

---

# KENNEWICK IRRIGATION DISTRICT

---

## PROCEDURE #4 PLAT AND SHORT PLAT REVIEW

---

### REVIEWING PLATS AND SHORT PLATS TO ENSURE STATE LAW COMPLIANCE

1. **Engineering Department Reviews Plat or Short Plat for Compliance**

The District Engineer and the Engineering Assistant who are responsible for plat review, shall review the plat or short plat for compliance with State law (RCW 58.17.310) prior to the Kennewick Irrigation District approving/signing any plat or short plat. The signature block must contain appropriate wording (see attached sheet). A caveat may be added by the District to the face of the plat when, in the opinion of the District, the plat approval will cause or result in an unsafe or dangerous condition.

2. **Response to County Correspondence Will Be Within Five Working Days**

The Engineering Department will return County correspondence with District comments and requirements within 5 working days.

3. **Existing Facilities Complies to District Standards**

Existing facilities will be inspected by the District Engineer for compliance with District standards to ensure reliable water delivery. No inspection fee will be required for inspection of existing facilities. If construction is satisfactory, in-place location must coincide to platted irrigation easements or a new easement be provided.

4. **Proposed Facilities Complies to District Standards**

For proposed installation of new facilities, the District Engineer will provide the owner with a copy of District specifications for design of the system. The owner must submit plans to the District Engineer for review. Upon the District Engineer's approval and signature on the plans, construction may begin. Trenches and facilities must be left open for inspection. Following approval the trenches may be back filled.

5. **Inspection Fee Required For New Irrigation Facilities**

An inspection fee will be determined and paid in advance of construction for those facilities to be constructed.

**6. Facilities Agreement Delays Facilities Installation**

When an owner desires to delay development of property, a Facilities Agreement may be requested. The owner must provide the District with a District approved irrigation system design. Maximum delay allowed by the District is five years as approved by the District Engineer. Installation agreements do not require a processing fee with the District. The Facilities Agreements are recorded with the County and require a Recording fee as set by the County and will be collected at time of signature.

**7. Drawings and Specifications are Required**

Whether the irrigation facilities are existing or constructed under the District's supervision, the owner is to provide three copies of detailed drawings and specifications to the District. All drawings are to be neat, legible and on 24" x 36" sheets. Irrigation facilities shall be included in the project drawings along with other utilities. The District will not sign project drawings for utility approval without incorporation of approved irrigation facilities.

**8. Assessments Must Be Current**

All final plats reviewed after May 31 or reviewed prior to May 31 but submitted for signature after June 15, must pay the next year's assessment at a rate of 125% of the current year's assessment rate. Also, Short Plats reviewed after October 15 or reviewed prior to October 15 but submitted for signature after October 31 must pay the next year's assessment at a rate of 125% of the current year's assessment rate. Any amount assessed above the actual assessment will be refunded to the proponent. If the plat or short plat is subject to an existing LID, the LID construction charges shall encumber the parcel number(s) as assigned by the County Assessor.



PROCEDURE #4	REV. # 2
BOARD APPROVED DATE	
<u>APRIL 15, 1992</u>	
BOARD PRESIDENT-SIGNATURE	
REVISION DATE <u>NOVEMBER 6, 2001</u>	