



# Final Plat/Final Short Plat Submittal Requirements

## *Final Plat Approvals*

Final Plat - The approval and recording of the final subdivision (10 or more lots).

Final Short Plat - The approval and recording of the final short plat map (nine or fewer lots). This also includes applications for Binding Site Plan.

**You must apply for this permit online** and upload PDF documents through MyBuildingPermit. Paper plans are not accepted.

### Final Plat/Final Short Plat (LG/LF)

Required Documents
Bill-To Form
Plat Certificate or Title Report - submit a Plat Certificate or Title Report issued or updated within 30 days of application date; this is used to confirm ownership, easements, and encumbrances. Note that an update will be required prior to final approval.
Plat Map for Recording - drawings must be prepared on the City of Bellevue formatted title block.
Preliminary Approval Conditions (or Preliminary Short Plat Approval Conditions) – include an explanation of the method of compliance for each condition.
Itemized Cost of Plat Improvements - indicate whether improvements are complete or incomplete (based on approved engineering plans). Prior to final approval, a performance assurance device in the amount of 150% of the estimated cost of improvements will be required to guarantee completion of all remaining improvements.

### Other Requirements

- The property owner is responsible for the accuracy and completeness of all information provided with or affecting the application submittal.
- If the property contains or is adjacent to critical areas (streams and stream buffers, wetland, floodplains and geologic hazard area), additional information may be required.
- Fees are due at submittal. Additional fees are due at issuance and may be due in monthly billings.