



## **FINAL SHORT PLAT REVIEW** **(TYPE I)**

### **What is Final Short Plat Review?**

Final Short Plat Review is when Planning and Engineering staff conduct a review of the final plat against the Preliminary Short Plat Conditions of Approval listed within the City's Staff Report and Notice of Decision for that specific development, City codes, standard details and policies.

### **When is Final Short Plat Review Required?**

Final Short Plat Review is required before recording the plat with Clark County and any building permits can be issued for the newly created lots.

### **What is the Fee for a Final Short Plat Review?**

Refer to the current City of Battle Ground Fee Schedule available on our website at [www.cityofbg.org](http://www.cityofbg.org) or office.

### **What is the process for this Type I Application? (See reverse side for Process Chart)**

- Fill out Application and compile required items listed on Page 1 & 2 of Submittal Requirements (Attached)
- Submit Application contents and applicable fee.
- Staff will begin review of the submitted plans and documents and remit comments and/or redlines to the applicant within 30 days.
- Within 14 days of the resubmitted plans and documents, staff will remit comments and/or redlines. This step may be repeated until all of the applicable plans are/or documents have been approved.
- **Preliminary Short Plats approved prior to January 3, 2005 are required to be approved by City Council before recording.**
- **Preliminary Short Plats approved after January 3, 2005 do not require City Council Approval.**

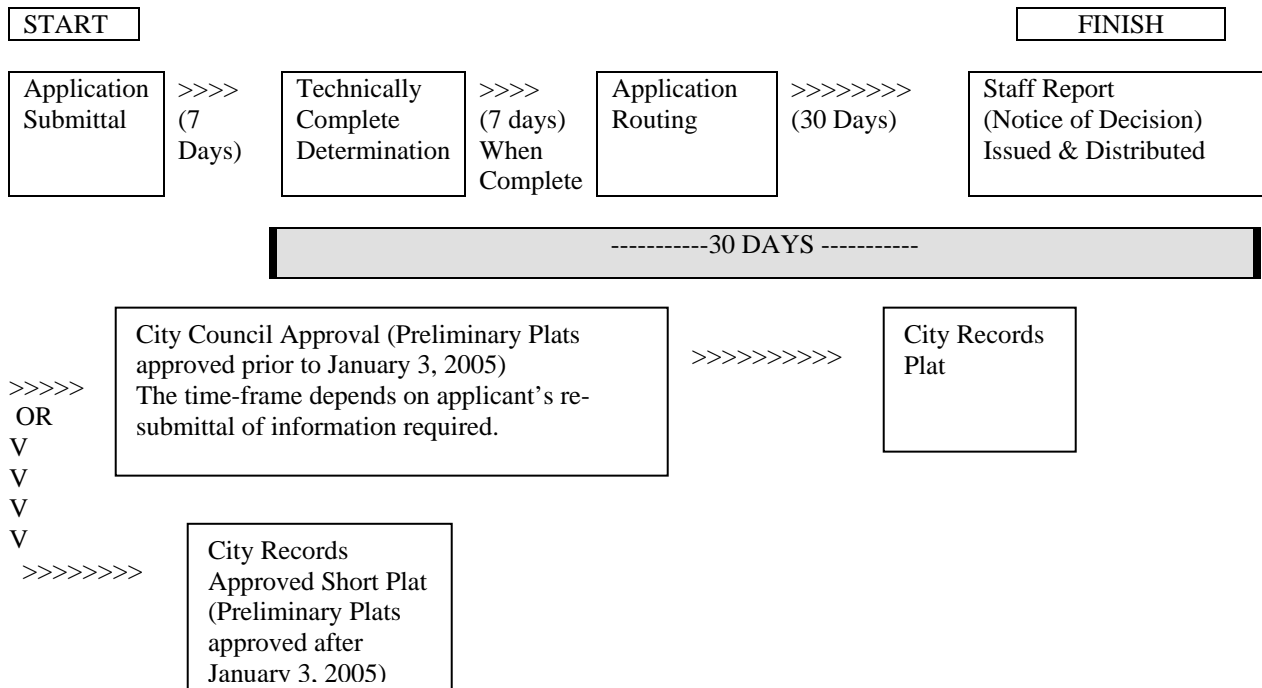
- Once all approved documents, mylar and recording fee is received from the applicant and depending on the Preliminary Approval date for short plat, the City will either schedule for City Council Approval or record the Plat at Clark County Auditor's Office.

**Can a decision on a Final Short Plat Application be appealed?**

Yes, as this is an administrative decision, it may be appealed by applicants or parties of record, to the hearings examiner. All appeals to the hearings examiner shall be filed with the Community Development Director or designee within 15 days after the date of the notice of decision on the matter being appeals. For further detail on appeals, refer to BGMC 17.200.140.

**If you have further questions regarding this application, submittal requirements or process, please contact the Community Development Department at 360/342-5047.**

**TYPE I  
CITY OF BATTLE GROUND  
DEVELOPMENT REVIEW PROCESS  
FOR  
FINAL SHORT PLATS**



**APPLICANT IS REQUIRED TO SATISFY ALL CONDITIONS OF APPROVAL IN NOTICE OF DECISION.**

**NOTE:** Please be advised, the above process chart is subject to change if there is a delay on the part of the applicant, such as failure to submit necessary additional information that may be required by staff during the review.