and

HOW DO I APPLY?

1. A pre-application conference is recommended, but not required.
2. Submit a complete **Short Subdivision Application** and a **Land Use Master Invoice**.
3. You must pay the applicable fees

Applications are submitted by appointment.

utility lines (construction) may be required as part of the short subdivision approval.

RECORDING THE DRAWINGS

Following approval by the administrator, a final short subdivision shall be prepared by a licensed land surveyor. These are submitted to the City for signatures, and returned to the applicant. A short subdivision becomes effective once the required documents have been recorded with the County auditor, and the applicant has returned **two** copies of each recorded document bearing the county auditor's stamp verifying recording.

No building or other site development permits will be granted until the applicant returns the copies of the recorded documents to the Community Development Services Department.

MORE QUESTIONS?

For further information, please call the Community Development Services Department at the City of Blaine (360) 332-8311.

The City of Blaine's Community Development Department has created customer information bulletins to inform the general public about the effect of codes and regulations on their projects. These bulletins are not intended to be complete statements of all laws and rules and should not be used as substitutes for them. If conflicts and questions arise, current codes and regulations are final authority. Because the codes and regulations may be revised or amended at any time, consult City of Blaine, CD staff to be sure you understand all requirements before beginning work. It is the applicant's responsibility to ensure that the project meets all requirements of applicable codes and regulations.