

Plat – Alteration/Vacation Submittal

Submittal Items

Please included the following:

- Land Use Application
- All materials listed in [FMC 22.20](#)
- Number of Copies: See Department
- Fees: 50% of plat fee rate

The applicant shall be responsible for the actual cost incurred by the City in processing the application. The total fee shall be reduced by the amount of the deposit. The applicant shall remit to the City the amount exceed by the deposit. If the deposit fee exceeds the City's actual costs, the balance shall be refunded.



Planning and Building
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Vacation

A plat vacation is a Type III-A application. The hearing examiner shall make the final decision on all plat vacations. A short plat vacation is a Type II application and shall be processed in accordance with Chapter 22.17 FMC.

A plat vacation may be approved or denied after a written determination is made whether the public use and interest will be served by the vacation of the subdivision. If any portion of the land contained in the subdivision was dedicated to the public for public use or benefit, such land, if not deeded to the city, shall be deeded to the city unless the city council sets forth findings that the public use and interest would not be served in retaining title to those lands.

Vacation of Streets. When the vacation application is specifically for a city street vacation, the city's street vacation procedures shall be utilized. When the application is for the vacation of a plat together with the streets, the procedure for vacation in this section shall be used, but vacations of streets may not be made that are prohibited under Chapter 35.70 RCW or the city's street vacation ordinance. Private rights or potential rights need to be respected in any vacation of existing street dedications.

Alteration

A plat alteration is a Type III-A application. The hearing examiner shall make the final decision on all plat vacations. A short plat alteration is a Type II application and shall be processed in accordance with Chapter 22.17 FMC.

The plat alteration may be approved or denied after a written determination is made whether the public use and interest will be served by the alteration of the subdivision. If any land within the alteration is part of an assessment district, any outstanding assessments shall be equitably divided and levied against the remaining lots, parcels, or tracts, or be levied equitably on the lots resulting from the alteration. If any land within the alteration contains a dedication to the general use of persons residing within the subdivision, such land may be altered and divided equitably between the adjacent properties. A plat alteration must also be consistent with FMC 22.20.002(c).

After hearing examiner or director approval of the alteration, the hearing examiner or director shall direct the applicant to produce a revised drawing of the approved alteration of the final plat which, after city signature, shall be filed with the county auditor to become the lawful plat of the property.

Within 15 days of recording the plat alteration with the Pierce County auditor, the applicant shall provide two paper copies of the recorded plat alteration and an electronic file in WA state-plane coordinate system to the planning/building department.