



Ferry County Planning Department
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Ferry County Plat Vacation Checklist

Please use this checklist as a guide as most of the items listed below are required for a complete application. *Each situation is different and there may be additional requirements before the plat can be finalized.*

- Submit completed application and application fee. Keep all writing within the confines of the box.
- Submit a *Certificate of Consent* for each person as required on the application.
- If the property to be adjusted contains or is adjacent to any surface water, submit a SEPA Checklist with appropriate fees. This will require newspaper advertising paid by the applicant(s).
- If the property is on the Colville Confederated Tribal Reservation submit a completed CCT Land Use Application.
- Submit proof that property taxes, for each affected parcel, are paid in full.
- Submit proof that any special assessments, for each affected parcel, are paid in full.
- For a partial vacation, submit one hard copy (24" x 36") and one electronic version of the amended plat.
- Submit a copy of the Restrictions/Covenants (if any) and signed agreements (if required).

Plat Vacation References

Ferry County SHORT Subdivision Ordinance

SECTION 26.00 AMENDMENT OR VACATION OF SHORT SUBDIVISION. Any person interested in the alteration or vacation of a short subdivision or any portion of a short subdivision shall submit an application, accompanied by fees, to the Administrator.

If the subdivision has restrictive covenants which the amendment or vacation would violate, the application shall also contain an agreement signed by all parties subject to the covenants which states their agreement to terminate or alter the relative covenants.

If the proposed amendment or vacation concerns a public dedication, it shall be processed in accordance with RCW 58.17. and notice shall be given as provided in RCW 58.17.080 and 58.17.090. If the proposed amendment or vacation does not concern a public dedication, the altered short plat shall be processed in accordance with the following provisions:

26.01 The altered short plat must comply with the procedures and requirements of this chapter for original short plat approval. A new survey shall be required when new lines are created by the amended short plat.

26.02 The title of the amended short plat shall be: The original short plat name and no. _____, followed by, Amended short plat no. _____.

25.03 The amended short plat shall show all of the land shown on the original short plat and shall bear the acknowledged signatures of all parties having ownership interest in the affected lots within the original short plat as shown by a current plat certificate.

26.04 The amended short plat shall not increase the number of lots into more than four from the original short plat for a period of five years from the date of recording of the original short plat, unless a final plat has been approved and filed for record pursuant to the regulations of the Long Plat Ordinance #2000-07.

26.05 Minor corrections being a minor survey, spelling, mathematical or drafting error, or omitted signature which does not in anyway materially subvert the approval of the original document by changing lot areas so as to effect zoning approvals, easements, conditions of approval or access roadways, may be corrected by the surveyor upon approval by the Administrator. An affidavit must be recorded with the county auditor specifically referencing the short plat name and number and the correction.

Ferry County LONG Subdivision Ordinance

SECTION 50.00 AMENDMENT OR VACATION OF SUBDIVISION. Any person interested in the alteration or vacation of a subdivision or any portion of a subdivision shall submit an application, accompanied by fees, to the Administrator with final approval by the Board of County Commissioners.

If the subdivision has restrictive covenants which the amendment or vacation would violate,

the application shall also contain an agreement signed by all parties subject to the covenants which states their agreement to terminate or alter the relative covenants.

If the proposed amendment or vacation involves a public dedication, it shall be processed in accordance with RCW 58.17 and notice shall be given as provided in RCW 58.17.080 and 58.17.090. If the proposed amendment or vacation does not involve a public dedication, the altered subdivision shall be processed in accordance with the following provisions:

50.01 The altered subdivision must comply with the procedures and requirements of this chapter for original plat approval. A new survey shall be required when new lines are created by the amendment or vacation.

50.02 The title of the amended subdivision shall be: The original subdivision name and no. _____, followed by, AMENDED SUBDIVISION NO. _____

50.03 The amended subdivision shall show all of the land shown on the original plat and shall bear the acknowledged signatures of all parties having ownership interest in the affected lots within the original plat as shown by a current plat certificate.

Vacation of subdivision —Procedure. RCW [58-17-212](#)

Whenever any person is interested in the vacation of any subdivision or portion thereof, or any area designated or dedicated for public use, that person shall file an application for vacation with the legislative authority of the city, town, or county in which the subdivision is located. The application shall set forth the reasons for vacation and shall contain signatures of all parties having an ownership interest in that portion of the subdivision subject to vacation. If the subdivision is subject to restrictive covenants which were filed at the time of the approval of the subdivision, and the application for vacation would result in the violation of a covenant, the application shall contain an agreement signed by all parties subject to the covenants providing that the parties agree to terminate or alter the relevant covenants to accomplish the purpose of the vacation of the subdivision or portion thereof. The legislative authority of the city, town, or county shall give notice as provided in RCW [58.17.080](#) and [58.17.090](#) and shall conduct a public hearing on the application for a vacation and may approve or deny the application for vacation of the subdivision after determining the public use and interest to 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, town, or county, shall be deeded to the city, town, or county unless the legislative authority shall set forth findings that the public use would not be served in retaining title to those lands. Title to the vacated property shall vest with the rightful owner as shown in the county records. If the vacated land is land that was dedicated to the public, for public use other than a road or street, and the legislative authority has found that retaining title to the land is not in the public interest, title thereto shall vest with the person or persons owning the property on each side thereof, as determined by the legislative authority. When the road or street that is to be vacated was contained wholly within the subdivision and is part of the boundary of the subdivision, title to the vacated road or street shall vest with the owner or owners of property contained within the vacated subdivision.

Supply the following information:

Vacation Consent form(s) from the following individuals:

- a) All persons holding interest in the land to be vacated
- b) All persons that will be affected by vacation.

On a copy of the original plat, show the following information:

- a) Indicate the parcels that are to be vacated
- b) Indicate the parcels that have been dedicated for public use

A copy of any subdivision covenants:

If required, attach a signed agreement of ALL parties subject to the subdivision covenants, providing that the parties agree to terminate or alter the relevant covenants to accomplish the purpose of the alteration of the subdivision or a portion thereof.

Each situation is different and there may be additional requirements

CERTIFICATION OF CONSENT FOR PLAT VACATION

This is to certify that the undersigned hereby consent to the Plat Vacation of the lands shown in the attached schedule, the description of which is as follows:

_____ located in
(Plat Name and Number)

Section _____ Township _____ Range _____

Signature of person with interest

STATE OF WASHINGTON)
COUNTY OF _____)

On this day personally appeared before me, _____
to me known to be the individual described in and who executed the within and foregoing
Certificate of Consent, and acknowledged that they signed the same as their free and voluntary
act and deed, for the purposes herein mentioned.

Given under my hand and official seal this _____ day of _____,
_____.

Notary Public

Residing at _____

My Commission Expires _____