

## **Title 14**

### **SUBDIVISIONS\***

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\* Copies of all King County Code and Revised Code of Washington provisions adopted by reference in this title are available in the office of the City Clerk for use and examination by the public.

**Chapter 14.16****DEFINITIONS**

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- 14.16.226 Subdivision, Short
- 14.16.230 Tract
- 14.16.231 Unit Lot Subdivision – CHANGES PROPOSED**
- 14.16.232 Vegetated LID BMPs
- 14.16.234 Zoning Code

#### **14.16.058 Density, Base Lot**

A measure of the number of primary land uses present on all lands subject to a given land use application but not including any “sensitive areas” as defined by SMC 15.700.015, Definitions. As applied within this title, base lot density refers to a base or minimum land area required by the Zoning Code for every one (1) primary use, e.g., seven thousand two hundred (7,200) square feet per ~~single-family residence~~detached dwelling unit – six (6) units per acre – in the ~~UL-7200RL~~ zone.

#### **14.16.124 Lot, Parent**

Lot which is subdivided into unit lots through the unit lot subdivision process.

#### **14.16.128 Lot, Unit**

A subdivided lot, that allows up to one dwelling unit, created from a parent lot and approved through the unit lot subdivision process.

#### **14.16.218 Subdivision**

Any delineation and legal segregation of real property into lots, tracts, parcels, or sites for the purpose of development, sale, lease, or transfer of ownership through the process for long subdivision, short subdivision, unit lot subdivision, or binding site planning.

#### **14.16.231 Unit Lot Subdivision**

The division of a parent lot into two or more unit lots within a development and approved through the unit lot subdivision process.

## Chapter 14.17

### General Standards and Procedures

#### Sections:

<b>14.17.010</b>	<b>Purpose – CHANGES PROPOSED</b>
<b>14.17.020</b>	<b>General Provisions – CHANGES PROPOSED</b>
14.17.030	Lot Configuration and Access
<b>14.17.040</b>	<b>Complete Application Required – CHANGES PROPOSED</b>
14.17.050	Public Notice Requirements
14.17.060	General Application Review
14.17.080	Criteria for Approval of Subdivision Application
14.17.090	Filing
14.17.095	Time Limits on Preliminary Approval – Long Subdivision and Binding Site Plan
14.17.100	Variances
14.17.110	Appeals

#### **14.17.010 Purpose**

This chapter establishes the general standards and procedures for dividing land through the short subdivision, [unit lot subdivision](#), long subdivision, and binding site plans process. Additional and specific requirements for short subdivisions, long subdivisions and binding site plans follow in succeeding chapters.

#### **14.17.020 General Provisions**

A. Applicants for short subdivisions, [unit lot subdivision](#), long subdivisions, and binding site plans shall provide the reviewing authorities reasonable access to the subject property so that the City may determine the status and characteristics of the land which relate to the application. Such access shall be provided beginning on the date the Director, or designee, determines the application to be complete, and terminating on the date that the City issues its final decision. The applicant's signature upon the application shall be considered written consent to such access.

B. In cases where an environmental impact statement (EIS) is required under the provisions of the State Environmental Policy Act (Chapter 43.21C RCW), the Department shall not initiate review of any subdivision until the Final EIS is completed.

C. Any subdivision within the Angle Lake shoreline jurisdiction, as defined by the City's Shoreline Master Program, shall be considered new shoreline development and shall be required to satisfy all applicable requirements of the Shoreline Master Program, the Shoreline Management Act as well as the State Environmental Policy Act.

D. All applicable conditions established under a shoreline substantial development permit shall be recorded on the face of the final plat. Shoreline approval shall be annotated on the plat, and no further shoreline review will be required for uses on the property; provided, that those uses remain consistent with the original proposal and conditions, and that no further division of the property is proposed.

E. Site planning and design shall consider stormwater management, especially the design and integration of LID BMPs, as early as possible in the project planning phase. Locate buildings away from soils that provide effective infiltration, site LID BMPs in areas with good infiltration capacity, reduce impervious surfaces, and retain native vegetation.

F. No subdivision, short subdivision, [unit lot subdivision](#), or binding site plan shall receive final approval until any and all required on-site and off-site improvements have been constructed, or financial security has been established as allowed by Chapter 13.200 SMC. This requirement shall apply equally with regard to either public or private improvements.

#### **14.17.040 Complete Application Required**

A. A complete application shall be required before taking review action on any proposed subdivision.

B. All applications shall be subject to the application requirements established by SMC Title 16A. ~~for subdivision shall be submitted on the appropriate forms to the Department. The Department shall prescribe the format of all application forms and shall provide the same to applicants. The application shall include all information deemed necessary by the Director to make a decision consistent with State and City standards.~~

C. ~~In addition to any other submissions required under SMC 16A.07.030, applications for subdivision shall be considered complete only after the City verifies that the applicant has provided all items required by the application checklist.~~

## Chapter 14.18

### Short Subdivision

#### Sections:

#### **14.18.010 Purpose – CHANGES PROPOSED**

- 14.18.020 General Limitations
- 14.18.030 Material Errors
- 14.18.040 Changes to Proposed or Approved Short Plats
- 14.18.050 Short Subdivision Review
- 14.18.060 Preliminary Plat Format and Content Requirements
- 14.18.070 Final Short Plat Format and Content Requirements
- 14.18.080 Time Limits on Preliminary Approval

#### **14.18.090 Unit Lot Subdivision Standards – NEW SECTION**

#### **14.18.010 Purpose**

This chapter establishes specific review procedures and approval criteria for the short subdivision of land or unit lot subdivision into nine (9) or fewer lots, tracts, parcels, or sites. This chapter shall at a minimum implement the requirements of State law.

B. Proposals to amend an approved final short plat shall be treated as an alteration pursuant to the provisions of this chapter and Chapter 14.25 SMC regarding alterations.

#### **14.18.090 Unit Lot Subdivision Standards**

A lot may be divided into separately owned unit lots and common areas, provided the following standards are met:

A. Process. Unit lot subdivisions shall follow the application, review, and approval procedures for a short subdivision.

B. Applicability. A lot to be developed with middle housing, detached accessory dwelling unit, or multiple detached single-family residences, in which no dwelling units are stacked on another dwelling unit or other use, may be subdivided into individual unit lots as provided herein.

C. Development as a whole on the parent lot, rather than individual unit lots, shall comply with applicable unit density and dimensional standards.

D. Subsequent platting actions and additions or modifications to structure(s) may not create or increase any nonconformity of the parent lot.

E. Access easements, joint use and maintenance agreements, and covenants, conditions and restrictions (CC&Rs) identifying the rights and responsibilities of property owners and/or the homeowners' association shall be executed for use and maintenance of common garage, parking, and vehicle access areas; bike parking; solid waste collection areas; underground utilities; common open space; shared interior walls; exterior building facades and roofs; and other similar features shall be recorded with the county auditor.

F. Within the parent lot, required parking for a dwelling unit may be provided on a different unit lot than the lot with the dwelling unit for which the parking serves, as long as the right to use the parking is included in notes on the face of the short plat or formalized by an easement recorded with the county auditor.

G. Portions of the parent lot not subdivided for individual unit lots shall be owned in common by the owners of the individual unit lots, or by a homeowners' association comprised of the owners of the individual unit lots.

H. Notes shall be placed on the face of the short plat as recorded with the county auditor to state the following:

1. The title of the plat shall include the phrase "Unit Lot Subdivision."

2. Approval of the development on each unit lot was granted by the review of the development, as a whole, on the parent lot.

I. Effect of Preliminary Approval. Preliminary approval constitutes authorization for the applicant to develop the required facilities and improvements, upon review and approval of construction drawings. All development shall be subject to any conditions imposed by the city on the preliminary approval.

J. Revision and Expiration. Unit lot subdivisions follow the revision and expiration procedures for a short subdivision.

## Chapter 14.20

### LONG SUBDIVISION

#### Sections:

- 14.20.010 Purpose
- 14.20.030 Preliminary Plat Format and Content Requirements
- 14.20.050 Preliminary Review of Long Subdivision
- 14.20.055 Criteria for Review of Long Subdivisions
- 14.20.057 Hearing Examiner Review
- 14.20.060 Final Administrative Review for Long Subdivisions – CHANGES PROPOSED**
- ~~14.20.070 Final Hearing Examiner Review of Long Subdivision – REPEALED~~
- ~~14.20.080070~~ Effective Period for Terms of Approval
- 14.20.090080 Certification of Plat for Recording – CHANGES PROPOSED**
- ~~14.20.100090~~ Substantial Modification to Approved Subdivisions

#### **14.20.060 Final Administrative Review for Long Subdivisions**

A. The applicant shall file for final plat approval within five (5) years of preliminary approval. The ~~Hearing Examiner~~ Director may approve a one (1) time extension, not exceeding one (1) year, to file the final plat, subject to the following criteria:

1. The applicant has applied for permits and has begun substantial work to install improvements as conditioned by the preliminary plat approval; or
2. The applicant has bonded for all improvements.

B. In addition to any other requirements established under Chapter 14.17 SMC, the applicant will also submit with the final plat:

1. Certification by the County that all taxes have been paid in accordance with RCW 58.17.160(4).
2. All final subdivisions shall be recorded with surveys consistent with Chapter 58.09 RCW. All lot corners shall be staked correctly on the ground. In all subdivisions, at least two (2) off-site existing or newly set monuments shall be referenced in the survey.

C. Upon receipt of a final plat and all supporting documents, the Department shall forward those documents to applicable staff for review. Each department shall determine if the final plat remains in compliance with the preliminary approval for long subdivision, the required improvements and conditions, and applicable City codes.

D. Final plats shall be administratively approved, disapproved, or returned to the applicant within thirty (30) days from the date of filing thereof, unless the applicant consents to an extension of such time period.

~~D. Upon notice from each applicable City department that the final plat complies with the preliminary conditions for approval, the Director shall place the final subdivision on the next available Hearing Examiner agenda.~~

~~E. Prior to the date at which the Hearing Examiner will consider the final subdivision, the Department shall issue a report and recommendation to the Hearing Examiner concerning the conformity of the final subdivision with the established conditions for preliminary approval.~~

E. The Director shall not approve a proposed long subdivision without written findings that the applicant has adequately addressed each of the criteria and issues listed under SMC 14.17.080 and 14.20.055.

#### ~~14.20.070 Final Hearing Examiner Review of Long Subdivision~~

~~A. The Hearing Examiner shall have the sole authority to finalize long subdivisions. Following review of staff reports, the original application and the final plat, the Hearing Examiner shall approve, disapprove, or return the proposed final subdivision to the applicant for further modifications or corrections.~~



~~B. The Hearing Examiner shall not approve a proposed long subdivision without written findings that the applicant has adequately addressed each of the criteria and issues listed under SMC 14.17.080 and 14.20.055.~~

**14.20.080070 Effective Period for Terms of Approval**

A. A long subdivision shall be governed for a period of five (5) years by any and all conditions established for it on the date of preliminary approval. The five (5) year period shall begin on the date of final approval pursuant to RCW 58.17.170.

B. Pursuant to RCW 58.17.170, the City reserves the authority to alter any original conditions for subdivision approval should a serious threat to the public health or safety arise.

**14.20.090080 Certification of Plat for Recording**

In addition to the departmental signatures required under SMC 14.17.090, the ~~City Manager~~ Director shall sign the final plat of each long subdivision ~~to certify approval by the Hearing Examiner.~~

**14.20.100090 Substantial Modification to Approved Subdivisions**

A. Where an applicant requests substantial modifications to an approved preliminary or unrecorded final subdivision, and where those substantial modifications are not in response to staff review or public appeal, that request shall be treated as a new application for the purpose of vesting. The City shall determine modifications to be substantial wherever the applicant proposes:

1. The creation of additional lots; or
2. The reduction or elimination of open space; or
3. Changes to conditions of approval on an approved preliminary subdivision.

B. Where the City determines a substantial modification has been proposed, the applicant may proceed with the original plat, request lesser modifications, or abandon the original application for a new proposal.

C. Any applicant seeking substantial modifications through a new action shall initiate and complete the application process required under this title as if no earlier application had been made.

D. The City shall review no more than one (1) subdivision and/or binding site plan application on any property at one (1) time. In seeking substantial modification under a new proposal, the applicant abandons all prior applications.

## Chapter 14.22

### BINDING SITE PLANS

Sections:

**14.22.010 Purpose – CHANGES PROPOSED**

**14.22.020 General Provisions, Requirements and Limitations – CHANGES PROPOSED**

14.22.030 Vacation or Dissolution

**14.22.040 Graphic Site Plan – CHANGES PROPOSED**

~~14.22.050 Permissive Variations in Requirements - REPEALED~~

~~14.22.060~~14.22.050 Substantial Modifications to Approved Binding Site Plans

#### **14.22.010 Purpose**

This chapter is established to:

A. Provide an optional subdivision process by which consolidated commercial, industrial, mobile home or condominium uses may be developed in a manner that is qualitatively equivalent to, or better than, traditional lot-by-lot development.

~~B. — Integrate planned unit development procedures specified under Chapter 15.215 SMC with a complementary subdivision process so that resulting lots, tracts, or parcels may be better planned and operated as parts of a single commercial, industrial, mobile home or condominium development.~~

~~C.B.~~ Allow the Director flexibility in the application of specific zoning and lot configuration requirements as they may apply interior to the site, provided all resulting development is consistent with applicable health, fire and building codes.

~~D.C.~~ Allow the Director to authorize the sharing of open space, parking, access and other improvements between contiguous properties where developed for the same purpose.

~~E.D.~~ Minimize the need for variances or other special regulatory procedures where development sites are characterized by peculiar geographic, topographic or dimensional features.

#### **14.22.020 General Provisions, Requirements and Limitations**

A. ~~Except as provided in this chapter, the review procedures and criteria established under Chapter 14.20 SMC shall apply to binding site plan applications.~~ Binding site plan applications shall be processed as a Type II permit.

B. Each lot established or modified consistent with this chapter shall be considered a legal lot of record under this title.

C. A binding site plan establishes or alters lots, tracts, or parcels and determines specific requirements for their future coordinated development. Approval of a binding site plan shall not in itself authorize the establishment of any specific use thereon.

D. Binding site plan applications may be considered for either vacant properties or for the redevelopment of sites that support ongoing uses.

E. Binding site planning shall result in no less than two (2) contiguous lots.

F. The binding site plan shall ensure that the collective lots continue to function as one (1) site with respect to, but not limited to, lot access, interior circulation, open space, landscaping, drainage facilities, facility maintenance and parking.

G. The approved lot configuration of a binding site plan, and all associated provisions, conditions and requirements, shall be legally enforceable upon each current and subsequent owner, purchaser, lessee or other person acquiring an ownership interest of any subject lot, parcel, or tract.

H. The site plan shall be supported by written covenants, descriptions and similar instruments, in a format determined by the Director. These instruments shall set forth all applicable limitations and conditions, including dedications of property, and shall contain provisions assuring that any development of the site shall remain in conformity with the approved binding site plan.

~~I. The applicant's decision to participate in binding site planning is optional. The City may ask binding site plan applicants to provide a written waiver of the ninety (90) day time limit for review associated with subdivisions. In such a case, the City and applicant shall arrive at a written agreement as to the appropriate duration of site plan review. Nothing in this provision shall be construed as compelling the applicant to provide such a waiver.~~

#### **14.22.040 Graphic Site Plan**

~~Graphic site plans shall serve substantively the same functions as the preliminary and final plats of a proposed subdivision.~~ The applicant shall submit a preliminary graphic site plan to the City to provide for review ~~by staff and the Hearing Examiner.~~ The site subject to an approved binding site plan shall be surveyed by a professional land surveyor. The professional land surveyor shall prepare a final graphic binding site plan for recording. Binding Site plans shall portray:

- A. All items of information required of a preliminary or final subdivision plat.
- B. Proposed topography and landscaping of the entire site.
- C. The delineation of all potential building envelopes or proposed footprints.
- D. The location and area of all proposed utilities, drainage features, general improvements, open space, environmentally sensitive areas, water bodies and streams, setbacks, buffers and any other elements required by this title and the SeaTac Municipal Code.
- E. Inscriptions, certifications, references or attachments prescribing all use limitations and conditions established under the binding site planning process.
- F. All other items necessary to ensure conformity of development with the approved site plan.
- G. One (1) of the following statements shall be recorded on the face of every final binding site plan.

- 1. Regarding commercial, industrial or mobile home site plans:

ALL DEVELOPMENT AND USE OF THE LAND DESCRIBED HEREIN SHALL BE IN ACCORDANCE WITH THIS BINDING SITE PLAN, AS IT MAY BE AMENDED WITH THE APPROVAL OF THE CITY, AND IN ACCORDANCE WITH SUCH OTHER GOVERNMENTAL PERMITS, APPROVALS, REGULATIONS, REQUIREMENTS, AND RESTRICTIONS THAT MAY BE IMPOSED UPON SUCH LAND AND THE DEVELOPMENT AND USE THEREOF. UPON COMPLETION, THE IMPROVEMENTS ON THE LAND SHALL BE OWNED BY AN ASSOCIATION OR OTHER LEGAL ENTITY IN WHICH THE OWNERS OF UNITS THEREIN OR THEIR OWNERS' ASSOCIATIONS HAVE A MEMBERSHIP OR OTHER LEGAL OR BENEFICIAL INTEREST. THIS BINDING SITE PLAN SHALL BE BINDING UPON ALL NOW OR HEREAFTER HAVING ANY INTEREST IN THE LAND DESCRIBED HEREIN.

- 2. Regarding condominium site plans:

ALL DEVELOPMENT AND USE OF THE LAND DESCRIBED HEREIN SHALL BE IN ACCORDANCE WITH THIS BINDING SITE PLAN, AS IT MAY BE AMENDED WITH THE APPROVAL OF THE CITY, AND IN ACCORDANCE WITH SUCH OTHER GOVERNMENTAL PERMITS, APPROVALS, REGULATIONS, REQUIREMENTS, AND RESTRICTIONS THAT MAY BE IMPOSED UPON SUCH LAND AND THE DEVELOPMENT AND USE THEREOF. UPON COMPLETION, THE IMPROVEMENTS ON THE LAND SHALL BE INCLUDED IN ONE OR MORE CONDOMINIUMS OR OWNED BY AN ASSOCIATION OR OTHER LEGAL ENTITY IN WHICH THE OWNERS OF UNITS THEREIN OR THEIR OWNERS' ASSOCIATIONS HAVE A MEMBERSHIP OR OTHER LEGAL OR BENEFICIAL INTEREST. THIS BINDING SITE PLAN

SHALL BE BINDING UPON ALL NOW OR HEREAFTER HAVING ANY INTEREST IN THE LAND DESCRIBED HEREIN.

**~~14.22.050~~ — Permissive Variations in Requirements**

~~An applicant may negotiate for permissive variations in the underlying dimensional standards, consistent with the standards established for planned unit developments under SMC 15.215.170 through 15.215.250.~~

**~~14.22.060~~050 Substantial Modifications to Approved Binding Site Plans**

A binding site plan shall be substantially modified when it exceeds the criteria outlined as follows.

- A. Any modification to a binding site plan that will, in the judgment of the Director, cause any one (1) lot to function separately from the whole with respect to lot access and circulation, open space, landscaping, drainage facilities, facility maintenance or parking; and/or
- B. Any modification of a binding site plan that, in the judgment of the Director, would provide for an activity not anticipated by the original site plan agreement.