



## Boundary Review Board Frequently Asked Questions

Updated January 2026

THESE FAQS ARE NOT LEGAL ADVICE, SHOULD NOT BE RELIED UPON AS SUCH, AND ARE TO PROVIDE GENERAL INFORMATION. YOU SHOULD SEEK LEGAL ADVICE FOR ANY QUESTIONS YOU MAY HAVE.

### **Q1. What is the Boundary Review Board?**

A1. The BRB is an independent board that reviews annexation, de-annexation, incorporation and service area boundary changes for all cities, water and sewer districts, and fire districts within Lewis County. The Lewis County BRB is made up of 5 members, one appointed by the Board of County Commissioners, one appointed by the Mayors, one appointed by the Special Purpose Districts and two appointed by the Governor's Office.

### **Q2. What does the Boundary Review Board do?**

A2. Per RCW 36.93.090, .150, and other applicable law, the BRB is vested with the authority to review and approve, disapprove, or modify and approve any changes in the boundaries of cities or special purpose districts, the incorporation of a city or special purpose district, and the extension of water or sewer service outside the boundaries of cities special purpose districts under specific and defined circumstances as described below.

### **Q3. What factors does the Boundary Review Board consider in its review?**

A3. Per [RCW 36.93.170](#), in reaching a decision on a proposal or an alternative, the BRB shall consider but not be limited to the following:

1. Population and Territory. This includes items such as population density, land area and land uses, comprehensive plan designations, development regulations, and zoning, interlocal agreements, service agreements, natural boundaries, preservation of agricultural soils and preservation of productive agricultural uses.

2. Municipal Services. This includes water, sewer, stormwater and transportation, and may include other services such as electricity.
3. Adjacent Area. The effect of the proposal or alternative on adjacent areas, on mutual economic and social interest, and on the local government structure of the county.

**Q4. What are the limits on when the BRB can deny or modify a proposal?**

A4. Per RCW 36.93.150, the BRB can only deny or modify a proposal if it makes written findings, supported by record evidence, showing the action is inconsistent with one of RCW 36.93.180 objectives. The evidence must be entered into the record when the record is open for written and verbal testimony, which is different than general public comment.

**Q5. What is the BRB attempting to achieve when making a decision?**

A5. Per [RCW 36.93.180](#), the decisions of the BRB shall attempt to achieve the following objectives:

1. Preservation of natural neighborhoods and communities;
2. Use of physical boundaries, including but not limited to bodies of water, highways and land contours;
3. Creation and preservation of logical service areas;
4. Prevention of abnormally irregular boundaries;
5. Discouragement of multiple incorporations of small cities and encouragement of incorporation of cities in excess of ten thousand population in heavily population urban areas;
6. Dissolution of inactive special purpose districts;
7. Adjustment of impractical boundaries;
8. Incorporation as cities or towns or annexation to cities or towns of unincorporated areas which are urban in character; and
9. Protection of agricultural and rural lands which are designated for long-term productive agricultural and resource use by a comprehensive plan adopted by the county legislative authority.

**Q6. When does the BRB review a Notice of Intention (NOI)?**

A6. Per RCW 36.93.090, a NOI is an application that is submitted to the BRB when a jurisdiction under its authority has a boundary change or other qualifying statutory event. Per RCW 36.93.100, once the Chief Clerk of the BRB has determined that the NOI is sufficient and the filing fee has been paid, the Clerk sends notice to affected

jurisdictions and state agencies in the area of the boundary change which starts the 45-day notice period.

**Q7. What is the 45-day notice period?**

A7. Per RCW 36.93.100, this period is the length of time that the BRB or affected agencies, governments or special purpose districts with jurisdiction in the annexation area can invoke the BRB. It is also when residents in the annexation area and certain residents outside the annexation area can petition the BRB for a review of the annexation in accordance with [RCW 36.93.100](#). If the BRB is not invoked before the 45-day notice period ends, the annexation is deemed approved as a matter of law by the BRB without any public hearings.

**Q8. Is the 45-day notice a comment period like other public notices?**

A8. No, the 45-day notice period is for the purpose invoking the BRB to review the proposed annexation. If the BRB is not invoked, the annexation is approved.

**Q9. How can I provide testimony to the Boundary Review Board?**

A9. If the BRB is invoked you can provide testimony during the noticing period for the public hearing or at the public hearing itself. It is important to know that providing comments during the general “public comment” period on a BRB agenda is not the same as providing testimony which will be included in the record for the BRB to consider. While you may provide public comment for or during BRB agenda public comment period, if you want your statement to be entered as evidence within the record for consideration by the BRB, then you need to provide written and/or verbal testimony during the noticing period or a the public hearing.

**Q10. If the Boundary Review Board is invoked, how will I know?**

A10. Per RCW 36.93.160(1), if the BRB is timely invoked, a public hearing is scheduled for the review of NOI. A notice will be published in The Chronicle three times beginning at least 30 days in advance of the hearing. At least 5 days before the hearing, 10 signs will be posted in public spaces throughout the annexation area. Additionally, all documents and meeting notices will be available on the [BRB webpage](#).

**Q11. What can the Boundary Review Board do with an annexation when invoked?**

A11. At the end of the public hearing the BRB can approve, deny, or modify and approve a proposed annexation under specific and defined circumstances as describe in Answers #3 and #5.

**Q12. If I have any questions, who should I contact?**

A12. For simple questions relating to any ongoing NOI or BRB business, you can email the Chief Clerk of the BRB, Preston Pinkston at [Preston.Pinkston@lewiscountywa.gov](mailto:Preston.Pinkston@lewiscountywa.gov). All documents for current NOIs are located on the [BRB Webpage](#). Neither the County, the BRB, nor the BRB Chief Clerk can give you legal advice. For legal advice, you should consult your own attorney.