
	<b>KENNEWICK IRRIGATION DISTRICT PROCEDURE 4. 0 "Short Plat Review"</b>								
	<b>APPROVED:</b>   KID Board President  Date: 04-01-2008		<b>Effective Date: April 1, 2008</b>				<b>Revision: 0</b>		
Annual Review performed by:		Initial	Initial	Initial	Initial	Initial	Initial	Initial	
Review date:									

**PROCEDURE:**

**I. Kennewick Irrigation requirements for Short Plat approval:**

- A. The District Engineer shall review the Short Plat for compliance with State law (RCW 58.17.310) and Kennewick Irrigation District (District) resolutions, policies and procedures as a condition of approval and signing of any short plat. Primary features of RCW 58.17.310 and District resolutions, policies and procedures related to Short Plat review and approval are:
  - 1. Provide an irrigation right-of-way (easement) for each parcel in the subdivision, and
  - 2. If the Short Plat lies within land classified as irrigable, completed irrigation water distribution facilities shall be provided.
  - 3. If the proponent desires to delay the irrigation system development an irrigation facilities agreement will need to be made with the KID as a party of that agreement. The system can be delayed up to five years.
- B. The signature block will contain appropriate wording added by the District, to the face of the plat when, in the opinion of the District Engineer, the irrigation system design will cause or result in an unsafe or dangerous condition.

**II. Response to County Correspondence Will Be Within Five Working Days:** The Engineering Department will return County correspondence with District comments and requirements within five (5) working days.

**III. Assessments Must Be Current:** All Short Plats reviewed and submitted for signature must pay the next year's assessment at a rate of 125% of the current year's assessment rate for each parcel on the Short Plat. Any amount assessed above the actual assessment will be refunded to the proponent. If the Short Plat is subject to an existing LID, the LID construction charges shall encumber the parcel number(s) as assigned by the County

Assessor. In addition, any past due assessments from prior years shall be paid in full prior to District commencement of the Short Plat review process.

**IV. Irrigation Water Distribution Facilities: For purposes of District Short Plat review, two types of irrigation water distribution facilities are authorized:**

**A. Privately Owned and Operated Facilities.**

1. Existing facilities are allowed for Short Plats only outside of city or county urban growth boundary zones.
2. The irrigation system must be capable of reliably delivering three and one half (3-½) acre feet of water per acre to each parcel over the 180-day irrigation season.
3. A Homeowners Association agreement must be in place.
  - i. This Homeowners agreement must allow for access to all irrigation system components by all parties, and;
  - ii. Specify that all members jointly own the system.
  - iii. All parties must share equally in the costs of maintaining, operating and upgrading the irrigation system.
  - iv. Water allotment and guidelines for water use to assure equitable distribution will be outlined.
  - v. The Kennewick Irrigation District is only responsible for providing irrigation water to a defined point of delivery for the private irrigation system owned by the Homeowners Association.
  - vi. No member(s) may deny, remove or impede water delivery or access to the private system facilities to any other member(s).
  - vii. Provide a format for resolution of disputes that regard the irrigation system operation, maintenance, repair or use.
  - viii. An irrigation system plan including an as built drawing of the private irrigation facility shall be included in the Homeowners Association Agreement.
  - ix. This agreement will acknowledge that the irrigation system is not owned, operated, maintained, serviced or governed by the Kennewick Irrigation District.
  - x. Changing of the Homeowners Association agreement must be recorded on each parcel deed.
4. This agreement will be recorded with the county on each parcel deed.
5. A copy of the recorded Homeowners agreement must be attached to the Short Plat.
6. A copy of the recorded deed for each lot shall be provided to the Kennewick

Irrigation District.

7. Any/all components of the existing private irrigation system shall be provided an “irrigation easement” with a minimum 10-foot wide offset on all sides of each of the private system components.
8. The Short Plat shall contain a text box stating that the irrigation system is a private system subject to the bylaws of the Homeowners Association Irrigation Agreement.

**B. District Owned and Operated Facilities.**

1. **Existing or upgraded facilities shall comply with District Standards for all Plat reviews, within city or county urban growth boundary zones. Upon field verification of compliance to these standards, these facilities shall be dedicated to the District.**
  - i. Existing facilities will be inspected every 150 feet of the irrigation system to verify that they meet current standards. The inspection will be charged as per the current District fee schedule.
  - ii. If the system is deficient, the deficiencies will be noted on the irrigation system plan and must be corrected before approval is granted. Engineering review of deficient systems will be charged as per current District fee schedule for irrigation system design review.
  - iii. All irrigation system components must be inspected successfully before the system will be accepted.
  - iv. Any/all components of the existing irrigation system shall have a “Kennewick Irrigation Easement” dedicated with a minimum 10-foot wide offset on all sides of the irrigation system components.
  - v. The irrigation system and all of its components will be granted to the Kennewick Irrigation District to be operated as District facilities after the final inspection is approved.
2. **New irrigation systems will be designed and installed to current District standards for Plat reviews within city or county urban growth boundary zones.**
  - i. Irrigation system design plans will be reviewed and approved by a District Engineer prior to installation. If the design is deficient, the deficiencies will be noted on the plan. The engineering review of these deficiencies will be charged as per the current District fee schedule.

- ii. The systems will be inspected before covering to insure they are built according to the approved irrigation system plan. These inspection(s) will be charged as per the current District fee schedule.
- iii. A KID inspector must sign off on each major component of the system.

**C. When an owner desires to delay development of property, a Facilities Agreement must be entered into. The owner must provide the District with a District-approved irrigation system design. Maximum delay allowed by the District is five years. Installation agreements are charged as per the current District fee schedule. The Facilities Agreements are recorded with the County by the District.**

1. The Facilities agreement must state the following:

- i. The District approved irrigation system will be installed and inspected as per the irrigation system design plan within the time period specified by the proponent of the Short Plat.
- ii. All fees, as per the District fee schedule, will be paid by the proponent of the Short Plat.
- iii. The proponent of the Short Plat will deposit with the District a bond in the amount of the engineer's estimate of the cost of the installed, completed and approved irrigation system at the time it is to be installed, including all inspections.
- iv. All assessments will be paid current during the facilities agreement period.
- v. If the approved system is not installed and inspected as approved by the end of designated time period, the Kennewick Irrigation District will redeem the bond and install approved irrigation. Any excess costs will be assessed to the affected parcels. Excess funds will be credited to the affected parcels in the following year assessments.
- vi. The irrigation system and all of its components will be granted to the Kennewick Irrigation District to be operated as District facilities after the final inspection is approved.

**V. Short Plat approval will be given when the appropriate conditions for the desired irrigation facilities have been met, whether they were existing, delayed or constructed under the District's supervision.**

**VI. The District will be provided three copies of detailed drawings and specifications of all Short Plats and irrigation plans. All drawings are to be neat, legible and on 24" x**

**36" sheets. Irrigation facilities, easements and locations shall be included in the Short Plat drawings along with all other utilities.**

**VII. The District will not sign Short Plat drawings for utility approval without incorporation of approved irrigation facilities.**