

Chapter 18.80

NOTICE

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18.80.010 Introduction.

Refer to Table 18.80.020 Public Notice Matrix for specific cross-references between methods of notice, notice types and permit categories. The following text is provided to supplement the provisions outlined in the Public Notice Matrix. (Ord. 96-19S § 1 (part), 1996)

18.80.020 Public Notice Matrix.

	Notice of Application	Notice of Threshold Determination	Notice of Public Hearing	Notice of Final Decision
Categories:	Day 0-14	Day 30-79	Day 30-90	Day 30-120
Building Permits, Administrative Design Review, Site Development Permits, Boundary Line Adjustments, Lot Combinations, Forest Practice Request for Single-Family Dwelling Exceptions (no SEPA, no public hearing)	<ul style="list-style-type: none"> • Exempt 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • Mail to Applicant
Building Permits, Site Development Permits (SEPA, no public hearing)	<ul style="list-style-type: none"> • Departmental Posting • Send SEPA Checklist to Reviewing Agencies 	<ul style="list-style-type: none"> • Publish in Newspaper • Mail to Applicant • Mail to Reviewing Agencies 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • Mail to Applicant and Parties of Record
Administrative Permits: Admin. Nonconforming Use Permits, Admin. Use Permits, Minor Amendments, Class IV-General Forest Practice Permits, Plat Alterations (1) (SEPA, no public hearing)	<ul style="list-style-type: none"> • Departmental Posting • Send SEPA Checklist to Reviewing Agencies • Mail to Adjacent Property Owners • Post Property 	<ul style="list-style-type: none"> • Publish in Newspaper • Mail to Applicant • Mail to Reviewing Agencies 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • Mail to Applicant and Parties of Record
Site Plan Review (no SEPA, public meeting required)	<ul style="list-style-type: none"> • Departmental Posting • Mail to Adjacent Property Owners 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • Post Property • Publish in Newspaper • Mail to Applicant 	<ul style="list-style-type: none"> • Mail to Applicant and Parties of Record

	Notice of Application	Notice of Threshold Determination	Notice of Public Hearing	Notice of Final Decision
Categories:	Day 0-14	Day 30-79	Day 30-90	Day 30-120
Administrative Permits: Admin. Nonconforming Use Permits, Admin. Use Permits, Minor Amendments, Plat Alterations (1), Binding Site Plans (no SEPA, no public hearing)	<ul style="list-style-type: none"> • Departmental Posting • Send Application to Reviewing Agencies • Mail to Adjacent Property Owners • Post Property 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • Mail to Applicant and Parties of Record
Conditional Use Permits, PDDs, PUDs, Nonconforming Use Permits, Public Facility Permits, Shoreline Substantial Dev. Permits, Shoreline Nonconforming Use Permits, Shoreline Conditional Use Permits, Rezones, Plat Alterations (1) (SEPA, public hearing required)	<ul style="list-style-type: none"> • Departmental Posting • Send SEPA Checklist to Reviewing Agencies • Mail to Adjacent Property Owners • Post Property 	<ul style="list-style-type: none"> • Publish in Newspaper • Mail to Applicant • Mail to Reviewing Agencies 	<ul style="list-style-type: none"> • Mail to Adjacent Property Owners • Publish in Newspaper • Mail to Applicant 	<ul style="list-style-type: none"> • Mail to Applicant and Parties of Record
Zoning Variances, Shoreline Variances, Wetland Variances, Fish and Wildlife Habitat Stream Buffer Variances, Reasonable Use Exceptions, Forest Practice Request for Removal of Development Moratorium, Plat Alterations (1) (no SEPA, public hearing required)	<ul style="list-style-type: none"> • Departmental Posting • Send Application to Reviewing Agencies • Mail to Adjacent Property Owners 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • Post Property • Publish in Newspaper • Mail to Applicant 	<ul style="list-style-type: none"> • Mail to Applicant and Parties of Record
Short Plats, Forest Practice Conversion Option Harvest Plans (no SEPA, no public hearing)	<ul style="list-style-type: none"> • Departmental Posting • Post Property • Mail to Adjacent Property Owners 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • Mail to Applicant and Parties of Record
Short Plats (SEPA, no public hearing)	<ul style="list-style-type: none"> • Departmental Posting • Send SEPA Checklist to Reviewing Agencies • Post Property • Mail to Adjacent Property Owners 	<ul style="list-style-type: none"> • Publish in Newspaper • Mail to Applicant • Mail to Reviewing Agencies 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • Mail to Applicant and Parties of Record
Preliminary Plats (2) (SEPA, public hearing required)	<ul style="list-style-type: none"> • Departmental Posting • Send SEPA Checklist to Reviewing Agencies • Post Property • Mail to Adjacent Property Owners 	<ul style="list-style-type: none"> • Publish in Newspaper • Mail to Applicant • Mail to Reviewing Agencies 	<ul style="list-style-type: none"> • Mail to Adjacent Property Owners • Publish in Newspaper • Mail to Applicant 	<ul style="list-style-type: none"> • Mail to Applicant and Parties of Record

	Notice of Application	Notice of Threshold Determination	Notice of Public Hearing	Notice of Final Decision
Categories:	Day 0-14	Day 30-79	Day 30-90	Day 30-120
General Wetland Approval, One-Family Dwelling Wetland Approval, Agricultural Wetland Approval (no SEPA, no public hearing required)	<ul style="list-style-type: none"> • Post Property 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • Mail to Applicant and Parties of Record

Notes:

- (1) Notice of the filing of a plat alteration shall be given to the State, municipalities, public utilities, and adjacent property owners in the following cases and manner:
 - a. When a proposed plat alteration is located within one mile of any city or town, within a city's or town's Urban Growth Area or Urban Service Area, or which contemplates the use of any public utilities, notice shall be given to the city's or town's legislative body and to the public utilities governing body.
 - b. When a proposed plat alteration is located adjacent to the right-of-way of a State highway or within two miles of the boundary of a state or municipal airport, notice shall be given to the Secretary of Transportation.
 - c. Notice shall be given to all the owners of property within the subdivision.
 - d. The notice shall include a date for a public hearing or provide that a hearing may be requested by a person receiving notice within the notice of application comment period, as set forth in Section 18.80.030 A.
- (2) Notice of the filing of a preliminary plat shall be given to the State, municipalities, public utilities, and school districts in the following cases and manner:
 - a. When a proposed subdivision which is to be located within one mile of any city or town, within a city's or town's urban growth area (UGA) or urban service area (USA), or which contemplates the use of any public utilities, notice shall be given to the city's or town's legislative body and to the public utilities governing body.
 - b. When a proposed subdivision which is to be located adjacent to the right-of-way of a State highway or within two miles of the boundary of a State or municipal airport, notice shall be given to the Washington State Secretary of Transportation.
 - c. Notice shall be given to the school district within which the subdivision is proposed.
 - d. When the proposed subdivision lies within a designated flood control zone pursuant to Chapter 86.16 RCW, notification shall be given to the Washington State Department of Ecology, or its successor.

(Ord. 2002-113s § 1 (part), 2002; Ord. 99-68 § 2, 1999; Ord. 98-87 § 1 (part), 1998; Ord. 97-84 § 1 (part), 1997)