

Lorie Spogen, Chair

## LETTER OF TRANSMITTAL

**To:** Lewis County Board of County Commissioners

**From:** Lewis County Planning Commission

**Date:** February 24, 2021

**Subject:** Transmittal to the BOCC: Amendment to Lewis County Code, Chapter 2.25, 16.05 and 17.05, regarding the subdivision process.

### Dear Commissioners:

The purpose of this report is to transmit to the Board of County Commissioners a draft amendment to the Lewis County Code, which would allow:

- Preliminary approval of subdivisions as a Type III land use application; and
- Final plat approval of subdivisions as a Type I land use application to be signed off by the administrator after conditions imposed by the hearing examiner are met.

### Findings of Fact

1. Lewis County is required to regulate the subdivision of land and to promote the public health, safety and general welfare in accordance with standards established by the state in RCW 58.17, Plats-Subdivisions-Dedications; and
2. RCW 58.17.330 allows hearing examiners to make the final decision for preliminary plats for subdivisions;
3. In 2017, RCW 58.17.100, RCW 58.17.170 and RCW 58.17.190 were updated to allow administrative personnel to sign off on the final plat after verifying the conditions imposed by the hearing examiner on the preliminary plat were met;
4. As part of the current code, Lewis County has regulations for the subdivision process in the following locations to classify subdivisions as a Type IV application:
  - a. LCC 2.25, Hearing Examiner
  - b. LCC 16.05, Subdivisions

c. LCC 17.05, General Provisions;

5. To streamline the permitting process, the Planning Commission elected to utilize the update in legislation to classify subdivisions as a Type III application;
6. Staff provided notice for a public hearing on the proposed code amendment in the manner prescribed in LCC 17.12 on February 2, 2021;
7. On February 23, 2021, the Lewis County Planning Commission held a public hearing on the proposed code amendments in Lewis County Code Chapter 2.25, 16.05, and 17.05; and
8. Following the public hearing, the Planning Commission deliberated the measures and determined that the proposed amendments met the intent and requirements of the Growth Management Act and Subdivision Act and were in accordance with the public interest.

**Recommendation**

Based on the above findings, the Lewis County Planning Commission recommends that the Board of County Commissioners pass an ordinance that adopts the proposed changes to allow:

- Preliminary approval of subdivisions as a Type III land use application; and
- Final plat approval of subdivisions as a Type I land use application to be signed off by the administrator after conditions imposed by the hearing examiner are met.

Being duly authorized to transmit the recommendations on behalf of the Lewis County Planning Commission, I hereby respectfully submit the documents to the Lewis County Board of County Commissioners.

**Attachments:**

Lewis County Code Chapter 2.25 markup dated 02.23.2021

Lewis County Code Chapter 16.05 markup dated 02.23.2021

Lewis County Code Chapter 17.05 markup dated 02.23.2021

Submitted by  Date 2/24/2021  
Lorie Spogen, Chair  
Lewis County Planning Commission