

# Short Subdivision Ordinance Update Advisory Committee

**Meeting #5: Wednesday, February 10<sup>th</sup>, 2010**

Department of Building & Planning Conference Room (1<sup>st</sup> Floor)  
207 Forth Avenue North, Kelso, WA 98626  
3:00 pm – 4:50 pm

## AGENDA

<b>Time</b>	<b>Item</b>
3:00	Sign In / Approve Minutes from previous meeting
3:10	18.34.070 General Standards (finish from previous meeting) Focus on survey and septic standards
4:40	Public Comments/Next Steps
4:50	Adjourn

### Handouts

- 18.34.070 General Standards, with proposed additions and deletions

**Next Meeting: Wednesday, March 10<sup>th</sup>, 2010**

## Short Subdivision Ordinance Update Advisory Committee

### Meeting #3: Wednesday, January 13, 2010

Cowlitz County General Meeting Room  
207 Forth Avenue North, Kelso, WA 98626  
3:00 pm – 4:50 pm

### Unapproved Abbreviated Minutes

#### 18.34.060 Application

- Modify A & B – change out “Director,” and replace with “Department.”
- Modify B-8 – add “property being subdivided.”
- Modify B-10 – change the last part with “simultaneously with final short plat Mylar”
- Modify B-13-b – “submitted within 90 calendar days following the date of the letter requesting additional information; however, an extension may be available upon request.”
- Modify B-14 – “scaled to an appropriate size”

#### 18.34.070 General Standards

- Modify A-1 – rewrite to take out the word “undistracted,” and leave the last part of the sentence general in nature. Add a sentence for handouts or appendices.
- Modify A-2 – include “road maintenance,” and spell out what an AFN is.
- Section A-5 – committee is happy with the strikeout.
- Modify A-7-a – the last section should be modified with new language similar to that of “all surveys shall be required to comply with current surveying standard practices and law.”
- Section A-7-a – Talked about survey waivers, and the committee agreed that survey waivers need to go away.
- Section A-7-b – Homework assignment for surveyors on the committee and County staff is to come back with some better language that is clearer for this section.
- Septic items will be discussed at the next meeting when people knowledgeable about septic systems would be in attendance.

1 **18.34.070 General standards.**

2 A. The following standards shall be applicable to all short subdivisions:

- 3 1. Lot Size. The minimum size of any lot within a short subdivision located in an area  
4 that is districted pursuant to the Cowlitz County Zoning Code, shall conform to the  
5 minimum lot size specified in the Zoning Code, or such larger size as specified by  
6 state health regulations. In undistricted undistricted areas of the county where the  
7 Zoning Code does not apply, the minimum lot size within a short subdivision shall be  
8 either as designated by the County Comprehensive Plan for that area or of such size  
9 as is required to meet state water and sewage disposal standards, whichever is  
10 greater. In all areas of the County, new lots using on-site septic systems must meet  
11 the minimum lot size requirements established by Table X of WAC 246-272A-0320  
12 (or hereafter amended).
- 13 2. Easements. Easements shall be provided where necessary for may be required for,  
14 but not limited to road, road maintenance, utility installation and maintenance, public  
15 access, drainage, and buffer strip or protective easements. Dedications of  
16 easements on the face of the plat are only allowed for and between the lots within  
17 the boundaries of a short subdivision, and are subject to the appropriate dedication  
18 language shown on the face of the final plat. Easements involving properties outside  
19 the boundaries of a short subdivision shall be recorded separately prior to final plat  
20 approval, and the appropriate AFN numbers identified on the face of the final plat.
- 21 3. Septic Suitability. Each lot within a short subdivision not served by public sewer shall  
22 demonstrate the capability to support an on-site septic system and reserve area.
- 23 a. New Lots: All soil tests for new lots shall be conducted by a wastewater designer  
24 or a professional engineer licensed in the state of Washington, and meets the  
25 requirements of WAC 246-272A and ~~CCC 22.22~~ (or hereafter amended). Soils  
26 tests shall be submitted to the Cowlitz County Environmental Health Unit for  
27 verification.
- 28 b. Existing Lot: Any existing septic system will need to meet the requirements for  
29 reconnection/verification of an existing system per ~~CCC 22.22~~. This may  
30 include tank pumping/replacement, soils test review, and designation of a  
31 reserve area. Current O & M Inspection? Rather than  
32 connection/reconnection/verification?
- 33 4. Water Availability. Each lot within a short subdivision shall be required to  
34 demonstrate sufficient availability of potable water.
- 35 a. The applicant shall obtain a Certificate of Water Availability from the Cowlitz  
36 County Environmental Health Unit for each lot demonstrating the availability of  
37 potable water.
- 38 b. Any easements, shared well agreements, or restrictive covenants shall be  
39 recorded prior to final plat approval and identified on the face of the final plat.
- 40 ~~5. Overall Plan. A generalized plan for the entire ownership shall be required to show~~  
41 ~~that the road pattern and general arrangement for the short subdivisions can be~~  
42 ~~coordinated with the entire tract when fully developed. Available topographic~~  
43 ~~information may be required. A new topographic survey shall not be required.~~
- 44 6. Where property is short subdivided, the lots, tracts and/or roads shall be designed to  
45 permit later resubdivision in conformity with zoning, access, division, lot or tract  
46 standards.
- 47 7. Surveys.
- 48 a. Surveys shall be required for all short subdivisions. unless waived by the  
49 Administrator. The Administrator may grant a waiver of the survey requirement if  
50 he/she finds at least two of the following conditions exist: All surveys shall be  
51 required to comply with current surveying standard practices and law. All  
52 surveys are required to comply with RCW 58.09 (or hereafter amended) and  
53 meet the minimum standards as set forth in WAC 332-130 (or hereafter  
54 amended).

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- i. ~~The short plat contains no more than two lots and is not a further division of a previously recorded unsurveyed parcel.~~
  - ii. ~~All lots located in the short plat are a minimum of one acre in size.~~
  - iii. ~~The estimated cost to survey the property, including necessary ties, would exceed 10 percent of the valuation of the property as listed for sale, or as on file with the records of the Cowlitz County Assessor, whichever is greater. Estimates must be obtained from two firms. Each estimate must be in writing and be prepared by a land surveyor registered in the State of Washington.~~
- b. Monuments and Markers. If the property has been surveyed, all permanent monuments within the short subdivision shall be located and described, and all controlling corners on the boundaries of the short subdivision shall be monumented. All markers set shall be marked with the land surveyor's registration number. All monuments and markers shall be shown on the face of the final short plat.

~~8. Difficult development land shall not be divided unless acceptable plans are provided by the subdivider for overcoming any harmful features within 90 calendar days following the original submission. Reasonable conditions may be applied to short subdivision approval to minimize harmful environmental conditions pertinent to the property. (*Difficult development moved to application section and switched to critical areas.*)~~

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~~9. Access. Each lot within a short subdivision shall be provided with satisfactory access by means of a public or private right-of-way connecting to an existing and developed public street, or by some other legally sufficient right-of-access, inseparable from the lot to be served; provided, that private roads shall not be allowed in areas that are classified as urban or suburban by the Cowlitz County Comprehensive Plan or the Zoning Code.~~

~~a. Private roads shall not be allowed in areas that are classified as urban or suburban by the Cowlitz County Comprehensive Plan or the Zoning Code. All new lots in these areas are required to physically front on a publicly maintained roadway for a minimum of 25 feet.~~

~~b. All new and existing private roads serving lots within the short subdivision shall meet the requirements of CCC 11.36, the Cowlitz County Private Road Ordinance.~~

~~c. New driveways may be required to be installed prior to final plat approval.~~

~~10. Lot Width. The minimum lot width shall be as set forth in the County Zoning Code for those zoned portions of the county. All short subdivisions locating in unzoned areas of the county shall be consistent with the lot widths no less than 60 feet in width at the building line or as required by health regulations, whichever is greater.~~

~~11. All short subdivisions shall comply with the minimum requirements of the Washington State Uniform International Fire Code, as adopted or amended by the Board.~~

B. Standards applicable to all short subdivision private roads are as follows:

1. Any right-of-way or road surface not open to general public use shall be retained as a privately owned and privately maintained road.
2. Privately owned roads shall be open for necessary public use.
3. Private road right-of-way widths and improvements shall meet county standards, as adopted or amended by the Board.
4. In any short subdivision where lots are served or to be served by a private road, the subdivider shall furnish copies of covenants, which shall run with the land, as set forth in CCC 18.34.060(E).
5. The seller of any property encumbered by the covenant set forth in CCC 18.34.060(E) shall obtain from the purchaser, and record with the Cowlitz County Auditor and with the Department, the purchaser's acknowledgement of private road construction and maintenance responsibility, as set forth in CCC 18.34.060(F).

C. Standards applicable to all short subdivisions along public roads are as follows:

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1. Dedication or deeding or granting of an easement to the county of such right-of-way as may be consistent with adopted county standards, or as amended, for public roads, or a portion thereof, shall be required within or along the boundaries of the short plat of any lot(s) within, under the following circumstances:
    - a. Where the six-year capital improvement plan indicates the necessity of a new right-of-way or portion thereof for road purposes;
    - b. When there is less than the standard right-of-way from the centerline of the road to the property line;
    - c. Where necessary to extend or complete the existing road;
    - d. When necessary to develop better traffic circulation in the community or neighborhood.
  2. Public road improvements, consistent with adopted county standards and specifications for public roads/streets, shall be required when new public right-of-way is deeded or dedicated.
  3. Public roads right-of-way widths and improvements shall be consistent with adopted county road standards and specifications. [Ord. 96-012, § 1, 1-29-96; Ord. 82-022, §§ 12, 13, 14, 1-25-82; Ord. 80-329, § 8, 9-29-80; Ord. 80-146, § 8,5-6-80.]