Lewis County Community Development

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

City Approval Form

This form is for buildings proposed inside city limits of Morton, Mossyrock, and Pe Ell. This form is to certify that a proposed project complies with the city's development regulations prior to the applicant submitting a building permit at the Lewis County Community Development Office. The applicant is required to bring the following to the City with Jurisdiction for pre-approval and is responsible to pay any associated fees adopted by the city.

- ☐ Completed 'City Pre-Application' form
- ☐ Completed site plan meeting the 'Site Plan Requirements' handout (attached)

City of Jurisdiction: _____

Full Project Description: _____

Tax Parcel Number (s): _____

Site Address: _____

Owner's Name: _____

Owner's Address: _____

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

Applicant Information:

Name: _____

Mailing Address: _____

Phone Number: _____ E-mail: _____

Acknowledgment

I, the property owner, applicant or authorized official, have read and understood the information of this form and the associated 'City Pre-Application Project Details' form attached and the information is correct to the best of my knowledge.

Signature:_____ Date: _____

For Official Use Only

Zoning and Critical Areas:

Zoning:_____Is this project in compliance with the zoning regulations? ☐ Yes ☐ No

Does this project meet setbacks from property lines? ☐ Yes ☐ No

Was SEPA Completed? ☐ Yes ☐ No If no, what exemption applies? _____

WAC 197-11-800 or locally adopted modification

Critical Areas on property: ☐ No critical areas were identified

☐ Wetlands ☐ Streams ☐ Geologically Hazardous Areas ☐ Critical Aquifer Recharge

☐ Flood Plain ☐ Shoreline ☐ Other: _____

Critical area reports submitted:_____

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Water Service:

- ☐ No water service required
- ☐ Preexisting water service
- ☐ New water service or additional connection required:
  - ☐ Installation and bimonthly service fee explained Shut
  - ☐ off procedures for non-payment explained
  - ☐ Water hook fee up paid

Sewer Service:

- ☐ No sewer service required
- ☐ Preexisting sewer service Septic
- ☐ installation required
- ☐ New sewer service or additional connection required:
  - ☐ Installation and bimonthly service fee explained
  - ☐ Shut off procedures for non-payment explained
  - ☐ Sewer hook up paid

Other: _____

Additional Comments:

I certify that I, city staff, have reviewed this form, the attached site plan, and the attached building permit application for development standards inside the City Limits and the project as described meets the requirements for the following:

- ☐ Zoning and Critical Areas
- ☐ Water Service
- ☐ Sewer Service
- ☐ Other: _____

Acknowledged by the Planning Committee on: _____ ☐ Not required

Site inspection completed on: _____ ☐ Not required

Approval of Authorized City Official

Signature:_____Title:_____Date:_____

Signature:_____Title:_____Date:_____

The application is not authorized by the city with jurisdiction unless signed and dated by a City Official.

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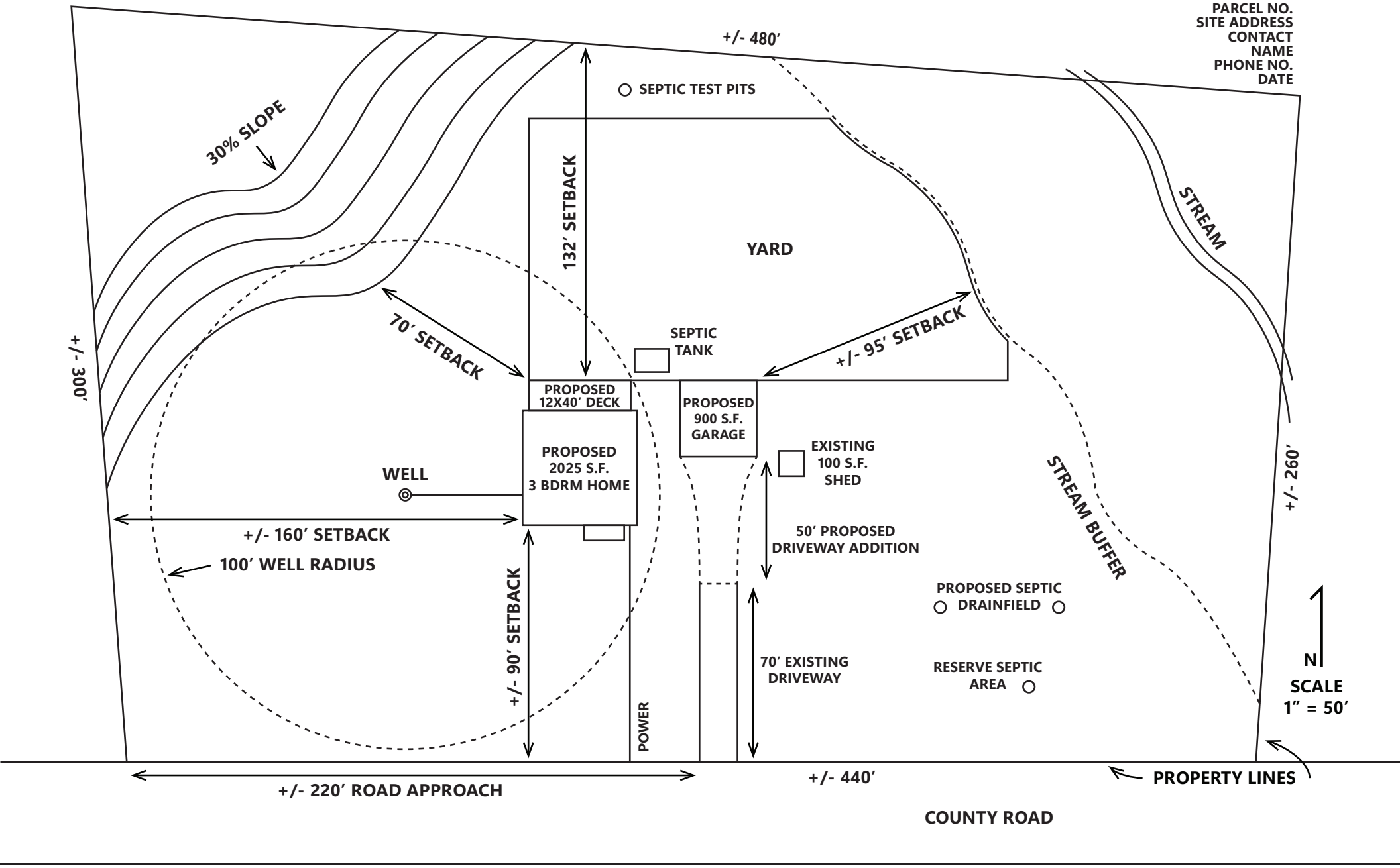
SITE PLAN REQUIREMENTS

Pursuant to Lewis County Code 17.05.060(2), when a site plan is required all of the following shall be included. Additional information may be required per the application checklist. Additional information may be requested. Any additional information that will assist in evaluating the proposal is encouraged.

- ☐ All site plans and maps shall be drawn to scale and shall include a scale bar and north arrow. Site plan on aerial photo / map will not be accepted.
- ☐ A label identifying the permit application name. Examples include, but are not limited to Master Site Plan, Boundary Line Adjustment, Special Use Permit, Septic Permit, etc.
- ☐ Property boundary lines, parcel number(s) and street address.
- ☐ Location and width of all existing public roads, private roads, ingress, egress, or easements within or adjacent to the property.
- ☐ Location of all existing and proposed driveways.
- ☐ Location and footprint of all existing and proposed structures, with dimensions.
- ☐ All existing and proposed development labeled with the existing or proposed use. Examples include, but are not limited to, house, deck, garage, barn, shed, fence, culvert, retaining wall, etc. Note – If the structure is a shop, please include specific uses, which might include personal storage, detached bedroom, agricultural processing, homebased business, etc.
- ☐ Number of bedrooms in each existing and proposed structure.
- ☐ Distance between existing and proposed structures and property boundaries.
- ☐ Distance between all existing and proposed structures, if within ten (10) feet.
- ☐ Location of all existing wells and sanitary control areas, septic systems and reserve areas, water lines, and other utility lines.
- ☐ Location of all existing and proposed stormwater facilities.
- ☐ Location and dimensions of all areas of disturbed land that will not be returned to predevelopment conditions, such as yard, garden and parking.


PARCEL NO.
SITE ADDRESS
CONTACT
NAME
PHONE NO.
DATE
+/- 480′
SEPTIC TEST PITS
30% SLOPE
132′ SETBACK
YARD
STREAM
70′ SETBACK
SEPTIC
TANK
+/- 95′ SETBACK
+/- 300′
PROPOSED
12X40′ DECK
PROPOSED
900 S.F.
GARAGE
EXISTING
100 S.F.
SHED
PROPOSED
2025 S.F.
3 BDRM HOME
WELL
STREAM BUFFER
+/- 260′
+/- 160′ SETBACK
100′ WELL RADIUS
50′ PROPOSED
DRIVEWAY ADDITION
PROPOSED SEPTIC
DRAINFIELD
+/- 90′ SETBACK
70′ EXISTING
DRIVEWAY
RESERVE SEPTIC
AREA
N
SCALE
1″ = 50′
POWER
+/- 220′ ROAD APPROACH
+/- 440′
PROPERTY LINES
COUNTY ROAD