



LAND USE MASTER INVOICE

COMMUNITY DEVELOPMENT SERVICES

435 MARTIN STREET, STE. 3000
 BLAINE, WA • 98230
 PHONE: (360) 332-8311
 FAX: (360) 543-9978

Total Fees

\$ _____

FOR OFFICIAL USE ONLY

I, the applicant/owner, certify that this application is being made with the full knowledge and consent of all owners of the property in question. I attest that the information provided on this and supplemental application forms and materials is true and accurate. I also agree to provide access and right of entry to City of Blaine employees, representatives or agents for the sole purpose of application review and any required later inspections. This right of entry shall expire when the City (through the Director or designee) concludes the application has complied with all applicable laws and regulations. Access and right of entry to the applicant's property shall be requested and shall occur only during regular business hours.

Project Name: _____

Site Address/Location/Parcel Number: _____

Contact Person: _____ Phone: _____

Email: _____

Mailing Address for Contact Person: _____

Property Owner Name: _____ Property Owner Signature: _____

PLEASE CHECK ALL THAT APPLY

<p>Planning & Zoning</p> <p><input type="checkbox"/> Pre-Application Request – 1st Free (2nd \$275)</p> <p><input type="checkbox"/> Conditional Use Permit – \$350*</p> <p><input type="checkbox"/> Variance - \$300*</p> <p><input type="checkbox"/> Commercial Design Review – \$200</p> <p><input type="checkbox"/> Site Plan Review (SPR) – \$275 + \$75/hour for re-review</p> <p>Land Division & Consolidation</p> <p><input type="checkbox"/> Boundary Line Adjustment – \$275</p> <p><input type="checkbox"/> Lot Consolidation – \$100</p> <p><input type="checkbox"/> Short Plat/Subdivision – \$525</p> <p><input type="checkbox"/> Preliminary Long Plat/Subdivision – \$1,500 + \$100/Lot or Tract*</p> <p><input type="checkbox"/> Final Long Plat/Subdivision – \$525 + \$50/Lot or Tract</p> <p><input type="checkbox"/> General Binding Site Plan – \$1500 + \$100/acre for every acre over 3*</p> <p><input type="checkbox"/> Specific Binding Site Plan – \$525</p> <p>Home Business</p> <p><input type="checkbox"/> Home Occupation Permit – \$50</p> <p><input type="checkbox"/> In-Home Care Home Occupation Permit – \$50</p> <p>Appeals</p> <p><input type="checkbox"/> Administrative Appeal – \$450.00*</p> <p>Hearing Examiner Fees* Hearing Examiner Fee - \$1,500</p>	<p>Environment</p> <p><input type="checkbox"/> Critical Areas Review – \$275</p> <p><input type="checkbox"/> Flood Development Permit – \$100</p> <p><input type="checkbox"/> Land Disturbance Permit (Minor) – \$200</p> <p><input type="checkbox"/> Land Disturbance Permit (Major) – \$500</p> <p><input type="checkbox"/> SEPA Application/Checklist – \$375</p> <p><input type="checkbox"/> SEPA Exemption Request – \$75</p> <p><input type="checkbox"/> Shoreline Substantial Development < \$50K - \$275 – \$275*</p> <p><input type="checkbox"/> Shoreline Substantial Development ≤ \$250K - \$550 – \$550*</p> <p><input type="checkbox"/> Shorelines Substantial Development > \$250K - \$900 – \$900*</p> <p><input type="checkbox"/> Shoreline Substantial Development Permit Exemption Request – \$50</p> <p><input type="checkbox"/> Shoreline Variance – \$500*</p> <p><input type="checkbox"/> Shoreline Conditional Use Permit – \$500*</p> <p>Amendment</p> <p><input type="checkbox"/> Comprehensive Plan Amendments – Variable _____</p> <p><input type="checkbox"/> Zoning Map Amendment – Variable _____</p> <p><input type="checkbox"/> Zoning Text Amendment – \$500</p> <p><input type="checkbox"/> Annexation – \$1500 + \$50/acre</p> <p><input type="checkbox"/> PUD Amendment – \$300 + \$20/Lot*</p> <p><input type="checkbox"/> PUD Modification – \$300</p>
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DESCRIPTION OF PROPOSED PROJECT: (Attach supplemental sheets as necessary)

A large, empty rectangular box with a double-line black border, occupying most of the page below the header. It is intended for the user to provide a detailed description of the proposed project, with a note to attach supplemental sheets if necessary.



INFORMATION BULLETIN No. 14

City of Blaine

Updated
March 2009

GENERAL BINDING SITE PLAN

WHAT IS A GENERAL BINDING SITE PLAN?

A General Binding Site Plan is an alternative platting mechanism that establishes a flexible development pattern. The Plan determines the location of essential facilities such as roads and utilities, but allows for flexibility in the placement of property lines. After a General Binding Site Plan is approved, individual lots can be created through a separate Specific Binding Site Plan process.

The General Binding Site Plan allows for less than complete construction of infrastructure at the preliminary development stage. While some infrastructure may be required as a condition of approval, generally the infrastructure is phased and is constructed to serve each Specific Binding Site Plan.

A GENERAL BINDING SITE PLAN CAN BE USED TO:

Establish a development pattern for a commercial or industrial project.

Establish a development pattern for a condominium project, including commercial and/or residential condominiums.

Determine where public and quasi-public facilities such as roads, stormwater ponds, and infrastructure facilities are to be located.

Establish conditions for wetland and critical area protection and mitigation for the entire project at the initial approval stage.

RCW 58.17.035

A city, town, or county may adopt by ordinance procedures for the divisions of land by use of a binding site plan as an alternative to the procedures required by this chapter...

The ordinance shall provide that after approval of the general binding site plan for industrial or commercial divisions subject to a binding site plan, the approval for improvements and finalization of specific individual commercial or industrial lots shall be done by administrative approval...

Refer to state law for full text.

HOW DO I APPLY?

1. A pre-application conference is required.
2. You must submit a **General Binding Site Plan application** with associated drawings, a **Land Use Master Invoice**, and a **SEPA Checklist**.
3. You must pay the applicable fees

Applications are submitted by appointment.

A GENERAL BINDING SITE PLAN CANNOT BE USED TO:

Create individual lots. A Specific Binding Site Plan is used to create individual lots.

Establish a development pattern for single-family residential development or any other non-condominium residential development.

HOW IS THE APPLICATION PROCESSED?

The application is processed as Type II-CC application. Refer to the Informational Bulletin describing that process. **See IB#8.**

MORE QUESTIONS?

For further information, please call the Community Development Services Department at the City of Blaine (360) 332-8311.

The City of Blaine's Community Development Department has created customer information bulletins to inform the general public about the effect of codes and regulations on their projects. These bulletins are not intended to be complete statements of all laws and rules and should not be used as substitutes for them. If conflicts and questions arise, current codes and regulations are final authority. Because the codes and regulations may be revised or amended at any time, consult City of Blaine, CD staff to be sure you understand all requirements before beginning work. It is the applicant's responsibility to ensure that the project meets all requirements of applicable codes and regulations.



**CITY OF BLAINE
COMMUNITY DEVELOPMENT SERVICES DEPARTMENT**

435 MARTIN STREET, SUITE 3000 • BLAINE, WA • 98230
PHONE: (360) 332-8311 • FAX: (360) 543-9978
www.cityofblaine.com

**General Binding Site
Plan Application**

Applications must be submitted electronically. E-mail materials to cdspermits@cityofblaine.com. See [Electronic Permit Submittal Instructions](#) for more information.

FOR OFFICE USE ONLY

Application # _____

STAMP IN DATE

Project Name: _____

Applications that are incomplete (i.e., that do not include all of the information required below) will not be accepted.

APPLICATION REQUIREMENTS

- A **Land Use Master Invoice** completed and signed. A completed "Owner Consent Form" is required if the application and SEPA Checklist are not signed by the owner.
- This **General Binding Site Plan Application**, completed and signed.
- Payment of application filing fees.**
- Project Description.** A document outlining the proposed use of the property including a detailed description of any manufacturing, commercial or residential uses.
- Completed SEPA Checklist.** This may include supplemental studies related to traffic impacts, critical areas impacts, and stormwater impacts among others.
- Title Report or Subdivision Guarantee not less than 14 days old
- Site plans** prepared and certified by a land surveyor registered by the State which include the following information (also outlined in the Blaine Municipal Code, Chapter 17.60.060 and RCW 58.17.040(7)(e)):

A. Map Data.

1. Map submission number and date.
2. Common engineering map scale/north arrow/sheet numbers.
3. Name of the specific binding site plan.
4. A paper copy of the most current approved general binding site plan and any approved specific binding site plan upon the property.

B. Map Submissions.

1. Copies of check prints as noted above.
2. Date of original and date of significant revisions.
3. Existing and proposed street names.
4. Ingress and egress locations and traffic flow diagram
5. Names or numbers of any adjacent divisions.
6. A separate map scaled at one inch equals 400 feet for the assignment of addresses.

C. Survey Submissions.

1. Section, township, range, and municipal and city lines in the vicinity.
2. Legal description of the land.
3. Survey of boundary of the land division with complete bearings and lineal dimensions.
4. The location of all monuments or other evidence used as ties to establish the land division's boundaries.

5. The location of all permanent control monuments found and established at the controlling corners of the parcel being divided and within the land division.
6. The length and bearing of all straight lines, the radii, arcs and semi-tangents of all curves.
7. The length of each lot line, together with bearings and other data necessary for the location of any lot line in the field.
6. Sequential numbers assigned to all lots within the land division.
7. The location and width of all easements including ingress and egress access, shown with dashed lines, and a description of the purpose of the easement.
8. The location, width, centerline, and names of all roads within and adjoining the land division.
9. Any roads not dedicated to the public, as may be approved by the city of Blaine.
10. The location and (where ascertainable) sizes of all utilities, permanent wells and associated protective zones, watercourses, bodies of water, railroad rights-of-way, municipal boundaries, section lines, township lines, and meander lines.
11. A copy of any covenants or restrictions.
12. Lot closures.

D. Required Signatures, Certificates, and Note Submissions.

1. The statement required under RCW 58.17.040(7)(e).

"The binding site plan contains thereon the following statement: "All development and use of the land described herein shall be in accordance with this binding site plan, as it may be amended with the approval of the city, town, or county having jurisdiction over the development of such land, and in accordance with such other governmental permits, approvals, regulations, requirements, and restrictions that may be imposed upon such land and the development and use thereof. Upon completion, the improvements on the land shall be included in one or more condominiums or owned by an association or other legal entity in which the owners of units therein or their owners' associations have a membership or other legal or beneficial interest. This binding site plan shall be binding upon all now or hereafter having any interest in the land described herein." The binding site plan may, but need not, depict or describe the boundaries of the lots or tracts resulting from subjecting a portion of the land to either chapter [64.32](#) or [64.34](#) RCW. A site plan shall be deemed to have been approved if the site plan was approved by a city, town, or county: (i) In connection with the final approval of a subdivision plat or planned unit development with respect to all of such land; or (ii) in connection with the issuance of building permits or final certificates of occupancy with respect to all of such land; or (iii) if not approved pursuant to (i) and (ii) of this subsection (7)(e), then pursuant to such other procedures as such city, town, or county may have established for the approval of a binding site plan;"

2. Signatures of persons with ownership interest, including a statement that the binding site plan has been made with the free consent and in accordance with the desires of the land owner(s).
3. Land surveyor's signature and certificate.

Affidavit

The applicant hereby certifies that the statements contained in this application are true and provide an accurate representation of the proposed land development.

OWNER'S SIGNATURE

DATE