



Lewis County Community Development

2025 NE Kresky Ave, Chehalis, WA 98532
Phone: (360) 740-1146 • Fax: (360) 740-1245

ADMINISTRATIVE REDUCTION-SETBACKS TYPE II APPLICATION

Type II applications require a mailed notice to properties within 500 feet of the property and notice posted on the road frontage of the project description. The administrator is the decision making body for the Type II application.

The following are required to be submitted with this Type II application to begin the review process:

STAFF	APPLICANT	
<input type="checkbox"/>	<input type="checkbox"/>	Completed site plan (with all the requirements on the Lewis County Community Development 'Site Plan Requirements' Handout)
<input type="checkbox"/>	<input type="checkbox"/>	Completed 'General Information' application
<input type="checkbox"/>	<input type="checkbox"/>	Completed permit application for the associated permit
<input type="checkbox"/>	<input type="checkbox"/>	All additional requirements listed on application
<input type="checkbox"/>	<input type="checkbox"/>	Completed 'Permission to Enter' form
<input type="checkbox"/>	<input type="checkbox"/>	Signed Adequate Facilities forms provided (required for all projects other than development of a single-family residence or large lot simple segregation where new development is not approved)
		<input type="checkbox"/> Not applicable; Explain: _____
<input type="checkbox"/>	<input type="checkbox"/>	SEPA
		<input type="checkbox"/> Not applicable; Exemption: _____
<input type="checkbox"/>	<input type="checkbox"/>	Application Fee

Any appeals will be heard by the Lewis County Hearing Examiner per the Lewis County Code Chapter 17.05.

For Official Use Only:	
Date of Completed Application: _____	Application Number: _____
Associated Permits: _____	Permit Technician: _____

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SITE PLAN REQUIREMENTS

The application should NOT be submitted unless all points below are addressed. The checklist must be submitted with the application. Submit multiple maps if necessary. Additional information may be requested.

STAFF APPLICANT

- North arrow, scale, vicinity map, and date.
- Site address and parcel numbers for all affected parcels
- Property line boundaries, dimensions, and size of the subject parcel(s)
- Location of all existing and proposed structures including, but not limited to: houses, sheds, barns, fences, culverts, bridges, storage tanks, retaining walls, decks, and porches
- Square footage of all existing and proposed structures, parking, and outside storage areas
- Setbacks from property lines for all existing and proposed structures
- Utility structures or lines such as septic tanks, sewer lines, drainfields, reserve areas, wells, water lines, power lines, utility easements, etc.
- Location of any known and proposed stormwater facilities
- Areas to be cleared, graded, excavated, or otherwise disturbed
- Location, depth, and extent of all clearing, grading and filling, including written estimates with both cut and fill quantities in cubic yards
- Location and identification of any surface waters, ditches, or known wetlands.
- Location and identification of topography (ex: top/toe of slope, direction of natural drainage, significant terrain features).
- Location of all proposed or existing easements, driveways, access etc.
- Location and name of all roads surrounding the property
- Any additional information which the applicant feels will assist in evaluating the proposal (ex: maps, drawings, photos)
- For all projects other than a single family dwelling, a description of the proposed use is required. Examples include, but are not limited to: personal storage, commercial uses, agricultural uses, garage, etc.

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GENERAL INFORMATION

Applicant Contact Information:

Name: _____

Mailing Address: _____

Phone Number: _____ E-mail: _____

Property Information:

Tax Parcel Number (s): _____

Zoning: _____ Acreage: _____

Site Address: _____

Owner's Name: _____

Owner's Address: _____

Owner's Phone Number: _____ Owner's Email: _____

_____ Quarter Section, Section _____, Township _____ North, Range _____ East/West (Circle One)

Surveyor/Engineer or Other Contractor Information (Attach additional sheets if necessary):

Name: _____

Mailing Address: _____

Phone Number: _____ E-mail: _____

Signatures

Please check the box:

I/We certify that I/We have read and understand the limitations and conditions of Lewis County Code and agree to comply with all conditions of approval.

By my signature below, I affirm that all the information and documents provided with this application are true and accurate to the best of my knowledge.

Signature: _____

Date: _____

Check one: Owner Applicant Authorized Agent

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ADMINISTRATIVE REDUCTION-SETBACKS

Fees: The minimum fee due at the time of submittal is \$280. Additional fees may apply.

This reduction in setback is for the side and/or rear property lines only. Reduction in the setbacks from County or State right-of-way must be approved by application thru Lewis County Public Works or WA State Department of Transportation.

Parcel Number: _____ **Permit Number:** _____

Requesting setback reduction to: _____ feet from the side property line
_____ feet from the rear property line

The proposed structure is _____ square feet.

- The proposed structure is:
- Residential
 - Commercial
 - Industrial
 - Other

- The property abutting the rear yard setback is:
- Residential
 - Commercial
 - Industrial
 - Other

Reasons existing setbacks cannot be met (i.e. topography, critical areas, or the lot size or configuration). Applications submitted without reasonable justification for reduction in setbacks cannot be approved):

Please explain why the building/structure cannot be located elsewhere on the parcel that will meet the setbacks: _____

PERMISSION TO ENTER

Date

Lewis County Community Development Department
Lewis County Health & Social Services (Environmental Health)
Lewis County Public Works Department
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, Public Health Departments, and Public Works 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