



City of Yelm
EST. 1924
WASHINGTON

Short Subdivision

When Required. A short subdivision is required for the division of land into nine or fewer parcels for the purpose of sale, lease, or transfer of ownership.

Apply for this permit online [here](#). When entering your application information under Administrative Permits choose the following:

Permit type: Short Subdivision

Required Documents

The documents listed below are the minimum necessary to proceed with the application process.

- A map of the proposed subdivision drawn upon one or more sheets with a maximum size of 18 inches by 24 inches; these sheets shall show specifically and clearly the guidelines found in our additional information section of specific permits (link below).
- Mailing labels for all property owners within 300 ft of the site
- Potential requirements
 - Pocket gopher report
 - Critical areas report
 - Trip generation report (if generating over 25 new pm peak hour trips)
 - Architectural renderings showing building façades
 - Preliminary stormwater report
 - Wetland delineation (if wetlands are on the property)
 - SEPA checklist
- Site plan drawing or drawings at a scale of not less than one inch for each 50 feet
- Additional information on required documents can be found [here](#)

For assistance with electronic plan submittals, refer to [requirements](#) for electronic plans

Fees and Timelines

\$750

6-8 weeks (If more information is required, more time may be needed)