

# Lewis County Community Development

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

## **SIMPLE SEGREGATION SUBDIVISION**

Type I Application

### **Base fees:**

Simple Segregation Application Fee	<b>\$355</b>
Public Works Review Fee	<b>\$200</b>
Land Development Review	<b>\$200</b>
Final Map Review Fee	<b>\$150</b>
<b>Total Base Fees</b>	<b>\$905</b>

### **Additional fees that may apply at the time of application:**

Environmental Health (Water)	<b>\$200</b>
Environmental Health (Septic)	<b>\$200</b>

**NOTICE: LOTS CREATED BY A SIMPLE SEGREGATION SUBDIVISION HAVE NOT BEEN REVIEWED FOR BUILDING PERMIT OR ENVIRONMENTAL HEALTH PURPOSES AND MAY NOT BE SUITABLE FOR DEVELOPMENT.**

For a determination of suitability for current development, the owner of the tracts to be sold or applicant for a building permit on a lot must show:(a) The tract has access to water as required by state law. (b) The tract has a suitable building site outside of critical areas and is consistent with criteria in the critical areas ordinance. (c) The tract has a conforming septic and reserve area consistent with Health Department requirements, Chapters 8.40 and 8.41 LCC. (d) the tract has legal access recorded and (e) The tract has physical access meeting the requirements for fire apparatus road (including private road review and stormwater review, grading permit, and the SEPA Checklist.

**Prior to recording final documents for this activity, all property taxes, assessments and recording fees must be paid.**

Contact the Lewis County Treasurer's office and the Lewis County Auditor's Office for complete information.

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## **SIMPLE SEGREGATION SUBDIVISION** **Type I Application**

### **Process:**

Simple segregations may contain up to (4) four lots with each lot being 5 acres or greater in size and is required to meet the zoning requirements. No lot in a recorded segregation may be further divided within a period of five years from the date of recording without filing for a plat, short subdivision, or large lot subdivision, and meets the zoning requirements.

1. Applicant submits a complete application, including a preliminary plat map drawn by a Washington State Licensed Professional Land Surveyor.
2. The Planning Department reviews the application for completeness. If additional information is needed, the planning staff will notify the applicant.
3. The complete application will be routed to different departments to review . When the review is finished, the departments will notify the Planning Department of comments or conditions.
4. Approval will be granted with conditions or will be denied.
  - i) If the proposal is denied, the applicant will be informed, in writing, the reason(s) for denial.
  - ii) If approval is granted with conditions, the applicant will need to complete those conditions.
5. Once the conditions are met, the final plat map will can submitted to Planning Department for final signatures.
6. After the conditions are reviewed and the Public Works and Planning Department sign the final map, the applicant or applicants surveyor will be notified to pick up their final map for recording.

### **Recording of Approved Simple Segregation Subdivision Map:**

All costs associated with the recording of the final map shall be paid by the applicant. All property taxes and assessments shall be paid in full for the year in which the Simple Segregation map is recorded.

- **The final map**
- **New certified legal descriptions of all properties incorporated in the BLA**

### **Other Disclaimers:**

If your parcel is in a special tax program such as Open Space Farm and Agricultural Land, Open Space Timber, or Designated Forest Land, or if you are getting a Senior Exemption on your taxes, you are encouraged to discuss any considered land divisions with the Assessor's Office BEFORE making those changes. Land divisions may involve undesired tax consequences. You may reach the Assessor's Office at (360) 740-1392.



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## **SIMPLE SEGREGATION SUBDIVISION** **Type I Application**

Type I applications involve decisions that do not require public notice and are decided by the administrator.

The following are required to be submitted for the Boundary Line Adjustment application to begin the review process:

STAFF

APPLICANT

Completed Survey Map drawn by a Washington State Professional Land Surveyor (PLS)-With all the requirements on the Lewis County Community Development 'Simple Segregation Map Requirements' Handout.

Completed 'General Information' Application

Completed 'Simple Segregation Subdivision' Application

Original Legal Descriptions

Documentation of a legal lot of record and meet the criteria in the Lewis County Code Chapter 16.02.050

Lot Closure Notes for each adjusted lot configuration prepared by a Washington State PLS

Application Fees

Other

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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## Simple Segregation Survey Map Requirements

**Survey Maps:** Five (5) copies of a map (18" by 24" Survey) meeting all the requirements for recording by the Lewis County Auditor to the Administrator for review with, permanent black ink, and meeting the requirements of WAC 332-130-050 and RCW 58.58.09.

### STAFF APPLICANT

A label identifying the map as a "Simple Segregation"

Reference the Simple Segregation number on the face of the map

Original legal description and proposed legal descriptions on the face of the map

A vicinity map, the date, and north arrow

The names and addresses of the Grantor and Grantee

The acreage of the proposed lots

A number assigned to each lot. Lot numbers are to begin with number one (1) and proceed in a consecutive sequence;

The location, width, and names of all existing streets, ingress, egress, or easements within or adjacent to the proposal, including, but not limited to, existing or proposed easements to provide access to each lot, and indication as to whether they be public or private and the Auditor's File Number

The location of existing structures, fences, buildings and improvements

The location of natural features such as water bodies, rivers, steep slopes and wetlands

The location of all wells and septic systems including reserve areas, water lines, and other utility lines

Point of proposed access for each lot to the public road, whether each lot shall use a common access or have individual access;

Location (to the extent possible) of all section and section subdivision lines referenced in the legal description of the entire property to be subdivided;

Survey maps shall also contain

- i. Name of professional land surveyor (PLS), stamp and signature of PLS;
- ii. Any monuments and markers of record, a minimum of two corners must be set or found;
- iii. A signature block for the approval and signature of the Administrator, and the date signed;
- iv. Signature block for Treasurer with a statement that property taxes for the parcel within this map have been paid through the year of recording; and
- v. Signature block for Auditor

The following WARNINGS and Certification must be on the face of the final Simple Segregation:

**WARNING**

- Lewis County has no responsibility to build, improve, maintain or otherwise service the private roads contained within or providing access to the property described in this Simple Segregation Subdivision.
- The Approval of this Simple Segregation Subdivision does not guarantee the issuance of any other permit or approvals.
- County Road Right-of-Way shown on Plat is not guaranteed by Lewis County, nor does Lewis County assume any liability for misrepresentation of County Road Right-of-Way locations, widths and title shown on the Plat.
- Access to this Simple Segregation Subdivision is not guaranteed by Lewis County.
- The Lots within this segregation shall not be re-divided for five (5) years from the date of recording without filing for plat, short subdivision, or large lot subdivision as provided in Lewis County Code and the future division is consistent with the zoning in effect at the time of future application.

**CERTIFICATION**

I/We, [print name(s)], being the sole vested owner(s) of the land contained within this Simple Segregation Subdivision, do hereby represent and warrant that the Subdivision has lawful access to a public road, for the purpose of satisfying requirements of LCC 16.12.520.

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## GENERAL INFORMATION

### Property Owner Information:

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

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

Tax Parcel Number (s): \_\_\_\_\_ Zoning: \_\_\_\_\_ Acreage: \_\_\_\_\_

Site Address: \_\_\_\_\_

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

### Applicant (if different from owner):

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

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

Tax Parcel Number (s): \_\_\_\_\_ Zoning: \_\_\_\_\_ Acreage: \_\_\_\_\_

Site Address: \_\_\_\_\_

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

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

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

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

### 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 Health, 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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## SIMPLE SEGREGATION SUBDIVISION

Parcel Number(s): \_\_\_\_\_ Permit Number: \_\_\_\_\_

### Site Characteristics:

How many lots are proposed: \_\_\_\_\_

What is the size of each lot:    Lot 1 \_\_\_\_\_  
   Lot 2 \_\_\_\_\_  
   Lot 3 \_\_\_\_\_  
   Lot 4 \_\_\_\_\_

Are there any easements (access, utility, etc.) on the subject property being proposed?     Yes     No

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

Is the property contained within this Simple Segregation Application a part of any previous Simple Segregation

Subdivision?     Yes     No;            If yes, what is the Auditors File Number (AFN)?: \_\_\_\_\_

Has the existing lot previously been subdivided with any type of subdivision process?:     Yes     No;

    If Yes, what is the Auditor's File Number (AFN)?: \_\_\_\_\_

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

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### Signatures

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 Simple Segregation and that the following is the signature(s) of the owner, contract purchaser, or their representative.

I/We further certify that I/We are the legal owners of the land contained in this segregation, and that said land has legal access to a public road.

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

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

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

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

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