



# FACT SHEET-Large Lot Subdivision

P-2.3F

**NEED FOR PERMIT:** The division of land which creates two or more lots, tracts, parcels or sites, any one of which that is five acres or more in area but less than 10 acres, must comply with the large lot subdivision process (CCC 18.38).

## **COWLITZ COUNTY CODE / ORDINANCE REVIEW CRITERIA:**

- CCC 18.38 Large Lot Subdivision
- CCC 19.15 Critical Areas Ordinance
- CCC 19.11 Environmental Policy – State Environmental Policy Act (SEPA)
- Comprehensive Plan
- Other codes/ordinances applicable to development proposed.

## **PRE-APPLICATION REVIEW:**

- Recommended.
- Meetings held 4<sup>th</sup> Tuesday of each month.
- See Pre-Application Submittal Checklist Requirements.

## **DEPARTMENT PROCESSING TIME:**

- Preliminary Plat Review once application is complete 60-120 days.
- Final Plat Review once application is complete – 30 days.

## **APPLICATION SUBMITAL – PROCESSING OF APPLICATION:**

- Application submitted; staff determines the application complete or request for more information.
- Site visit is conducted.
- SEPA determination made 14-day review period begins.
- Staff reviews project through required and applicable criteria.
- Staff writes staff report, which includes findings, conclusions and recommendations.
- The Department Director may grant preliminary approval with conditions, or deny the proposed large lot subdivision.

**DURATION OF PRELIMINARY PLAT:** Preliminary approval is effective for five (5) years. The applicant must complete and record the plat within 5 years.

**FINAL PLAT:** Applicant may file for final plat review once all items identified on the list of Preliminary Approval is completed. Staff reviews the application materials, sends the blacklines to the Department of Public Works for review and approval, and notifies the applicant when application is complete and Mylar's are needed.

**APPEAL:** Preliminary approval may be appealed to the Hearing Examiner, or the Board of County Commissioners at the discretion of the applicant.

If you have further questions, please call (360) 577-3052.