





# NORTHEAST TRI COUNTY HEALTH DISTRICT LAND DEVELOPMENT REVIEW APPLICATION

Short Plat     Long Plat     Binding Site Plan

### APPLICANT INFORMATION

Name \_\_\_\_\_

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

City/State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone Number \_\_\_\_\_ Cell Phone \_\_\_\_\_

I certify that the information submitted on this application is correct and I understand that additional reviews by other agencies or departments will be required for subdivision of this property. I further certify that I grant permission to allow the Health Officer and/or his representative(s) to enter said property for the purposes of application evaluation and any subsequent inspections.

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

### PROPERTY INFORMATION

Property Owner Name \_\_\_\_\_

Legal Description: A copy of the most recent tax statement, a printout from the county assessor office, or a recorded document that verifies ownership of the parcel must be provided with this application.

Rural description or Subdivision Name, Lot & Block Number  
\_\_\_\_\_

Section \_\_\_\_\_, Township \_\_\_\_\_, Range \_\_\_\_\_ Parcel Number \_\_\_\_\_

### DIRECTIONS TO SITE

Provide an accurate map or directions to the site. Mileage from a significant road intersection, landmark or flagging the entrance to the plat is very useful to locate undeveloped property.

\*\*\* FOR OFFICE USE ONLY \*\*\*

Date Received \_\_\_\_\_ Fee \_\_\_\_\_ Receipt # \_\_\_\_\_

## GENERAL INFORMATION

The following information applicable to the land development project must be provided before a site review can be scheduled. Please be sure all information is accurate and complete.

1. **SITE MAP:** An accurate site map will be required. See the site map minimum information instructions on the attached sheet for the minimum information needed to review the proposed land development.
2. **NUMBER OF LOTS:** # of lots to be created \_\_\_\_\_ (show acreage of each lot on site map)
3. **LOT USE:** Indicate the proposed use for each of the lots. If there will be a combination of uses, show which lots will be used for each classification on the site map.
  - Single Family Residential
  - Multi-Family Residential
  - Commercial
  - Other \_\_\_\_\_
4. **WATER SUPPLY:** Indicate the type of water supply proposed for each lot. If well(s) are existing on any of the proposed lots, show the location on the site map. If a community water supply is proposed, provide the water system name and/or ID number.
  - Individual Well
  - Shared Well (2 connection water system)
  - Group B Community Water Supply (ID # or name \_\_\_\_\_)
  - Group A Community Water Supply (ID # or name \_\_\_\_\_)
5. **SEWAGE:** Indicate what type of sewage system is proposed for this development. If existing on-site sewage systems are located within the proposed project, list the permit number and date of installation on the site map.
  - Individual on-site sewage system
  - Connection to an existing public or community sewage system.  
(Name & ID # \_\_\_\_\_)
  - Develop a new community sewage system to serve all proposed lots
6. **OTHER:** Please provide the following information if available.  
Project Name or Number: \_\_\_\_\_  
Surveyor Name: \_\_\_\_\_



## NORTHEAST TRI COUNTY HEALTH DISTRICT LAND DEVELOPMENT APPLICATION

The Northeast Tri County Health District reviews parcels of land proposed for subdivision and other land development within Stevens, Ferry and Pend Oreille Counties to determine the suitability of the development to support on-site sewage disposal systems. Not all parcels can be subdivided and some parcels may have restrictions regarding subdivision and development. You should contact the County or City Planning Office for specific platting requirements that apply to your property prior to submitting this application.

The Northeast Tri County Health District will review proposed land development projects to determine suitability of the proposed land use to support on-site sewage disposal systems. Recommendations from the review will be sent to the applicant and to the Planning Department. Additional reviews or permits from other jurisdictions or agencies may be needed for land development. It is the responsibility of the applicant to acquire these reviews or permits and comply with all applicable rules, regulations and/or ordinances. Final project approval is the jurisdiction of the County or City Planning Department.

The following must be provided to the Environmental Health Division of the Northeast Tri County Health District prior to scheduling a site review of the proposed land development:

- 1. Application** - Submit a complete application to the Health District. Failure to submit all information required may delay review of the project. Northeast Tri County Health District Land Development Applications can be obtained from any of the Environmental Health offices or can be downloaded from the Health District website: [netchd.org](http://netchd.org).
- 2. Fees**

Short Plat (1 – 4 Lots)	\$450.00
Long Plat	\$8.00 per Lot - \$800.00 minimum
Binding Site Plan <1800 gpd	\$500.00
Binding Site Plan > 1800 gpd	\$8.00 per 450 gpd - \$800.00 minimum
Land Development Review (office review only)	\$150.00 (determination made at time application submitted)
- 3. Site Map**

A site map showing the proposed land development is required. For a complete list of items to be included on the site map, refer to Site Map Minimum Information section on page 2.
- 4. Test Holes (if required)**

Test holes must be dug in accordance with the Northeast Tri County Health District's Guide to Test Holes. A minimum of two test holes must be dug on each of the proposed lots unless approval from the Health District is obtained prior to the site inspection.
- 5. Lot Lines**

The perimeter of the property to be platted, proposed lot lines and all lot corners must be marked or flagged.

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For more information please contact the Northeast Tri County Health District, Environmental Health Division:

Stevens County:	260 S. Oak, Colville, WA 99114	509-684-2262 or 1-800-776-6207
Pend Oreille County:	605 Hwy 20, Newport, WA 99156	509-447-3131 or 1-800-873-6162
Ferry County:	P.O. Box 584, Republic, WA 99166	509-775-3111 or 1-800-876-3319

## **SITE MAP INFORMATION**

The site map and information provided with the site map are a very important part of the land development review. All items on the site map must be measured and accurate.

If you feel there is information other than that listed below, that would be helpful to our review of the proposed project, please include it on the site map.

### **PLAT SITE MAP MINIMUM INFORMATION**

- Perimeter dimensions of total parcel to be subdivided or developed
- Proposed lot lines and dimensions
- Acreage of each lot
- Existing residential and non-residential structures
- Existing and/or proposed driveway(s)
- Existing on-site sewage systems(s) (septic tank & drainfield location(s), sewage permit number and date sewage system(s) installed)
- Easements for existing or proposed roads, power, water or telephone lines
- Well and water line locations
- Surface water (lakes, streams, rivers, ponds, seasonal creek)
- Test hole locations
- Topography (drainages, rock outcroppings, slopes, etc.)
- Fence lines

### **BINDING SITE PLAN MIMINUM INFORMATION**

- Total acreage
- Perimeter dimensions of total parcel
- Existing structures including the current and proposed use
- Proposed structures including the proposed use
- Proposed lot lines & dimensions (if applicable)
- Existing and proposed easements for wells, water lines, roads, driveway, access, power, and telephone lines.
- Existing on-site sewage systems(s) (septic tank & drainfield location(s), sewage permit number(s) and date sewage system(s) installed)
- Test hole locations
- Topography (drainages, rock outcroppings, slopes, etc.)
- Surface water (lakes, streams, rivers, ponds, seasonal creek)
- Well(s) and water line locations

# **NORTHEAST TRI COUNTY HEALTH DISTRICT**

## **GUIDE TO TEST HOLES FOR ON-SITE SEWAGE DISPOSAL SYSTEMS**

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On-site sewage disposal systems must treat the waste water and then dispose of the treated water in a way that does not present a hazard to your health or pollute the environment. Improperly treated sewage can contaminate local wells, lakes and streams, or even damage an aquifer. There is a wide variety of terrain and soil types in the three county area, each with their own unique characteristics. In order to determine the best type of sewage treatment and disposal system for your individual property, the soil must be evaluated to a depth of at least six feet.

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### **1. TEST HOLE SITING**

Test holes should be dug in the area where you want to construct your drainfield. This location should be away from rock outcroppings, proposed vehicular traffic such as driveways and parking areas, livestock areas, foundation, damp or poorly drained soil, excessive slopes, and at least 100 feet away from a well or surface water. You should also avoid areas you expect to irrigate such as a garden or orchard. Test holes should not be dug in filled areas.

### **2. NUMBER OF TEST HOLES REQUIRED**

The number of test holes dug depends upon the site conditions. At least two test holes in the proposed drainfield area, approximately 100 feet apart, will be required. On sloping sites, the test holes should be dug at the same elevation and a third test hole is recommended. Sites with complex terrain or soils may require more test holes.

When a test hole is dug in extremely gravelly soil, clay, you find water in the hole, wet soil, or you encounter bedrock, it is best to dig additional test holes to try to find more suitable soil. These test holes must be left open until the site review is completed by the Health District staff.

### **3. WHAT TO LOOK FOR WHEN DIGGING TEST HOLES**

Desirable soils are those that provide both drainage and treatment of sewage effluent. Undesirable soils are those that are too porous to provide treatment (sands & gravel) and those that are too tight to allow drainage (silts & clays). Other undesirable characteristics would include shallow groundwater and bedrock. Even though soil conditions may not be desirable sewage disposal systems can be installed, but the systems may require enhanced treatment and be more expensive.

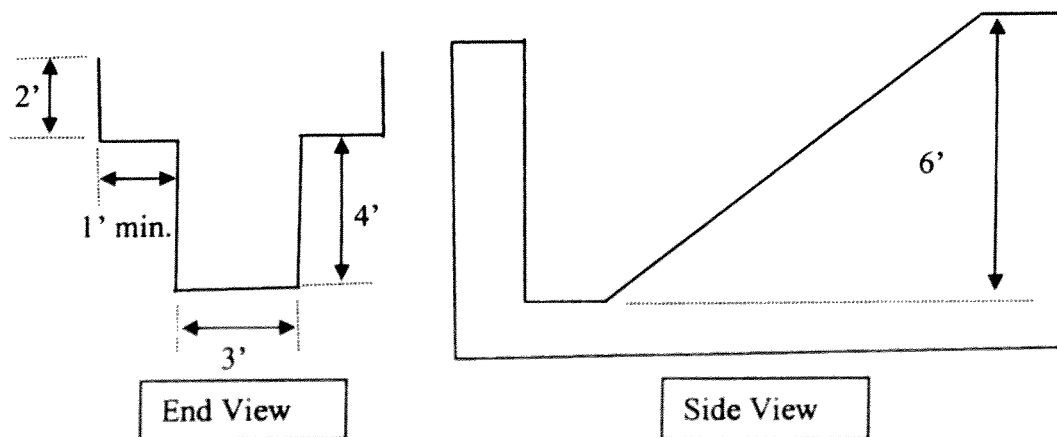
#### 4. CONSTRUCTION OF TEST HOLES

Test holes must be constructed in such a manner that they are safe to enter and deep enough to evaluate the soil to a depth of six feet. The initial excavation should be seven feet wide and two feet deep. An additional excavation should be dug in the center that is three feet wide and four feet deep. There should be an earthen ramp from the surface to the bottom of the hole that has a slope of thirty three degrees or less for safe egress and exit. All spoils should be placed at least two feet from the edge of the test hole. For safety, the six foot face of the hole should be dug with a slight angle. Health District staff are prohibited from entering test holes not constructed to these specifications or that they consider unsafe.

It is the property owner's responsibility to maintain the test holes in a safe manner to prevent physical injury. A warning barrier must be placed around each test hole. Contact the Environmental Health office in your county to schedule an inspection when the test holes have been dug.

Stevens County (509) 684-2262 or 1-800-776-6207  
Ferry County (509) 775-3111 or 1-800-876-3319  
Pend Oreille County (509) 447-3131 or 1-800-873-6162

#### Soil Log Illustration



**FERRY COUNTY ORDINANCE 89-04**

**BINDING SITE PLAN**

**OCTOBER 9, 1989**

Ferry County Ordinance #89-04  
BINDING SITE PLAN ORDINANCE

AN ORDINANCE providing for an alternate method of subdividing property for the purpose of allowing tracts of land having more than one residence for rent or lease.

SECTION 1.0 PURPOSE

The purpose of this Ordinance is to accommodate the division of land for the purpose of renting or leasing, lots, sites, tracts or parcels without having to use the procedure for a residential subdivision or short subdivision.

SECTION 2.0 AUTHORITY

The Washington State Legislature authorized this alternate method of subdividing property in RCW 58.17.035

SECTION 3.0 SCOPE

- 3.1 Any lot, tract, or parcel of record, upon which more than one residential structure will be placed, and is being divided for the purpose of rent or lease, shall conform to the procedures and requirements of this ordinance, in lieu of Ordinance #72-1, and #73-1.
- 3.2 Any division of land under this ordinance does not preclude the sale or transfer of the lot, tract, or parcel of record.
- 3.3 Any parcel of land 20 acres or greater, that can be described by section division, with one or less residential structure, shall be exempt from this ordinance.

SECTION 4.0 DEFINITIONS

ADMINISTRATOR shall mean the Platting Administrator.

DEPENDENT VEHICLE shall mean a vehicle which is dependent upon a service building for toilet and lavatory facilities.

MANUFACTURED OR MOBILE HOME means any structure transportable in one (1) or more sections upon the public streets and highways, on any type of running gear, which exceeds 30 feet in length without the tongue, and eight (8)

feet or more in width, which when erected on site is designed to be connected to required utilities.

**MOBILE HOME PARK** means a parcel of land under single ownership which has been planned and improved for the placement of two (2) or more mobile homes for non-transient use.

**NON-CONFORMING USE** means a use, an activity, structure, or condition in existence at the time of adoption of this ordinance that would not now be permitted.

**PERSON** means any individual, firm, trust, partnership, public or private association, agency or corporation.

**RECREATIONAL OR OPEN SPACE AREA** means an area that is provided by a park owner, with size dependent upon the number of spaces available, for use by the park residents.

**RECREATIONAL VEHICLE** shall mean any of the following:

- (1) **TRAVEL TRAILER** is a vehicular portable structure built on chassis, designed to be used as a temporary dwelling for travel, recreational and vacation uses. It shall have a body width not exceeding eight feet and a body length not over 30 feet.
- (2) **PICK-UP CAMPER** is a structure designed to be mounted on a truck chassis for use as a temporary dwelling for travel, recreation and vacation.
- (3) **MOTOR HOME** is a portable temporary dwelling to be used for travel, recreation and vacation, constructed as an integral part of a self-propelled vehicle.
- (4) **TENT TRAILER** is a canvas folding structure, mounted on wheels and designed for travel, recreation and vacation.

**RECREATIONAL VEHICLE PARK** shall mean a parcel of land in which three (3) or more spaces are occupied or intended for occupancy by recreational vehicles for transient purposes.

**RESIDENCE** means a building, containing two or more apartments, or two or more buildings each containing one or more apartments, and comprising a part of the property.

**SELF-CONTAINED VEHICLE** shall mean a vehicle which can operate independent of connections to sewer, water and electrical systems. It contains a water-flushed toilet, lavatory, shower and kitchen sink, all of which are connected to water storage and sewage holding tanks located within the vehicle.

## SECTION 5.0 APPLICATION REQUIREMENTS

5.1 Application for a Binding Site Plan shall be made to the

Ferry County Planning Department on forms provided by that office. Said application shall be accompanied by five (5) copies of the site plan drawing or drawings and one reproducible drawing on stable base mylar polyester film or equivalent material. The site plan shall conform to the following requirements:

- (a) Shall be a neat and accurate drawing at a scale of not less than one (1) inch for each two hundred (200) feet on a sheet or sheets measuring eighteen (18) inches by twenty-four (24) inches
- (b) The perimeter boundary of the property contained within the Binding Site Plan shall be surveyed by a registered land surveyor.
- (c) Any parcel of land 20 acres or greater, that can be described by section division or as an intact Government Lot, shall be exempt from the survey requirement.
- (d) Shall show the location of all existing structures and all existing or proposed lots, streets, roads, and improved open spaces
- (e) Shall show all existing and proposed easements
- (f) Shall show all existing and proposed sewer or on-site sewage systems, water lines, and wells
- (g) Shall show existing and proposed storm water drainage systems
- (h) Shall bear all inscriptions setting forth such appropriate limitations and conditions for the use of the land
- (i) Shall show persons holding interest in the land with consent to the plan
- (j) Shall show state and county road approach approval if applicable

- (k) Shall bear on-site septic systems approval from appropriate agency with jurisdiction
- (l) Shall show approval of public water supply system (Department of Health)
- (m) Shall bear assessor statement of OPEN SPACE status
- (n) Shall show provisions for fire protection
- (o) Shall show proof of easement
- (p) Shall obtain a title report
- (q) Shall show total acreage statement
- (r) Shall bear a historic site statement
- (s) Shall bear names of all adjacent owners

5.2 The application shall be accompanied by an application fee of seventy-five dollars (\$75.00), plus five dollars (\$5.00) per residential site over four sites.

## SECTION 6.0 REQUIRED IMPROVEMENTS

Prior to approval of any Binding Site Plan, the Platting Administrator shall insure that the following improvements will be provided to sufficiently service the anticipated uses throughout the proposed plan:

- 6.1 No park shall be approved without the approval of a sewage disposal plan by the jurisdictional health authority.
- 6.2 No park shall be approved without the approval of a community water supply plan by the jurisdictional health authority.
- 6.3 Access to the park shall be on a county standard road with a minimum of 60 feet of right-of-way connected to an existing maintained public road.
- 6.4 Interior park roads shall meet the following requirements:
  - (1) All streets shall be provided with a smooth gravel surface which shall be durable and well drained.
  - (2) Grades of all streets shall be sufficient to insure

adequate surface drainage, but shall not be more than eight percent.

(3) Within 100 feet of an intersection, streets shall intersect at approximately right angles.

Intersections of more than two (2) streets at one point should be avoided.

- 6.5 Plan shall provide for adequate fire protection or hydrants.
- 6.6 Appropriate access to all anticipated uses within the plan.
- 6.7 Provision for all appropriate deeds, dedications, and/or easements.

## SECTION 7.0 MOBILE HOME PARK DEVELOPMENT STANDARDS

In addition to the required improvements found in SECTION 6.0 Mobile Home Parks must conform to the following standards:

- 7.1 Manufactured or mobile homes and attached structures shall be separated by at least 20 feet from any other structure or attached structure; provided that mobile homes placed end-to-end shall have a clearance of 15 feet where opposing rear walls are staggered.
- 7.2 At least three (3) off street parking spaces shall be provided for each mobile home space.
- 7.3 Manufactured or mobile homes shall be set back from exterior property lines by at least 10 feet, except that a 25 foot setback from public rights-of-way shall be maintained.

## SECTION 8.0 RECREATIONAL VEHICLE PARK DEVELOPMENT STANDARDS

In addition to the required improvements found in SECTION 6.0 Recreational Vehicle Parks must conform to the following standards.

- 8.1 Recreational vehicles shall be separated from each other and from other structures by at least 10 feet.
- 8.2 Recreational vehicles shall be setback from exterior property lines by at least ten (10) feet, except that a 25 foot setback from public rights-of-way shall be maintained.
- 8.3 A central service building containing the necessary plumbing fixtures shall be provided in recreational

vehicle parking areas which provide parking spaces for dependent vehicles. Service buildings shall be conveniently located within a radius of approximately 300 feet to the spaces served.

- 8.4 Where a recreational vehicle parking area is designed for and exclusively limited to use by self-contained vehicles, only the following minimum emergency sanitary facilities shall be required: one (1) approved toilet and one (1) lavatory for each sex.

## SECTION 9.0 RECREATIONAL AND OPEN SPACE STANDARDS

- 9.1 In all recreational vehicle parks and mobile home parks designed for two (2) or more spaces, there shall be one (1) or more recreational and/or open areas which shall be free of traffic hazards and as centrally located as possible.
- 9.2 Each park with five (5) to ten (10) sites shall provide at least 10,000 square feet of recreational area or open space; an additional 5,000 square feet of recreational area or open space shall be required for each additional ten (10) sites or fraction thereof.
- 9.3 Existing public recreational areas within 1320 feet of the perimeter of the proposed park may be considered as a recreational area, provided that safe and convenient pedestrian access is provided to and from the site; and the recreational area has capacity for additional use.

## SECTION 10.0 SOLID WASTE

- 10.1 The storage, collection and disposal of solid waste in mobile home parks and recreational vehicle parks shall not create a health hazard.
- 10.2 All solid waste shall be stored in closed containers.
- 10.3 All solid waste containers shall be emptied at least once weekly, and solid waste disposed of at a sanitary landfill or other approved facility.

## SECTION 11.0 REVIEW PROCEDURES

- 11.1 Upon receipt of a completed Binding Site Plan Application, and the required drawings and fee, the administrator shall send notice to adjacent land owners

and shall post notice of application at the site of proposed plan. The Administrator shall also send a copy of the application and a copy of the drawings to all agencies with jurisdiction over the proposal for their review and comments. Said land owners and agencies shall be given fifteen (15) days to submit their written comments.

- 11.2 The Administrator shall act on said application following the 15 day review period unless an extension thereto is agreed to, in writing, by the applicant.
- 11.3 After the expiration of the review period, the Administrator shall approve or disapprove the proposal no later than ten (10) days following the expiration of the review period.
- 11.4 The Administrator shall examine the proposed Binding Site Plan for compliance with the provisions of this Ordinance and other applicable laws and regulations, and shall determine whether the proposed plan serves and makes appropriate provisions for the public health, safety and general welfare.

## SECTION 12.0 CONDITIONS OF APPROVAL

- 12.1 No work shall commence before preliminary approval is granted by the Administrator.
- 12.2 Prior to the preliminary approval of the Binding Site Plan, it shall be revised to accurately reflect all required improvements and shall include all applicable inscriptions deemed necessary by the Administrator setting forth such appropriate limitations, and conditions for the use of the land.
- 12.3 Work at the site must be completed within two years of preliminary approval.
- 12.4 Upon completion of the work at the site, the Administrator shall determine if the terms of preliminary approval have been met, and that the Binding Site Plan bears the necessary signatures. The final Binding Site Plan must signed by the Platting Administrator before it is filed.

## SECTION 13.0 APPEALS

Any decision of the Administrator may be appealed, in writing, to

the Planning Commission by the applicant or any interested party within ten (10) calendar days of the date of the decision. The Planning Commission shall act on said appeal within thirty (30) calendar days of the date of said appeal unless an extension thereto is agreed to, in writing, by the applicant. Any decision of the Planning Commission may be appealed in writing to the Board of County Commissioners by the Applicant or Administrator within ten (10) calendar days of the decision of the Planning Commission. The Board shall act on said appeal within thirty (30) calendar days of the date of said appeal.

#### SECTION 14.0 FILING OF FINAL PLAN

When the final Binding Site plan is approved, the applicant shall transmit the final Plan to the Ferry County Auditor for recording. The applicant shall pay all costs associated with this recording.

#### SECTION 15.0 REVISION OF PLAN

Alteration of an approved and recorded Binding Site Plan shall be accomplished by application as set forth in SECTION 5.0 and shall be subject to to all procedures and requirements established in this Ordinance.

#### SECTION 16.0 NON-CONFORMING USES

- 16.1 A non-conforming use may not be altered or expanded in any manner. Any such alteration or expansion must bring the non-conforming use into conformity with this ordinance.
- 16.2 In the case of destruction by the elements where reconstruction cost exceeds 50% of the current fair market value, the structure shall not be rebuilt unless it conforms to all requirements of this ordinance.
- 16.3 A non-conforming use that is discontinued for any reason for more than one year, shall not be re-established, EXCEPT where the reason for such discontinuance is caused by climatic conditions, or other acts of God. The validity of such exceptions is to be judged by the Administrator.
- 16.4 Any non-conforming structure or use may be maintained with ordinary care.

SECTION 17.0 VIOLATIONS AND PENALTIES

Any use of land which requires Binding Site Plan review and approval as provided in this Ordinance, and for which such review and approval is not obtained, constitute a violation of this Ordinance and is subject to the enforcement and penalty provisions of the Ferry County Long Subdivision Ordinance #73-1, SECTION 53.00

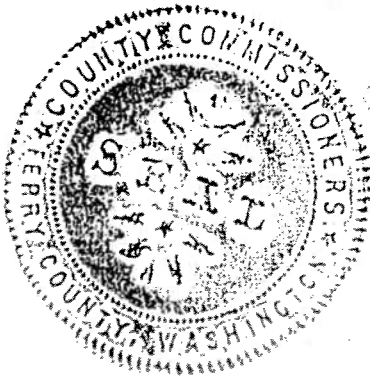
SECTION 18.0 SEVERABILITY

If any provision of this Ordinance or its application to any person or circumstance is held invalid, the remainder of this Ordinance or this application of the provision to other persons or circumstances shall not be affected.

SECTION 19.0 EFFECTIVE DATE

This Ordinance shall come into full force and effect on the 9 th day of October, 1989.

DATED this 9 th day of October, 1989.



FERRY COUNTY BOARD OF  
COMMISSIONERS

Mudj Bunn  
Chairman

Ed Anderson  
Member

Gayne Kohler  
Member

Attest:

Shilah Moore  
Clerk of the Board.