



Planning Permit Application

FINAL BINDING SITE PLAN / FINAL PLAT (LUF)

415 W 6th ST – Vancouver, WA 98660, P.O. Box 1995 – Vancouver, WA 98668
Phone (360) 487-7800 www.cityofvancouver.us

TYPE OF WORK	
☐ Short Subdivision	☐ Subdivision ☐ Binding Site Plan
☐ Unit Lot Subdivision	
PROJECT SITE INFORMATION	
Project site address:	
Tax Assessor Serial Number:	
Number of lots:	
PROJECT/PLAT NAME	
APPLICANT	
Business name:	
Contact name:	
Address:	
City/State/Zip:	
Phone:	Email (required):
PROPERTY OWNER	
Name:	
Address:	
City/State/Zip:	
Phone:	Email:
REQUIRED SIGNATURES	
Applicant Signature:	Date:
Owner Signature:	Date:
INITIAL Final BINDING SITE PLAN Submittal Requirements	
☐ Filing Fee (See VMC 20.180)	
☐ PDF of record of survey meeting the requirements of RCW 58.09.050	
Final Mylar Submittal Requirements [Binding Site Plan]	
One (1) full size mylar (18x24) record of survey meeting the requirements of RCW 58.09.050	
Signature block (located on right edge) • Director of Community Development Department • Clark County Auditor • Surveyor's Certificate	

INITIAL Final PLAT Submittal Requirements
☐ Filing Fee (See VMC 20.180)
☐ PDF of Final Plat
☐ PDF of Legal description of the boundary of the development (This shall be certified by the land surveyor, with seal and signature.)
Final Plat – shall be prepared by surveyor licensed in the State of Washington and be in compliance with VMC 20.320 and include the following: • Subdivision/Short Plat name • PRJ/LUP/ENG application number • Date • Location including one-quarter (1/4) section, section, township, range and as applicable, donation land claim and/or subdivision • North arrow indicated • Scale noted and shown graphically • Heavy dashed line around the exterior boundary • Boundary survey • Lot, block and street right-of-way, street dedication and centerline dimensions • Lots numbered including lot square footage • Surveyor title block on right lower edge on all sheets including the following: ○ Name of business/owner with the firm and/or surveyor and telephone number ○ Sheet designation for multiple pages • Identification of areas (tracts, wetlands, storm facilities, etc.) to be dedicated or reserved and state who will own/maintain • Special setbacks • Private/Utility easements • Any conditions that need to be recorded with the plat or denoted on the face of the plat as indicated in the Planning Official's decision or Hearing Examiner's final order • Roof downspout infiltration system (i.e., to street or individual system) Signature block (located on right edge) • Director of Community Development Department • Director of Public Works • Clark County Public Health (unless a letter is provided confirming their signature is not required) • Clark County Assessor • Clark County Auditor • Surveyor's Certificate Please be advised that the Washington Uniform Common Interest Ownership Act (WUCIOA), RCW 64.90 may apply. It is the applicant's responsibility to comply with WUCIOA.
Final Mylar Plat Submittal Requirements • One (1) full size final mylar(s) for signatures • Certificate of platting • Legal description of perimeter of boundary • Notarized dedication of platting • Proof of Taxes Paid Letter (current calendar year and all prior years) • CC&R's (if applicable)