



Lewis County Community Development

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

SPECIAL USE TYPE III APPLICATION

Type III applications require a mailed notice to properties within 500 feet of the property, notice posted on the road frontage, and notice published in the newspaper. A public hearing is required with the Lewis County Hearing Examiner. The Lewis County Hearing Examiner is the quasi-judicial decision making body. In the City of Chehalis Urban Growth Area, the Conditional Use Permit will use this application, follow the Chehalis Municipal Code, and will be heard by the Lewis County Hearing Examiner.

The following are required to be submitted with this Type III 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 information listed on application

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)

Not applicable; Explain: _____

SEPA

Not applicable; Exemption: _____

Application Fees

Any appeals will be heard by the appropriate Court per Lewis County Code Chapter 17.05.

For Official Use Only:

Date of Completed Application: _____

Application Number: _____

Associated Permits: _____

Permit Technician: _____

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

North arrow

Vicinity map with location and name of all roads surrounding the property

All property lines (if the parcel is large, provide a close up)

Setbacks from property lines for all proposed structures if an accurate scale is not provided

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

Distance from other structures if within 10 feet

Test holes, septic tanks, septic lines, drainfields, and reserve areas

Wells, well circles with a 100-foot radius, water lines, etc. and all utility easements

Distance between existing and proposed septic, wells, and buildings

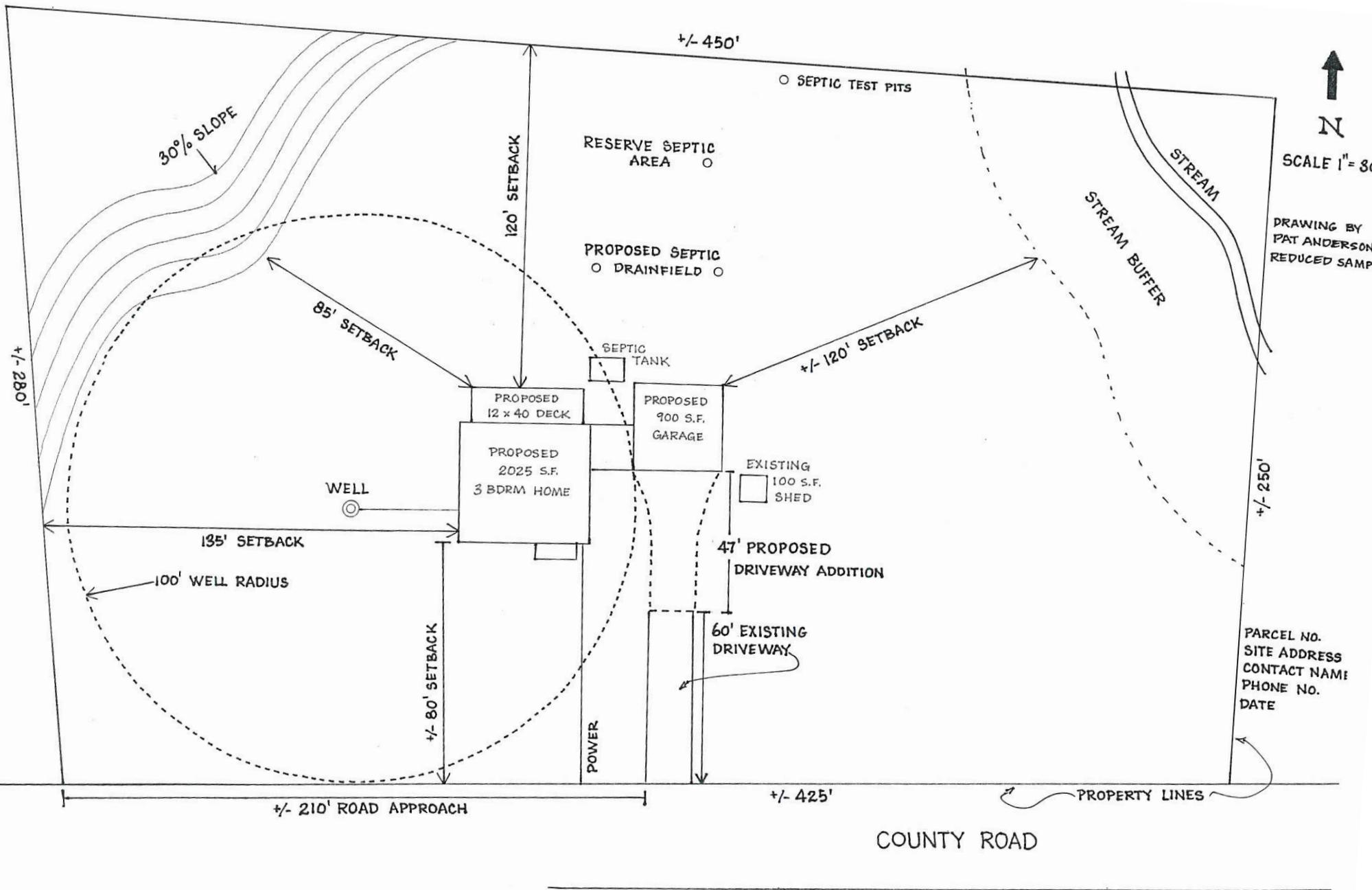
Location of all existing or proposed driveways and dimensions, easements, access roads etc. If there is an access easement, please provide a copy

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.

Location of any known and proposed stormwater facilities

Location, depth, and extent of any clearing, grading and filling

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.



N
 SCALE 1" = 30'
 DRAWING BY
 PAT ANDERSON
 REDUCED SAMPLE

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GENERAL INFORMATION

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)

Applicant Information:

Name: _____

Mailing Address: _____

Phone Number: _____ E-mail: _____

Surveyor/Engineer 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 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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SPECIAL USE

Fees: The minimum fee for a new submittal is \$3,200. For an amendment or revision, the minimum fee is \$2,500. SEPA is not included in these estimates. Additional fees may apply.

Additional Information:

Staff Applicant

- Detailed summary identifying all uses proposed for the site, including direct and accessory uses. All potential uses should be identified because approval will be limited to only those uses shown on the application or maps. All other uses will be prohibited.
- 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.
- A lease agreement if the applicant is leasing the property.
- A map or series of maps beyond the requirements of the 'Site Plan Requirements' Handout, drawn at a scale of 1" = 100', which shows:
 - I. Wells within the development area or within 500 feet of the boundary of the site which are used for domestic use or identified through well log or water right records.
 - II. The location and height of all existing and proposed structures and their square footage: houses, sheds, garages, barns, fences, culverts, signs, storage tanks, exterior lighting, outdoor storage areas, parking areas, loading zones, etc.
- Legal description of all parcels affected
- If the proposed project is an animal kennel that requires the Lewis County Public Health and Social Services Dog Kennel Operating Permit, a copy of the Dog Kennel Operating Permit is required.
- Please provide a narrative of how your proposed project complies with the Lewis County Code sections 17.158.020, 17.158.024, and 17.158.030 for your specific Special Use proposal
- In the City of Chehalis Urban Growth Area Conditional use permit, provide the following information:
 - I. Internal traffic circulation, fencing, screening, and landscaping buffer areas, noise vibration, and air pollution, street and road capacities, location of off-street parking, usable open space, signs and lighting.
 - II. A narrative of how your proposal complies with the Chehalis Municipal Code, Chapter 17.09.115 for your specific Conditional Use proposal.
- Additional materials may be required by an administrator depending on the specific project.

Project Name: _____ **Permit Number:** _____

Brief Description of proposal (Attach additional sheets as necessary): _____

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: _____

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

How many parking spaces are available: _____ How many parking spaces will be added: _____

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: _____

How will these trips be distributed by type and time of day? _____

Site Characteristics

Is this a pre-existing business? Yes No If yes, when did it begin operation? _____

What type of commercial activity is proposed: _____

Hours of operation: _____

On average, how many customers do you expect per day: _____

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

If yes, what type of public assembly is being proposed: _____

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

Explain: _____

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

Total number of employees: _____ Total number of employees living on site: _____

	Existing	Proposed	Total
Number of Buildings			
Gross Floor Area of all Buildings, all Floors	Sq. ft.	Sq. ft.	Sq. ft.
Total Impervious Area	Sq. ft.	Sq. ft.	Sq. ft.

Please describe the size (in square feet) and use of each building (ex: living area, commercial space, storage, etc.): _____

Will people stay overnight? Yes No

What type of overnight facility is being proposed (motel, group home, campground, residence for caretaker etc.): _____

Is their stay temporary or permanent? _____

How many people will be living/staying on site (# of rooms in a hotel, campground spaces in campgrounds, family members living in residence, etc.): _____

Will there be storage of hazardous, nonhazardous, or any other type of materials? Yes No
Explain: _____

Please describe the provisions proposed to make the proposed development compatible with the appearance and character of the surrounding area? _____

Please describe the provisions proposed to safeguard the adjoining properties against any detrimental effects caused by the development? _____

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ADEQUATE FACILITIES-FIRE

Date: _____

Fire District: _____

Dear Fire Commissioners or Fire Chief,

We are requesting a land use permit for _____

Located at _____

which lies within your district. Please respond below to indicate whether or not your district has the capacity to serve the proposal or will have the capacity to serve the proposal at the time of development.

Sincerely,

(Applicant)

Fire Commissioners or Fire Chief:

Adequate facilities mean: For residential or commercial buildings with a height of 35 feet and below, two stories or less, and 50,000 square feet or less, the local fire district has the equipment and personnel to serve the new facility without a change in the current level of service for similar facilities existing in the district. For industrial or commercial over 35 feet in height, the district has the equipment and personnel to serve the new facility consistent with the adopted standards of the district, including local fire codes. Fire Districts can provide or secure adequate emergency services to this location for the proposed project.

Yes, we have the capacity to serve the proposed development, or will have the capacity at the time it is developed.

No, we do not have the capacity to serve the proposed development

Please print name: _____ Phone number: _____

Signature: _____ Date: _____

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ADEQUATE FACILITIES-LAW ENFORCEMENT

Date: _____

Law Enforcement Agency: _____

Dear Sheriff or Police Chief,

We are requesting a land use permit for _____

Located at _____

which lies within your district. Please respond below to indicate whether or not your district has the capacity to serve the proposal or will have the capacity to serve the proposal at the time of development.

Sincerely,

(Applicant)

Sheriff or Police Chief:

Adequate facilities mean: The Law Enforcement Agency can provide adequate emergency services to the location of the proposed development.

- Yes, we have the capacity to serve the proposed development, or will have the capacity at the time it is developed.
- No, we do not have the capacity to serve the proposed development.

Please print name: _____ Phone number: _____

Signature: _____ Date: _____

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ADEQUATE FACILITIES-REFUSE DISPOSAL

Date: _____

Disposal Company: _____

To whom may concern,

We are requesting a land use permit for _____

Located at _____

which lies within your district. Please respond below to indicate whether or not your district has the capacity to serve the proposal or will have the capacity to serve the proposal at the time of development.

Sincerely,

(Applicant)

Disposal Company:

Adequate facilities means: facilities are available where the project does not adversely affect the ability of the local and/or regional solid waste authorities from accomplishing the goals and objectives of the adopted county solid waste comprehensive plan. Adequacy includes pick up, transport, disposal, or transfer of solid waste.

Yes, we have the capacity to serve the proposed development, or will have the capacity at the time it is developed.

No, we do not have the capacity to serve the proposed development.

Please print name: _____ Phone number: _____

Signature: _____ Date: _____

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ADEQUATE FACILITIES-SCHOOLS

Date: _____

School District: _____

To whom may concern,

We are requesting a land use permit for _____

Located at _____

which lies within your district. Please respond below to indicate whether or not your district has the capacity to serve the proposal or will have the capacity at the time of development.

Sincerely,

(Applicant)

School District:

Adequate facilities mean: For residential uses, the school can reasonably accommodate the school population anticipated from the new development within existing facilities, together with state or federal funds expected as a result of growth or changes within the district. For commercial or industrial uses, the traffic or other impact to the school does not interfere with reasonable school operations or safety.

- Yes, we have the capacity to serve the proposed development, or will have the capacity at the time it is developed and the proposed project does not interfere with reasonable school operations or safety.
- No, we do not have the capacity to serve the proposed development or it interferes with reasonable school operations and/or safety.

Please print name: _____ Phone number: _____

Signature: _____ Date: _____