



FINAL PLAT INTERNAL ROUTING CHECKLIST

Community Development Department ♦ 80 Columbia Avenue ♦ Marysville, WA 98270
 (360) 363-8100 ♦ (360) 651-5099 FAX ♦ Office Hours: Monday - Friday 7:30 AM - 4:00 PM

Plat Name:		PA #	
Item	Department	Initials	Date
1. Plat Map- Checked & Approved	Land Dev.		
	Planning		
2. Letter of Segregation to Assessor	Planning		
3. Water System/Sewer System			
Letter of Acceptance	Const. Insp.		
Record Drawings – Including Digital Files	Const. Insp.		
Bill(s) of Sale	Const. Insp.		
Maintenance and Warranty Funding	Const. Insp.		
4. Road/Storm Sewer			
Letter of Acceptance	Const. Insp.		
Record Drawings – Including Digital Files	Const. Insp.		
Bill(s) of Sale	Const. Insp.		
Maintenance and Warranty Funding	Const. Insp.		
5. Performance Bond – Submitted/Approved			
(If Required - Road and Storm Drain Only)	Const. Insp.		
6. Inspection Fees - Calculated and Paid	Const. Insp.		
7. Final Plat Fee - Calculated and Paid	Planning		
8. TIP Fees: _____	Planning		
9. Parks Mitigation Fees: _____	Planning		
10. School District Mitigation Fees: _____	Planning		
11. Signage and Striping Installed	Const. Insp.		

12. Final Grading and TESC Inspection	Const. Insp.		
13. Satisfied Hearing Examiner's Conditions of Approval	Planning		
14. Utility/Recovery/Main Fees	Land Dev.		
15. Stormwater Covenant and Easement submitted, approved and recorded	Surface water		
	Land Dev.		
Plat Approved for Recording:			
Community Development Director:			
Date:			
City Engineer:			
Date:			
Note: The final plat will not be scheduled before the City Council until this checklist is complete.			