



APPENDIX H

PARTITIONS

A partition is required for any land division which creates two or three parcels in a calendar year. [SHMC 17.98.010]

Preliminary plats for partitions shall be reviewed in accordance with the Type II review procedures in Chapter 17.124. [SHMC 17.98.020]

An application for a Partition shall be filed with The City and accompanied by the appropriate fee. Notice shall be subject to the provisions in Chapter 17.124. [SHMC 17.98.030]

SHMC 17.98.040 SUBMITTAL REQUIREMENTS

The applicant is required to submit a summary for each of the following applicable criteria and submit the summary as a narrative with the Land Use Application. (Attach extra sheets, if needed)

The applicant shall prepare and submit a preliminary plan and other supplemental information as may be required by City staff to indicate the intent of the development. The application shall include a statement explaining the proposal and providing analysis of the proposal relative to the approval criteria. The applicant shall submit one 11"x17" copy of the preliminary plan along with one digital copy. The plan shall include the following information:

- A. General Information. The following general information shall be shown on the tentative plan:
 - Vicinity map showing all streets, property lines and other pertinent data to locate the proposal.
 - North arrow and scale of drawing.
 - Tax map and tax lot number or tax account of the subject property.
 - Dimensions and size in square feet or acres of the subject property and of all proposed parcels.

- B. Existing Conditions:
 - Location of all existing easements within the property.
 - Location of City utilities (water, sanitary sewer, storm drainage) within or adjacent to the property proposed for use to serve the development.
 - The location and direction of water courses or drainage swales on the subject property.
 - Existing use of the property, including location of existing structures with dimensions of the structures and distances from property lines. It shall be noted whether the existing structures are to remain or be removed from the property.

- C. Proposed Plan:
 - Locations, approximate dimensions and area in square feet of all proposed parcels. All parcels shall be numbered consecutively.
 - Location, width and purpose of any proposed easements.

- D. The applicant shall address how each parcel satisfies the dimensional standards of the applicable zone, unless a variance from these standards is approved.

E. The applicant shall address how the parcels meet the Development Standards for Land Division of Chapter 17.58.

F. The applicant shall address how existing dwellings and accessory structures shall comply with the setback requirements of the applicable zone, including accessory structures which have a setback established by the building size, unless a variance from the requirements is approved.

G. The applicant shall address how adequate public facilities, including access, shall be available to serve the existing and newly created parcels. If adjacent properties are undeveloped, not developed to their maximum density, or landlocked, consideration will be given to extending appropriate access to those properties in accordance with provisions in Chapters 17.42 and 17.44.
