



## Land Division Review Basics

A general description of what each discipline considers during review of a land division application.

Department	Preliminary Plat Application	Final Plat Application
<b>Assessor</b>		Taxation for current use, road and easement dedications, signature block details, lot numbers, lot and tract size and dimensions, lot closure calculations.
<b>Cartography</b>	Road names are assigned and must be shown correctly on the document.	Addresses are assigned and checked to be sure all road names and addresses are shown correctly on the document.
<b>Development Engineering</b>	Review of conceptual storm drainage plan and check for compliance with road design standards.	Compliance with the issued site development permits and preliminary plat decision.
<b>Fire</b>	<ul style="list-style-type: none"> <li>• Lot access. This may include pipe stem lots that are not sized to accommodate EVA.</li> <li>• A certificate of water availability certifying that the required flow is available. At this time, we are able to determine if additional hydrants are required to be installed.</li> <li>• That the property is in a fire district, and that it is not FD 25. (If it is we would make the applicant aware that sprinklers are required in each building.)</li> </ul>	<ul style="list-style-type: none"> <li>• That the lot configuration hasn't changed from the preliminary plat and that if it has we still have enough room for EVA to each lot.</li> <li>• If they were required, that the hydrants have been installed and the water system permit is final approve. (Which means we have received and approved the as-builts and flow tests.)</li> <li>• A certificate of water availability signed for final plat has been provided to FPB.</li> <li>• Any required FPB notes were put on the face of the plat.</li> </ul>
<b>Health</b>	<p>Complete thorough review:</p> <ul style="list-style-type: none"> <li>• Public Water: Check for Water Availability /Adequacy</li> <li>• Individual well: Thorough review of well location and setbacks with physical well-site inspection.</li> <li>• Septic: Review of design, soil logs and density requirements. Check to see if within 300-feet of sewer (differs by jurisdiction).</li> </ul>	<ul style="list-style-type: none"> <li>• Review to make sure plans match preliminary approval, location identified on final plat document?</li> <li>• Conditions of Preliminary approval met.</li> <li>• Public Water = Check for Water Availability/Adequacy</li> <li>• Individual well: Thorough review of well location and setbacks.</li> <li>• Septic: Review of design, soil logs and density requirements. Check to see if within 300-feet of sewer (differs by jurisdiction).</li> </ul>

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	<ul style="list-style-type: none"> <li>o Community System: Conceptual Community System design approved.</li> </ul> May require Method II report to justify reduced lot sizes.	Community System: Design approved, installed and record drawing accepted.
<b>Planning</b>	<ul style="list-style-type: none"> <li>• Check to make sure density requirements have been met.</li> <li>• Design standard compliance; site clearing, tree conservation, landscape buffers, street trees, on-site recreation, infill compatibility, see also <a href="#">Policy CP2017-1</a>.</li> </ul>	<ul style="list-style-type: none"> <li>• Compliance with Preliminary Plat decision.</li> <li>• Details for items that may have been conceptual at time of preliminary plat, such as plant species, recreation space amenities, architectural features (small lot design).</li> </ul>
<b>Sewer</b>	For some cities and unincorporated Pierce County, the following items are checked: sewer service area, is it in the urban growth area, is it within 300 feet of sewer – if yes, the project must connect to sewer, submittals would need to be consistent with Chapter 13, un-sewered on this side of the bridge to verify.	For projects required to have sewer, a detailed review of the sewer lines is done.

**Permits/Reviews that may be required between Preliminary and Final Plat Approval:**

- Site Development
- Sewer Line Extension (must have final acceptance of construction or bond based on approved plans)
- Sewer Service (must have final acceptance of construction or bond based on approved plans)