



Lewis County Community Development

125 NW Chehalis Ave, Chehalis, WA 98532
Phone: (360) 740-1146 • www.lewiscountywa.gov

ADMINISTRATIVE APPROVAL 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

☐☒

Completed Site Plan
(with all the requirements on the Lewis County Community Development 'Site Plan Requirements' Handout)

☐☒

Completed 'General Information' Application

☐☒

Completed Permit Application for the associated permit

☐☒

All additional requirements listed on application

☐☒

SEPA

☐

Not applicable; Exemption: _____

☐☐

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 Received: 10/10/2025

Application Number: AP25-00004

Associated Permits: SEP25-0027

Permit Technician: Brad

Lewis County Public Services

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SITE PLAN REQUIREMENTS

This checklist is intended to give a general idea of the information required for a site plan. 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. Any additional information which the applicant feels will assist in evaluating the proposal is encouraged.

Minimum size is 8.5x11-Maximum size is 11x17

STAFF APPLICANT

- | | | |
|--------------------------|-------------------------------------|---|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | North arrow |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Vicinity map with location and name of all roads surrounding the property |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | All property lines (if the parcel is large, provide a close up) |
| <input type="checkbox"/> | <input type="checkbox"/> | Setbacks from property lines for all proposed structures if an accurate scale is not provided |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Location and identification of all existing and proposed structures with dimensions.
Examples including, but not limited to: houses, sheds, barns, fences, culverts, bridges, retaining walls, and decks |
| <input type="checkbox"/> | <input type="checkbox"/> | Distance from other structures if within 10 feet |
| <input type="checkbox"/> | <input type="checkbox"/> | Test holes, septic tanks, septic lines, drainfields, and reserve areas |
| <input type="checkbox"/> | <input type="checkbox"/> | Wells, well circles with a 100-foot radius, water lines, etc. and all utility easements |
| <input type="checkbox"/> | <input type="checkbox"/> | Distance between existing and proposed septic, wells, and buildings |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Location of all existing or proposed driveways and dimensions, easements, access roads etc. If there is an access easement, please provide a copy |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Location and identification of any known critical areas on site. Examples including, but not limited to, wetlands, streams or other surface waters, steep slopes, etc. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Location of any known and proposed stormwater facilities |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Location, depth, and extent of any clearing, grading and filling |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | 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

Property Information:

Tax Parcel Number (s): 021323-005-000
Zoning: RDD-10 Acreage: 3.66
Site Address: 2353 Seminary Hill Road
Owner's Name: City of Centralia
Owner's Address: P.O. Box 609, Centralia, WA 98531-0609
Owner's Phone Number: 360.330.7512 Owner's Email: cstone@cityofcentralia.com
SE Quarter Section, Section 10, Township 14N North, Range 02 East/West (Circle One)

Applicant Information:

Name: Chris Stone, Water Operations Manager
Mailing Address: 1100 N Tower Avenue, Centralia, WA 98531
Phone Number: 360.330.7512, ext. 6000 E-mail: cstone@cityofcentralia.com

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

Name: Mari Orama, Parametrix
Mailing Address: 1019 - 39th Avenue SE, Suite 100, Puyallup, WA 98374
Phone Number: 253.355.3656 E-mail: MEleno-Orama@parametrix.com

Acknowledgment

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 may result in denial or withdrawal of a permit or approval. By my signature below, permission is granted for representatives of the Community Development, Environmental Services, and Public Works Department to enter and remain on and about the property for the sole purpose of processing such permits and performing required inspections or reviews.

Prior notification of the date of inspections will take place is: ☐ Required ☒ Not Required
() (Must provide phone number where applicant/representative can be reached)

I/We certify that all plans, specifications and other submissions required in support of this application conform to the requirements of all federal, state, and local codes and applicable laws and ordinances; and 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.

I certify that I have read and understand the limitations and conditions of Lewis County Code and agree to comply with all conditions of approval. I understand that any permits issued by Lewis County, consistent with the attached site plan, are valid ONLY if construction is in according to this plan and all other conditions of the permit are followed. 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 ☒ Authorized Agent

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ADMINISTRATIVE APPROVAL

Fees: The minimum fee due at the time of submittal is \$615. Additional fees may apply.

Additional Information:

Staff Applicant

- | | | |
|-------------------------------------|-------------------------------------|---|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Detailed summary identifying all uses proposed for the site, including direct and accessory uses. Approval will be limited to only those uses shown on the application or maps. All other uses that are not shown will be prohibited. |
| <input type="checkbox"/> | <input type="checkbox"/> | Soils report, as required by the Lewis County Sanitary Code, LCC 8.40 and 8.41, if new or altered onsite sewage systems are proposed. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Any additional materials required by an administrator for the specific project. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | If the proposed project is an animal kennel, shelter, boarding, grooming, or hospital that requires the Lewis County Dog Kennel Operating Permit from Public Health and Social Services, a copy of the Lewis County Dog Kennel Operating Permit is required to be attached. |

Project Name: Seminary Hill Pressure Zone Improvements **Permit Number:** _____

Brief Description of proposal:

Water Supply:

- Existing Source: ☐ Private Well ☐ Shared Well ☐ Public Water ☐ Group B ☐ Group A
☐ Other; If other, please explain: _____
- Proposed Source: ☐ Private Well ☐ Shared Well ☒ Public Water ☐ Group B ☒ Group A
☐ Other; If other, please explain: _____

Sewage Disposal

- Existing Method: ☐ Septic ☐ Public Sewer ☐ Other; If other, please explain: _____
- Proposed Method: ☐ Septic ☐ Public Sewer ☐ Other; If other, please explain: _____

Access, Vehicles, and Traffic

Access Road: Seminary Hill Road

- Please check one: ☐ Private Road ☒ County Road ☐ State Highway
☐ Other: If other, please explain: _____

Number of parking spaces available: _____ Number of parking spaces proposed: 8

How many vehicle trips will be generated daily to and from the site by the proposed use? Please include employees, customers, delivery trucks, etc. "Trip" means a one-direction movement that begins at the origin and ends at the destination per LCC 12.60.030: Less than one per day for maintenance and inspections.

How will these trips be distributed by type and time of day?
Standard passenger and truck fleet vehicles during normal business hours.

Site Characteristics

What type of commercial activity is proposed: Water reservoir and associated equipment.

Hours of operation: 24/7 but mostly unmanned.

On average, how many customers do you expect per day: Less than 1 per day - employees only

Will there be public assembly (church, event center, sports arena, etc.): ☐ Yes ☒ No

If yes, will the public assembly be within an enclosed building: ☐ Yes ☐ No

If the assembly is within an enclosed building, what is the occupancy load for the structures with proposed public assembly? _____

Please provide a floor plan detailing the layout of activities proposed in enclosed building

Total number of employees: 13 Total number of employees living on site: 0

	Existing		Proposed		Total	
Number of Buildings	1		1		2	
Gross Floor Area of all Buildings, all Floors	1152	Sq. ft.	361	Sq. ft.	1513	Sq. ft.
Total Impervious Area	1392	Sq. ft.	19008	Sq. ft.	20400	Sq. ft.

Please give a description of the type and area in square feet of each use within the building (ex: commercial dwelling space, storage, etc.):

680,000 gallon water reservoir with a storage capacity of 300,000 gallons, 8 parking spaces, 36' access road, 1,152 sq. ft. shop

How do you propose to make the project compatible with the appearance and character of the surrounding area?
Retain as many existing mature trees as possible.

What provisions have been made to safeguard the adjoining properties against any detrimental effects caused by the development?
Tree retention and fencing.