

# REQUIREMENTS FOR SHORT PLAT SUBDIVISION (Maximum 4 lots)

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- Proposed short plat subdivisions require a completed application and map (see Attachment A) with minimum required fees and variable fees (with documentation or applications) as are applicable.
- Application requires completion of a *Planning review*.
- Application requires *Environmental Health Department Plat Review Assessment* fees for land use and water program reviews.
- Application requires a *soils evaluation* for each lot in the proposed short plat or verification of *public sewer* availability for each lot.
- Application requires *Public Works Department Plat Review Assessment* fees for proposal and final map reviews.
- Short Plats proposing development of a *new public water system* require additional Environmental Health Department reviews, approvals and fees. Short Plats proposing connecting to an *existing public water system* require a *Water Availability Notification* signed by the water system purveyor for each lot.
- Final Short Plat approval will require survey of the property by a licensed land surveyor.
- Fee for *Alteration/Vacation* of any short plat subdivision is **\$355.00** (*other fees may apply, depending on the nature of the amendment*).
- **NOTICE: Consideration of special tax programs is NOT part of the permitting or development review process and may involve considerable additional expense to property owners.** If your parcel is in a special tax program such as Open Space Farm and Agricultural Land, Open Space Timber or Designated Forest Land, you must personally advise the Assessor's Office of any change in use of the land. It is recommended you contact the Assessor's Office (360-740-1392) for additional information prior to beginning the application process.

## MINIMUM REQUIRED FEES

<b>Base Application Fee</b>	<b>\$ 1,385.00</b>
<b>Lot Charge</b>	<b>45.00 per lot</b>
<b>Planning review</b>	<b>90.00</b>
<b>Environmental Health Department Reviews</b> ( <b>\$195.00 water program / \$195.00 land use</b> )	<b>390.00</b>
<b>Public Works Department Reviews</b> ( <b>\$200.00 plat review / \$150.00 final map</b> )	<b>350.00</b>

## VARIABLE FEES

<b>Soil Evaluation or</b>	<b>180.00 per lot</b>
<b>Sewage Permit Application</b> (Design review fee of \$170.00 each application may apply)	<b>300.00 per lot</b>
<b>Well Site Approval (public water)</b>	<b>360.00</b>
<b>Water System Review</b> (Over 6 hours then \$100.00 per hr.)	<b>600.00</b>
<b>Water Availability Notification</b>	<b>80.00 per lot</b>
<u>Additional fees may apply and will be determined upon submittal and/or review of project by the Planning Office.</u>	

Additional reviews and fees may be required for road approach permits, stormwater review, easement of necessity, etc. This determination will be made during the initial Public Works Department Plat Review and the applicant will be notified. Inquiries on these reviews should be addressed to the Lewis County Public Works Department.

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# LEWIS COUNTY COMMUNITY DEVELOPMENT DEPARTMENT

2025 NE Kresky Avenue  
Chehalis, WA 98532-2626

(360) 740-1146  
FAX: (360) 740-1245

## APPLICATION FOR SHORT PLAT SUBDIVISION

APPLICATION #: SP \_\_\_\_\_ - \_\_\_\_\_ Application Submitted: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Received By: \_\_\_\_\_ Soil/Septic Apps: S \_\_\_\_\_ - \_\_\_\_\_; S \_\_\_\_\_ - \_\_\_\_\_;  
S \_\_\_\_\_ - \_\_\_\_\_; S \_\_\_\_\_ - \_\_\_\_\_; S \_\_\_\_\_ - \_\_\_\_\_ & S \_\_\_\_\_ - \_\_\_\_\_;

**FEES DUE: \$2,215 plus \$45 each lot and \$180 soil evaluation per lot**

*(Fees shown include \$1,385 base application fee, \$90 planning review fee, \$390 EH review fees and \$350 PW review fee. Plus \$45 for each lot and \$180 for each lot soil evaluation will be required upon plat submittal).*

**ADDITIONAL REQUIREMENTS / FEES:**

*Septic permit application - require fees, possible designs, etc. (applications only good for a year).*

*Public Sewer - must provide documentation of availability (forms available in the Permit Center).*

*Public water - create new public water: well site inspection & fees, water program design review & fees, etc.*

*Public water - existing and new: water availability notification and fees required for each lot (forms available in the Permit Center), other review may be required.*

*Public Works - additional reviews and fees may be required for road approach permits, stormwater review, easement of necessity, etc.*

*Additional fees may apply.*

*Alterations / vacation to any large lot subdivision will be \$355.00 (other fees may apply depending on the nature of the amendment).*

**1. Applicant:**

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone Home(\_\_\_\_\_) \_\_\_\_\_ Work(\_\_\_\_\_) \_\_\_\_\_

E-Mail \_\_\_\_\_

**2. Property Owner (if other than the applicant):**

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone Home(\_\_\_\_\_) \_\_\_\_\_ Work(\_\_\_\_\_) \_\_\_\_\_

E-Mail \_\_\_\_\_

**3. Surveyor/Engineer (if any):**

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone Home(\_\_\_\_\_) \_\_\_\_\_ Work(\_\_\_\_\_) \_\_\_\_\_

E-Mail \_\_\_\_\_

**4. Tax parcel number(s) of the property included in this application:**

\_\_\_\_\_

**5. Is the property contained within this short plat application a part of any previous short plat?**

YES  NO

If yes, what was the name of the original subdivider or the Short Plat File No.?

\_\_\_\_\_

**6. Location of property:**

Quarter Section \_\_\_\_\_, Section \_\_\_\_\_, Township \_\_\_\_\_ North, Range \_\_\_\_\_

7. Location of site (road name/city): \_\_\_\_\_

8. Name(s) of Public Road(s) used for access: \_\_\_\_\_

9. Total acreage of the parcel(s): \_\_\_\_\_

10. Sizes of the proposed lots:

Lot #1: \_\_\_\_\_ Acres or Square Feet

Lot #2: \_\_\_\_\_ Acres or Square Feet

Lot #3: \_\_\_\_\_ Acres or Square Feet

Lot #4: \_\_\_\_\_ Acres or Square Feet

11. Do any lots have existing structures? If so, please identify the lot number and the type of structure.

\_\_\_\_\_

12. What uses are proposed for proposed lots?

Lot 1:  Residential  Commercial  Industrial  Other: \_\_\_\_\_

Lot 2:  Residential  Commercial  Industrial  Other: \_\_\_\_\_

Lot 3:  Residential  Commercial  Industrial  Other: \_\_\_\_\_

Lot 4:  Residential  Commercial  Industrial  Other: \_\_\_\_\_

13. Existing sewage disposal (including sewage permit number and date of approval):

None

Septic tank on Lot(s) # \_\_\_\_\_

Sanitary sewer on Lot(s) # \_\_\_\_\_

Other (Specify): \_\_\_\_\_

14. Proposed method of sewage disposal:

Septic tank on Lot(s) # \_\_\_\_\_

Sanitary sewer on Lot(s) # \_\_\_\_\_

Other (Specify): \_\_\_\_\_

Lots not intended for human habitation: Lot(s) # \_\_\_\_\_

Lots proposed for uses not requiring sewage disposal (please identify the proposed lot number and use: \_\_\_\_\_)

15. Existing water supply:

None

Individual well on Lot(s) # \_\_\_\_\_

Public or municipal water system (Name of system: \_\_\_\_\_)

Other (Specify: \_\_\_\_\_)

16. Proposed water supply:

Individual well on Lot(s) # \_\_\_\_\_

Public or municipal water system (Name of system: \_\_\_\_\_)

Other (Specify: \_\_\_\_\_)

17. **Please attach copies of the following to this application form:**

- A. The legal description of the tax parcel(s) contained within this application.
- B. The legal descriptions or other documentation of all existing or proposed easements affecting the property contained in this application.
- C. A map of the proposed short plat indicating topographical features such as streams, swales and the direction of the natural drainage pattern of the site(See Attachment A attached hereto for other map requirements).
- D. Existing or proposed road maintenance agreements, well maintenance agreements, community on-site sewage disposal system maintenance agreements, or restrictive covenants which apply to the short subdivision.
- E. For applications proposing service from a public or municipal sanitary sewer or water system, letters from an approved water or sewer purveyor stating the ability to provide service to each of the proposed lots. For those proposing septic systems, copies of soil evaluations for each lot. If wells are proposed, a copy of certification of water availability;
- F. Where the short plat maps or legal descriptions make reference to a Segregation Survey which has been recorded at the Lewis County Auditor's Office, a copy of said survey shall be attached.

18. **CERTIFICATION:**

I/we the undersigned, as the applicant, hereby certify that the map and legal descriptions attached hereto show the entire contiguous ownership in which I/we have an interest by reason of ownership, contract for purchase, earnest money agreement or option for purchase by any person, firm, or corporation in any manner connected with this proposed short subdivision and that the following is the signature(s) of the owner, contract purchaser, or their representative.

Also, that all adjoining land is owned by others not associated by a land development business relationship with the owner.

Also, that the information contained in this application, map, legal descriptions, and any other supporting documents are true and correct to the best of my/our knowledge.

\_\_\_\_\_

\_\_\_\_\_

SUBSCRIBED AND SWORN TO BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_

Notary Public in and for the State of

\_\_\_\_\_

Residing at: \_\_\_\_\_

## **ATTACHMENT "A"**

### **Preliminary Short Plat Map Requirements.**

A preliminary short plat map shall be prepared on a sheet of paper that is of reproducible material, and shall be of the following dimensions: eight and one half by fourteen inches (8 1/2" x 14"), eleven by seventeen (11" x 17") or eighteen by twenty four inches (18" x 24"). All drawing and lettering on the short plat map shall be in permanent black ink. Surveys shall not be required for preliminary short plat maps. All preliminary short plat maps shall contain the following information:

1. The date, scale (not more than two hundred (200) feet to the inch) and north arrow;
2. The name of the subdivider;
3. Designation of the quarter-quarter section, section, township and range.
4. The boundary lines of the entire parcel, lots and their dimensions, drawn to scale;
5. A number assigned to each lot. Lot numbers are to begin with number one (1) and proceed in a consecutive sequence.
6. The location, width and names of all public and private roads within or adjoining the short subdivision.
7. The connection between any internal road system of the short subdivision and the public road to be used for access.
8. Location and widths of all existing and proposed easements and rights-of-way for public services, ingress and egress or utilities within the area contained in the short subdivisions.
9. The location of existing houses, outbuildings and other structures including wells and on-site septic systems. Show the distances from the well(s) to the current and proposed property lines.
10. The boundaries of any land to be reserved for the common use of the property owners of the short subdivision.
11. Point of proposed access for each lot to the public road, whether each lot shall use a common access or have individual access.
12. Location (to the extent possible) of all section and section subdivision lines referenced in the legal description of the entire property to be short platted.
13. Vicinity sketch of the area in which the short subdivision is located may be required.

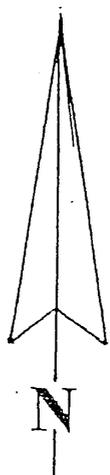
# SHORT SUBDIVISION MAP

SUBDIVIDER: \_\_\_\_\_

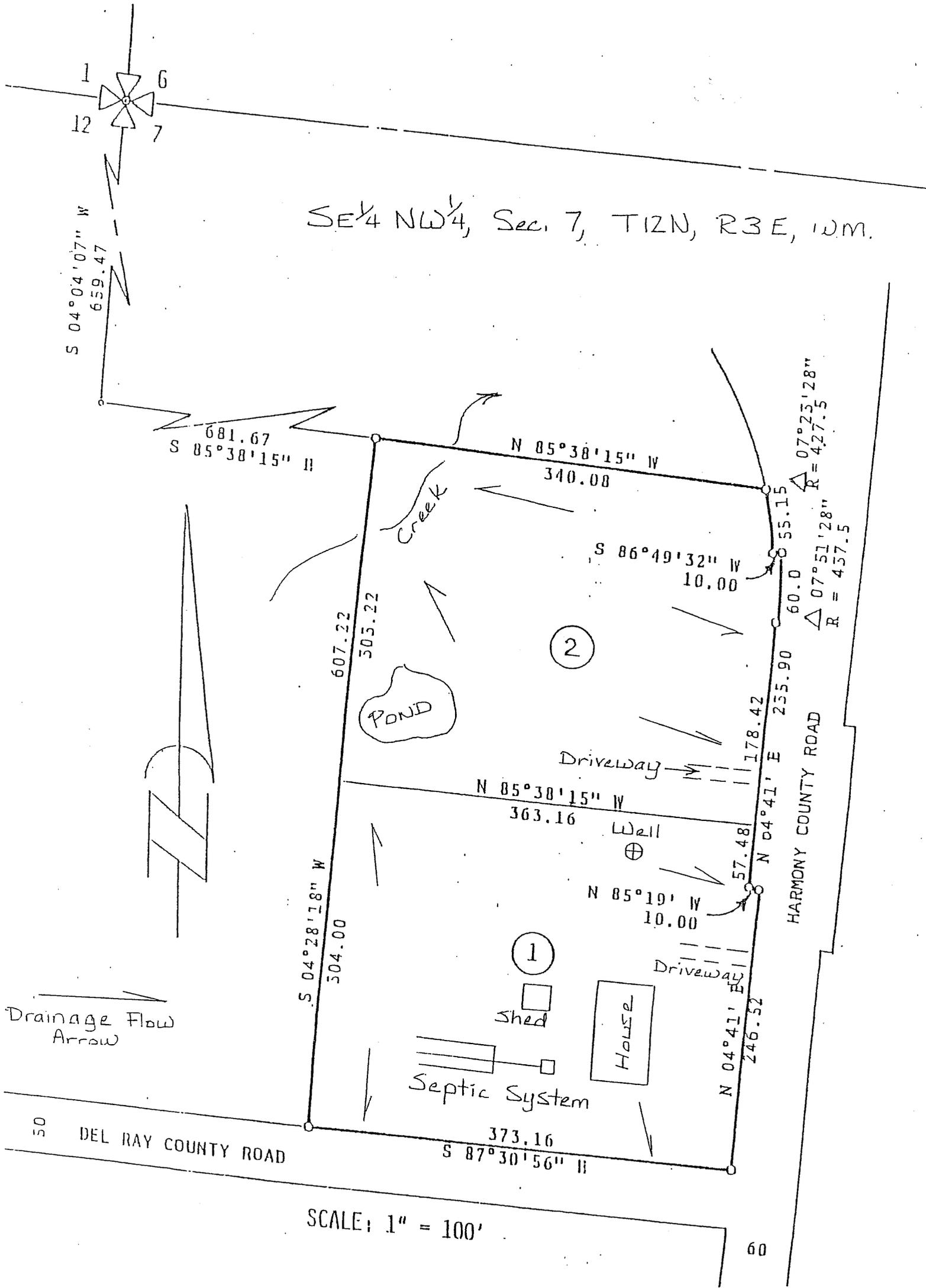
DATE: \_\_\_\_\_

SCALE: \_\_\_\_\_

LOCATION: \_\_\_\_\_<sup>1</sup>/<sub>4</sub>, \_\_\_\_\_<sup>1</sup>/<sub>4</sub>, Sec. \_\_\_\_\_, T \_\_\_\_\_ N, R \_\_\_\_\_, W.M.



# Short Plat Map Example





# PERMISSION TO ENTER

\_\_\_\_\_  
Date

Lewis County Community Development Department  
Lewis County Health & Social Services (Environmental Health)  
2025 NE Kresky Avenue  
Chehalis, WA 98532

I understand that County regulations require owner permission for County personnel to enter private property to conduct permit processing, review and inspections. I also understand that my failure to grant permission to enter, or an inability to contact me for prior notification of the time and date of inspection entries, may result in denial or withdrawal of a permit or approval.

Applications have been submitted for the following services:

1) \_\_\_\_\_; 2) \_\_\_\_\_; 3) \_\_\_\_\_;  
(Enter Type of Permit – i.e., building, septic, etc., - include all that apply)

which may require on-site permit processing, review and inspection by employees of the Community Development Department, Lewis County Environmental Services or Public Works for the property at:

\_\_\_\_\_ ; and \_\_\_\_\_ ;  
(site address/location) (tax parcel number)

By my signature below, permission is granted for representative(s) of the Community Development and Public Health Departments (Planning, Environmental, and Building sections) to enter and remain on and about the property for the sole purpose of processing such permits and performing required inspections and/or reviews.

*By my signature below, I certify that I am either the current legal owner of this property or their authorized representative. With this document I take full responsibility for the lawful action that this document allows.*

Prior notification of the date of inspection(s) will take place is:

Not required       Required: - ( ) \_\_\_\_\_ - \_\_\_\_\_ (Must provide phone number where applicant/representative can be reached)

\_\_\_\_\_  
*Name as listed on Application*  
(Please Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Mailing Address of Signatory (Street / P.O. Box)

\_\_\_\_\_  
Name of individual signing this document  
(  Property Owner or  Authorized Agent )  
(Please Print)

\_\_\_\_\_  
City, State, Zip

LEWIS COUNTY COMMUNITY DEVELOPMENT  
2025 NE Kresky Avenue  
Chehalis, WA 98532  
(360) 740-1146

## SEWER AVAILABILITY APPROVAL

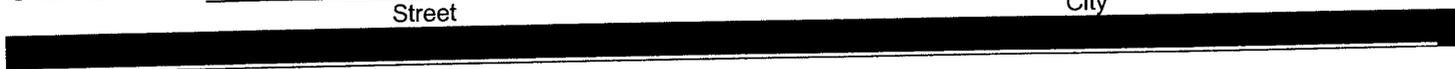
To be completed by applicant:

Applicant Name: \_\_\_\_\_ Phone # \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street City/State/Zip

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Site Address: \_\_\_\_\_  
Street City



To be completed by authorized sewer system personnel:

The above named applicant has submitted a development permit application requiring verification of a valid sewer connection. Please review the information provided and determine if all appropriate fees have been paid and the connection is authorized.

Proposed development \_\_\_\_\_

Tax Parcel # \_\_\_\_\_ Site Location \_\_\_\_\_

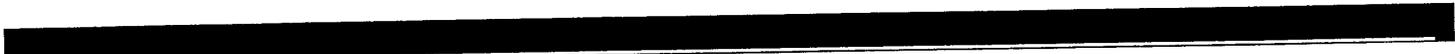
System Name: \_\_\_\_\_

This system has authorized a connection and will provide service to the site and project listed

above: Yes \_\_\_\_\_ No \_\_\_\_\_ Connection # (if applicable) \_\_\_\_\_  
*This property is located at the address listed at the top of this page. All fees have been paid and the connection is authorized.*

Signature/Title: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature of authorized sewer district employee

Once this section is complete please return this form to Lewis County Community Development at the address located above. Thank you.



To be completed by Permit Technician:

Project Description: \_\_\_\_\_

Permit/Application # \_\_\_\_\_

Subdivision/MHP Name: \_\_\_\_\_

Subdivision/MHP # \_\_\_\_\_

Lot/Space # \_\_\_\_\_

PT initials: \_\_\_\_\_

LEWIS COUNTY ENVIRONMENTAL SERVICES  
**PUBLIC WATER AVAILABILITY NOTIFICATION**

**\$80.00 Fee**

(Please Print)

WAN #: \_\_\_\_\_ Development Permit No.: \_\_\_\_\_

PROPERTY LOCATION: \_\_\_\_\_

Applicant's Name [as listed on application] \_\_\_\_\_

Applicant's Mailing Address: \_\_\_\_\_  
Street City Zip

\_\_\_\_\_  
Applicant's Signature

MARK AND COMPLETE ONLY ONE: CHOICE A or B

**CHOICE A (Shared Water Supply only 2 residential connections)** *(To be completed by applicant)*

The shared water supply will provide water to: *(check one - fill in the blanks)*

Tax Parcel # \_\_\_\_\_ Lot # \_\_\_\_\_

Short Plat # \_\_\_\_\_ Lot # \_\_\_\_\_

The residence is located at the address listed at the top of this page. The well supplying water for this system is located on: *(check one fill in the blanks)*

Tax Parcel # \_\_\_\_\_ Lot # \_\_\_\_\_

Short Plat # \_\_\_\_\_ Lot # \_\_\_\_\_

Signature of Applicant \_\_\_\_\_ Date: \_\_\_\_\_

**DEPARTMENT USE ONLY:**

Yes  No The shared well WS# \_\_\_\_\_ has met the Lewis County Shared well policy, ES Instruction #1-97 and is approved to supply water to two residential connections located as described in this document. This approval is not a certification of the present water quality.

SIGNATURE/TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

**CHOICE B (Public/Community Water Supply)** *(To be completed by a water purveyor.)*

System Name: \_\_\_\_\_ ID # \_\_\_\_\_ Group A or B: \_\_\_\_\_

Membership/Account # \_\_\_\_\_

This system is capable of and will supply water to: *(check one fill in the blanks)*

Tax Parcel # \_\_\_\_\_ Lot or Space # \_\_\_\_\_

Short Plat # \_\_\_\_\_ Lot or Space # \_\_\_\_\_

This property is located at the address listed at the top of this page. All fees have been paid and the connection is authorized

Signature/ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Note: Water Connection Approval for public/community well is valid for only one year of date of Health Department Approval below.

**DEPARTMENT USE ONLY:**

Yes  No This public water supply is in substantial compliance with WAC 246-290 Group A or WAC 246-291 Group B and is adequate/approved to furnish water for this connection

SIGNATURE/TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

Permit Technician \_\_\_\_\_ Reconnection Yes \_\_\_ No \_\_\_

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**NOTE:** Availability of water does not guarantee the granting of a building or sewage permit. We recommend applying for a sewage permit or at least a site evaluation BEFORE a well is drilled. Unsuitable soils or site may result in denial of sewage and/or building permits.

**NOTE:** High levels of **perchloroethylene** have been measured in the shallow aquifer in the vicinity of the intersection of **Hamilton and Labree Roads**. The area of investigation extends **west to Rice Road and east approximately 1/3 mile along the Hamilton Road North**. Drilling into the impacted aquifer could expose drilling personnel to contaminated soils and water. Moreover, during construction of wells in close proximity to the zone of contamination, proper sealing and isolation of separate aquifers is required and extremely critical to prevent possible contamination of deeper aquifers and minimize potential liability. Therefore, **PRIOR TO ANY DRILLING IN THESE AREAS** please contact **Washington State Department of Ecology**, at (360) 407-0281 for more specific information about this area of concern.

**NOTE:** High levels of **Volatile Organic Compounds** have been measured in the shallow aquifer in the vicinity of the intersection of **Jackson Hwy and the Forest Napavine Road East**. The area of investigation extends within a 1 mile radius of the intersection. Drilling into the impacted aquifer could expose drilling personnel to contaminated soils and water. Moreover, during construction of wells in close proximity to the zone of contamination, proper sealing and isolation of separate aquifers is required and extremely critical to prevent possible contamination of deeper aquifers and minimize potential liability. Therefore, **PRIOR TO ANY DRILLING IN THESE AREAS** please contact **Washington State Department of Ecology**, at (360) 407-0281 for more specific information about this area of concern.

LEWIS COUNTY ENVIRONMENTAL SERVICES  
**INDIVIDUAL WELL WATER AVAILABILITY VERIFICATION**

(Please Print)

Tax Parcel Number: \_\_\_\_\_ Development Permit No.: \_\_\_\_\_

PROPERTY LOCATION: \_\_\_\_\_

Applicant's Name [as listed on application] \_\_\_\_\_

Applicant's Mailing Address: \_\_\_\_\_  
Street City Zip

\_\_\_\_\_  
**Applicant's Signature**

**(Private/Individual Well - 1 connection only)**

*(To be completed by applicant.)*

The water supply for this building will be obtained from a source which does not require a water right permit. Less than 5,000 gallons per day of water will be used from the well and less than one-half acre will be irrigated. (Check one)

- The well has been drilled – copy of well drillers report is attached providing verification that the well is capable of producing a minimum of ½ gallon per minute or approximately 400 gallons per day.
  
- The proposed well has not been drilled – well driller's statement below is signed.

**NOTE:** Prior to final inspection for or final approval of any construction permit, copies of the well log/report and water test results (bacteria & nitrate) will be required. In addition to these, Arsenic testing is required in the Mineral area, specifically: Township 14N, Sections 2-11, Range 5E and Section 1 & 12, Range 4E. It is also required in: Township 15N, Sections 26-35, Range 5E and Section 25 & 36, Range 4E.

This letter is to indicate that I have knowledge of the water resources and availability in the area proposed for this well. While no guarantee can be given, nor assurance of continued water availability from this well, I am confident from previous experience and/or information about ground water in this general area, that an adequate quantity of potable drinking water can be obtained. It should be understood that ground water may contain naturally occurring minerals that can influence the quality of the water. Treatment is generally available to enhance the potability of the water to suit the resident when the mineral content is objectionable.

This letter has been prepared to help meet water availability requirements monitored by the Lewis County Building Department. This letter and a contract with my company to drill the well should meet the water availability requirements to allow issuance of the permit. **By our signatures below, we understand that final inspection approval will not be given and occupancy of the building will not be allowed until the bail test and potability tests have been completed and copies have been submitted to the Lewis County Building Department.**

Licensed Well Driller (signature) \_\_\_\_\_

Firm Name \_\_\_\_\_

Firm Address \_\_\_\_\_

License # \_\_\_\_\_

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**NOTE:** High levels of **Volatile Organic Compounds** have been measured in the shallow aquifer in the vicinity of the intersection of **Jackson Hwy and the Forest Napavine Road East**. The area of investigation extends within a 1 mile radius of the intersection. Drilling into the impacted aquifer could expose drilling personnel to contaminated soils and water. Moreover, during construction of wells in close proximity to the zone of contamination, proper sealing and isolation of separate aquifers is required and extremely critical to prevent possible contamination of deeper aquifers and minimize potential liability. Therefore, **PRIOR TO ANY DRILLING IN THESE AREAS** please contact Washington State Department of Ecology, Igor Vern at (360) 407-0281 for more specific information about this area of concern.

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**LEWIS COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT  
ADEQUATE FACILITIES REQUIREMENTS- FIRE**

Date: \_\_\_\_\_

Fire District: \_\_\_\_\_

Dear Commissioner or Fire Chief;

We are requesting a land use permit for \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

located at \_\_\_\_\_

which lies within your district. Please respond below, by checking the appropriate box to indicate whether or not your district has the capacity to serve the proposal or will have at the time of development. Thank you for your time.

Sincerely,

(Applicant)

- Yes, we have the capacity to serve the proposed development, or will have capacity at the time it is developed.
- No, we do not have the capacity to serve the proposed development

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**LEWIS COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT  
ADEQUATE FACILITIES REQUIREMENTS- REFUSE DISPOSAL**

Date: \_\_\_\_\_

Disposal Company: \_\_\_\_\_

To Whom It May Concern:

We are requesting a land use permit for \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

located at \_\_\_\_\_

which lies within your district. Please respond below, by checking the appropriate box to indicate whether or not your district has the capacity to serve the proposal or will have at the time of development. Thank you for your time.

Sincerely,

(Applicant)

- Yes, we have the capacity to serve the proposed development, or will have capacity at the time it is developed.
- No, we do not have the capacity to serve the proposed development

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**LEWIS COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT  
ADEQUATE FACILITIES REQUIREMENTS- SCHOOLS**

Date: \_\_\_\_\_

School District: \_\_\_\_\_

To Whom It May Concern:

We are requesting a land use permit for \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

located at \_\_\_\_\_

which lies within your district. Please respond below, by checking the appropriate box to indicate whether or not your district has the capacity to serve the proposal or will have at the time of development. Thank you for your time.

Sincerely,

(Applicant)

- Yes, we have the capacity to serve the proposed development, or will have capacity at the time it is developed.
- No, we do not have the capacity to serve the proposed development

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**LEWIS COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT  
ADEQUATE FACILITIES REQUIREMENTS- POLICE**

Date: \_\_\_\_\_

Police Department: \_\_\_\_\_

Dear Sheriff or Police Chief;

We are requesting a land use permit for \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

located at \_\_\_\_\_

which lies within your district. Please respond below, by checking the appropriate box to indicate whether or not your district has the capacity to serve the proposal or will have at the time of development. Thank you for your time.

Sincerely,

(Applicant)

- Yes, we have the capacity to serve the proposed development, or will have capacity at the time it is developed.
- No, we do not have the capacity to serve the proposed development

Signed: \_\_\_\_\_ Date: \_\_\_\_\_