

# Final Major Plat



**Development and  
Permitting Services**  
333 S. Meridian  
Puyallup, WA 98371  
253-864-4165  
[www.cityofpuyallup.org](http://www.cityofpuyallup.org)

## Application Fees

**Permit Fee:** **\$1370**

### Other Fees:

- *Planning Processing:* **\$180**
- *Engineering Review:* **\$470**
- *Inspection Fee: 3% of total cost of project as calculated on the Engineering Division Cost Estimate Form*

After the preparation and submission to the hearing examiner of a preliminary plat and the installation of improvements pursuant to the preliminary plat, the final plat application may be submitted. The final plat is prepared and submitted to the city council together with the required certificates. The final plat is the instrument recorded in the office of the Pierce County auditor.

The primary purpose of a final plat is to serve as the official, legally recorded map of a subdivided property, ensuring accurate delineation of property boundaries, rights-of-way, and easements, which is required before the sale of subdivided lots can proceed.

## Submittal Instructions

- 1 Create an account on <https://permits.puyallupwa.gov/Portal>
- 2 Select "Apply for Planning Permit"
- 3 Select "Final Major Plat" from drop down list. Fill out all sections of the online form and upload all required documents. Note: Failure to upload all the required documents will delay the processing of your application.

## Owner Information

Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

## Applicant / Agent Information

☐ Same as owner

Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

## Site Information

Property Address(es): \_\_\_\_\_

Parcel Number(s): \_\_\_\_\_

Associated Preliminary Major Plat Permit Number: \_\_\_\_\_

Services Extended to the site:

Water

Storm Sewer

Power

Gas

Sanitary Sewer

Telephone

Cable TV

## Submittal Checklist

1. Completed and Signed Application Form
2. Platting Certificate
3. Complete Survey of the Plat:
  - Name and address of the owners of said tract
  - Legal description of the said tract and legal description of all proposed lots
  - North point, scale (1" = 100') and date
  - Boundary lines of the tracts to be subdivided and their dimensions (bearing and dimensions)
  - Layout, names, and width of proposed streets, alleys, and easements
  - Accurate location of any existing structures, well sites, and septic systems
  - Total lineal footage of pipe and street constructed
  - Accurate location, material, and size of all monuments. Monuments shall meet the specifications of the City Engineer
  - Certification by a registered land surveyor
3. Supporting Documentation for Construction Costs for Major Plat
4. Lot Computations for Major Plat
5. Preliminary Covenants, Conditions, and Restrictions (CCRs)
6. Record Drawings of Final Major Plat

## Certification

I hereby state that I am the applicant listed above and certify that all information contained above and in exhibits attached hereto is true and correct to the best of my knowledge and belief and is submitted for consideration by the City of Puyallup, pursuant to the provision of the Puyallup Municipal Code. It is understood that the processing of this application may require additional supporting evidence, data, or statements.

Right of Entry: By signing this application the applicant grants unto the City and its agents the right to enter upon the premises for purpose of conducting all necessary inspection to determine compliance with applicable laws, codes, and regulations. This right of entry shall continue until a certificate of occupancy is issued for the property.

Signature of Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_  
(or authorized agent)