



City of Stevenson

Planning Department

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TO: Planning Commission
FROM: Ben Shumaker
DATE: December 14th, 2020
SUBJECT: Ongoing Review - Land Division Code

Introduction

This memo re-introduces the Planning Commission to the ongoing review of several sections of SMC Title 16 related to land divisions. In late 2019 and early 2020, several amendments to this title were presented for Planning Commission discussion. This memo recaps those amendments and outlines the full scope of amendments being developed by staff.

Scope

See Attachment 1 for a full list of all sections of SMC Title 16 as some select sections of SMC Title 17 – Zoning. The following will help interpret the text of this attachment:

- 1- Black text = No Amendment necessary at this time.
- 2- Red text = Sections to be repealed as part of the amendment.
- 3- Orange text = Sections to be amended.
- 4- Green text = Sections to be added as part of the amendment.
- 5- Bold text (of any color) = Sections previously reviewed by the Planning Commission for Public Release Draft

For those viewing the attachment on a screen, it is formatted at the 11x17 page size and may need to be magnified.

Intent

The amendments identified by have several broad intents:

- A- Ensure consistency between regulations,
- B- Improve implementation of regulations,
- C- Fill regulatory and/or procedural gaps.

These intents attempt to avoid several more in-depth—but potentially appropriate—policy issues that have been identified in the Comprehensive Plan or more recent discussions.

Public Involvement

At the November 2019 meeting, the Planning Commission chose to defer establishing public involvement expectations until a later date. Staff anticipates this will occur when all proposed changes are reviewed by the Planning Commission and approved as part of a single “Public Release Draft”. If the Planning Commission wishes to establish different public involvement expectations, it may do so at any time.

Next Steps

As time allows, staff will continue to provide draft amendatory sections for Planning Commission review. Unless new public involvement expectations are established in the meantime, when all sections identified in Attachment 1 are approved for the public release draft, the Planning Commission will be asked to

establish more specific public involvement expectations for staff to implement. No specific deadlines are associated with this effort.

Prepared by,

Ben Shumaker
Community Development Director

Attachments:

1 Annotated Code Section List

ARTICLE I Provisions Applicable to All Pro

SMC 16.01.005 – Purpose
 SMC 16.01.010 – Definitions
 SMC 16.01.015 – Administrative Provisions
 SMC 16.01.020 – Preliminary Responsibilities & Inquiries
 SMC 16.01.025 – Applications-Contents Generally
 SMC 16.01.030 – Fees
 SMC 16.01.035 – Determination of Completeness

ARTICLE I Short Plats

SMC 16.02.005 – Purpose
 SMC 16.02.010 – Definitions
 SMC 16.02.020 – Applicability of Chapter Provisions
 SMC 16.02.030 – Exemptions from Chapter Applicability
 SMC 16.02.040 – Resubdivision Restrictions
 SMC 16.02.050 – Application-Contents Generally
 SMC 16.02.060 – Application Form
 SMC 16.02.070 – Application-Map and Survey Requirements
 SMC 16.02.080 – Application-Title Report
 SMC 16.02.090 – Application-Fee
 SMC 16.02.100 – Application Procedure-Administrator’s Authority
 SMC 16.02.110 – Application Procedures-Receipt and Distribution of Copies
 SMC 16.02.120 – Application Procedures-Findings and Comments
 SMC 16.02.130 – Application Procedures-Summary Determination of Compliance
 SMC 16.02.140 – Application Procedures-Conditional Approval
 SMC 16.02.150 – Application Procedures-Final Approval and Recording
 SMC 16.02.160 – Application Procedures-Unapproved Short Plats Shall Not be Recorded
 SMC 16.02.165 –Disapproval—Resubmittal—Additional Fee.
 SMC 16.02.170 – Application Procedures-Appeal of Administrator’s Decision
 SMC 16.02.180 – Review Standards-Design Requirements
 SMC 16.02.190 – Review Standards-Lot Sizes, Dimensions and Proportions
 SMC 16.02.195 – Review Standards-Through Lots
 SMC 16.02.200 – Review Standards-Access
 SMC 16.02.210 – Review Standards-Public and Private Roads
 SMC 16.02.220 – Review Standards-Water Supply and Sanitary Sewer Systems
 SMC 16.02.230 – Review Standards-Utility and Drainage Easements
 SMC 16.02.240 – Review Standards-Sidewalks
 SMC 16.02.250 – Ancillary Proceedings-Variances
 SMC 16.02.260 – Ancillary Proceedings-Plat Alteration Involving a Public Dedication
 SMC 16.02.270 – Ancillary Proceedings-Plat Vacation
 SMC 16.02.280 - Enforcement

ARTICLE II Subdivisions

SMC 16.14.005 – Purpose
 SMC 16.14.010 – Administration
 SMC 16.14.015 – Interpretation of Provisions
 SMC 16.14.020 Compliance Required-Resubdivision of Short Subdivision Permitted When.
 SMC 16.14.030 – Exemptions
 SMC 16.16.010—230 – Definitions
 SMC 16.18.010 – Notification Form-Submittal
 SMC 16.18.020 – Preliminary Conference
 SMC 16.18.025 – Site Evaluation-Critical Areas
 SMC 16.18.030 – Preliminary Responsibilities and Inquiries
 SMC 16.18.040 – Preliminary Plat-Submittal, Acceptance and Distribution of Copies
 SMC 16.18.050 – Preliminary Plat-Fees
 SMC 16.18.060 – Preliminary Plat-Hearing-Held When
 SMC 16.18.070 – Preliminary Plat-Hearing-Notice
 SMC 16.18.080 – Preliminary Plat-Distribution of Copies
 SMC 16.20.010 – Scope and Continuance
 SMC 16.20.020 – Recommendation by Agencies
 SMC 16.20.030 – Facility Improvement Considerations
 SMC 16.20.040 – Hearing Records-Inspection by Public
 SMC 16.20.050 – Report to Board after Hearing
 SMC 16.20.060 – Disapproval-Resubmittal-Additional Fee
 SMC 16.22.010 – Preliminary Plat Hearing-Date
 SMC 16.22.020 – Preliminary Plat Hearing-Acceptance or Rejection of Recommendation
 SMC 16.22.030 – Rejected Preliminary Plat-Public Hearing
 SMC 16.22.040 – Preliminary Plat Procedures-Recording
 SMC 16.24.010 – Effect of Approval
 SMC 16.24.020 – Expiration of Approval-Forfeiture of Fees
 SMC 16.24.030 – Approval not to Authorize Further Divisions or Transfers
 SMC 16.26.010 – Filing of Final Plat-Time Limit
 SMC 16.26.020 – Administrator Review and Acceptance Criteria
 SMC 16.26.030 – Performance Bone-In lieu of Completion of Improvements
 SMC 16.26.040 – Copy Distribution Prior to Approval
 SMC 16.26.050 – Submittal to Board
 SMC 16.26.060 – Approval or Disapproval-Considerations
 SMC 16.26.070 – Recording Time Limit
 SMC 16.26.080 – Recording Fee
 SMC 16.26.090 – Final Plat Approval-Extensions
 SMC 16.28.010 – Indication on Plats
 SMC 16.28.020 – Required Dedication Provisions
 SMC 16.28.030 – Protective Improvements-Dedication Required
 SMC 16.28.040 – Private Roads-Landowner Responsibility
 SMC 16.28.050 – Lot Access Required
 SMC 16.28.060 – Public Water Access Requirements
 SMC 16.28.070 – Conveyance to Corporation Requirements
 SMC 16.28.080 – Acquisition by Public Agency Requirements
 SMC 16.28.090 – Reserved Land Development
 SMC 16.30.010 – General Standards
 SMC 16.30.020 – Protective Improvements Required When-Denotation on Final Plat Required
 SMC 16.30.030 – Lot Size and Dimensions
 SMC 16.30.040 – Blocks
 SMC 16.30.050 – Reverse Frontage Lots
 SMC 16.30.060 – Lot Access
 SMC 16.30.070 – Utility Easement
 SMC 16.30.080 – Underground Utility Installations
 SMC 16.30.090 – Drainage and Storm Sewer Easements
 SMC 16.30.100 – Water Supply and Sanitary Sewer Systems
 SMC 16.30.120 – Roads
 SMC 16.30.140 – Street Right-of-Way Widths
 SMC 16.32.010 – Test Standards
 SMC 16.32.020 – Tests Required When
 SMC 16.32.030 – Submittal of Test Data
 SMC 16.34.010 – Required-Standards-Certification
 SMC 16.34.020 – Data Required
 SMC 16.34.030 – Section Reference Points Required
 SMC 16.34.040 – Monument Reference under State Plane Coordinate System
 SMC 16.34.050 – Permanent Control Monuments-Required Locations-Standards
 SMC 16.34.060 – Permanent Control Monuments in Roads
 SMC 16.34.070 – Lot Corner Demarcation
 SMC 16.34.080 – Property Contiguous to Water-Demarcation
 SMC 16.36.010 – Preliminary Plat Standards and Specifications
 SMC 16.36.020 – Final Plat-Standards Generally
 SMC 16.36.030 – Final Plat-Map-Required-Contents
 SMC 16.36.040 – Final Plat-Section Reference Map-Required-Contents
 SMC 16.36.050 – Final Plat-Required Written Data and Documents
 SMC 16.37.010 – Purpose of Provisions and Conditions for Adjustment
 SMC 16.37.020 – Definitions
 SMC 16.37.030 – Approval Required
 SMC 16.37.040 – Application Requirements
 SMC 16.37.050 – Administrative Review
 SMC 16.37.060 – Recording
 SMC 16.37.070 – Violations-Penalties
 SMC 16.38.010 – Variances-General Criteria
 SMC 16.38.020 – Variances to More Restrictive Standards
 SMC 16.40.010 – Plat Acceptance Refusal-Appeal Procedure
 SMC 16.40.020 – Plat Final Decision-Appeal Procedure-Time Limit
 SMC 16.40.030 – Writ of Review-Application-Transcription Costs
 SMC 16.42.010 – Development Permit Issuance-Planning Commission Approval Required-Approval Criteria
 SMC 16.42.020 – Development Permit Issuance-Council Approval Required-Approval Criteria
 SMC 16.44.010 – Violation Deemed Misdemeanor
 SMC 16.44.020 – Illegal Transfer Designated
 SMC 16.44.030 – Violations-Penalty
 SMC 16.44.010 – Purchaser Damage Recovery

New Article V Subsequent Approvals

SMC 16.70 – Subsequent Approvals, Generally
 SMC 16.70.010 – Authority
 SMC 16.71 – Boundary Line Adjustment
 SMC 16.71.010 – Approval Required.
 SMC 16.71.020 – Exemptions
 SMC 16.71.030 – Application
 SMC 16.71.040 – Review Procedures
 SMC 16.71.050 – Review Criteria
 SMC 16.71.060 – Effect of Approved Boundary Line Adjustment
 SMC 16.73 – Lot Line Elimination
 SMC 16.73.010 – Approval Required.
 SMC 16.73.020 – Exemptions
 SMC 16.73.030 – Application
 SMC 16.73.040 – Review Procedures
 SMC 16.73.050 – Review Criteria
 SMC 16.73.060 – Effect of Approved Lot Line Elimination
 SMC 16.75 – Plat Alteration
 SMC 16.75.010 – Approval Required.
 SMC 16.75.020 – Exemptions
 SMC 16.75.030 – Application
 SMC 16.75.040 – Review Procedures
 SMC 16.75.050 – Review Criteria
 SMC 16.75.060 – Effect of Approved Plat Alteration
 SMC 16.77 – Plat Vacation
 SMC 16.77.010 – Approval Required.
 SMC 16.77.020 – Exemptions
 SMC 16.77.030 – Application
 SMC 16.77.040 – Review Procedures
 SMC 16.77.050 – Review Criteria
 SMC 16.77.060 – Effect of Approved Plat Vacation
 SMC 16.79 – Tax Parcel Segregation
 SMC 16.79.010 – Approval Required.
 SMC 16.79.020 – Deed Notice, Exemption, and Release
 SMC 16.79.030 – Enforcement, Remedy.

ZONING CODE TITLE 17

SMC 17.10.420 – Lot
 SMC 17.10.422 – Lot, Corner

SMC 17.10.423 – Lot, Interior
 SMC 17.10.425 – Lot, Through
 SMC 17.10.430 – Lot Area
 SMC 17.10.450 – Lot Depth
 SMC 17.10.460 – Lot Width
 SMC 17.10.570 – Lot Area, Net
 SMC 17.10.780 –Street
 SMC 17.38.015 – Combination of Lots Authorized