

Exempt Segregation

Application Packet

Contents

- Application – Exempt Segregation
- Regulations
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Submit the Following

- Fee
- Application packet including:
 - Property owner & lot information page
 - Site Plan
 - Legal Descriptions
 - Statement of Consent and Waiver of Claims – Notarized
 - Land Use Permit Application for projects located within the boundary of the Colville Indian Reservation (not attached)

Questions

Okanogan County Office of Planning and Development
123 5th Ave. North, Suite 130
Okanogan, WA 98840

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EXEMPT SEGREGATION REGULATIONS

Exempt Segregations are used to create lots each of which are 20 acres or larger. Lots which are slightly less than 20 acres (1/32 of a section) are allowed in some circumstances. Exempt Segregations are authorized by RCW 58.17.040(2) and OCC 16.04.070 B and may be approved if the following criteria are met:

OCC 16.04.070 B:

Exempt segregations of four or fewer parcels; provided, that the parent parcel was not created by a prior exempt segregation within the previous five-year period. (The large lot segregation process (OCC 16.10.020 and 16.10.030, exclusive of OCC 16.10.010), short plats, or subdivisions may be used to further segregate parcels at any time.) Divisions of land in accordance with the applicable zoning density or lot size requirements for the area into four or fewer lots or tracts not containing a dedication and none of which is less than 20 acres in area or one thirty-second of a section if the land is capable of description as a fraction of a section of land provided:

1. That for the purpose of computing the size of any lot under this item which borders on a private street or county road, the lot size shall be expanded to include that area which would be bounded by the center line of the road or street and the side lot lines of the lot running perpendicular to such center line (state highways are not included),
2. That an exempt segregation application form be filled out and submitted to the office of planning and development;
3. Exempt segregations which are physically or functionally related, together creating five or more parcels, must comply with the provisions of Chapter 16.10 OCC, Large Lot Segregations.

APPLICATION REVIEW PROCESS

Submit complete applications to the Office of Planning and Development. Incomplete applications will be returned. Approval is not guaranteed; fees are not refunded for denied applications. The review process generally takes 3 weeks. Allow additional time when corrections are required and during busy periods.

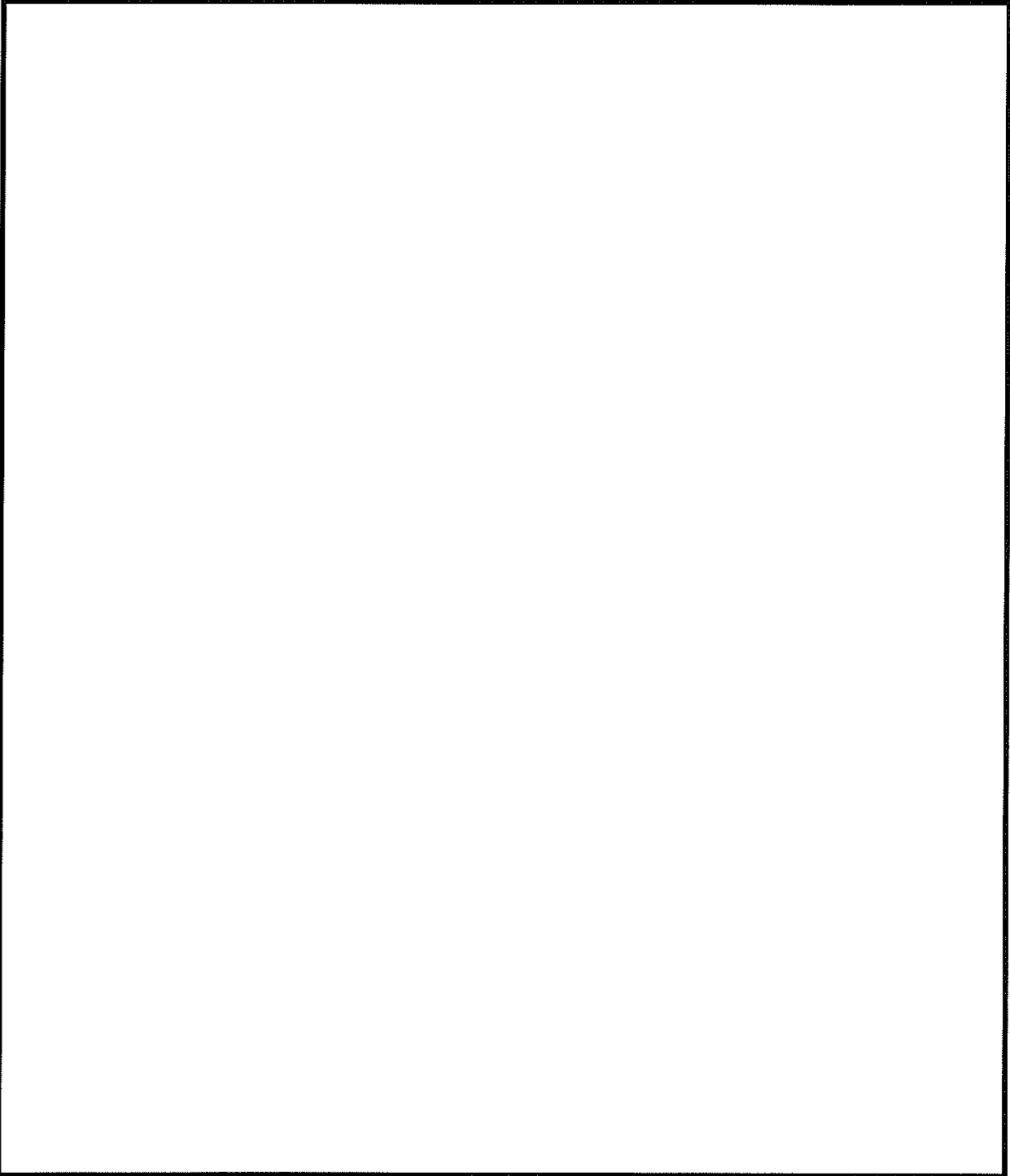
The application review process includes the following steps:

1. Submit a complete application packet and application fee. A complete application is reviewed for compliance with applicable land use regulations including but not limited to Zoning, Shorelines, Critical Areas, Open Space Taxation, Subdivisions, etc.
2. The Colville Confederated Tribe reviews projects located within the Colville Indian Reservation. The application is forwarded to CCT Planning Department for review. In this instance, applicants should contact CCT Planning Department prior to submitting the application.
3. Legal descriptions are reviewed for accuracy by the Okanogan County Assessor's Office. Legal descriptions must be clearly written (typed preferred) as they would appear on conveyance documents. Keep in mind that these descriptions will become the new and permanent legal descriptions of record and will be used for all future conveyances, title searches, etc.
4. Site plans must clearly represent the land division, be drawn to scale. Show structures located near property lines and identify taxable improvements (important for property tax allocation). A record of survey or site plan prepared by a licensed professional surveyor is preferred and recommended, although it is not required. A survey often results in a more accurate representation of the proposal and results in fewer property line disputes.
5. Statement of Consent and Waiver of Claims must be signed by each by each landowner. Signatures must be notarized. Landowner/Agent consent forms will not be accepted which authorize an agent to sign in lieu of the landowner. Appropriate powers of attorney may be accepted.
6. Property taxes must be paid in full through the current tax year including previous years, irrigation assessments and diking assessments.
7. The Planning Department will contact the applicant when the application is approved. Once approved, the applicant is responsible for recording the application with the Okanogan County Auditor. A recording fee will be required by the Okanogan County Auditor's Office.

EXEMPT SEGREGATION APPLICATION

OKANOGAN COUNTY CODE 16.04.070B

Property Owner(s)	Lot Information
Name: _____ Mailing Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ Additional property owners identified below (if any): Name: _____ Name: _____ Name: _____ Name: _____ *Print names on lines above. Signatures appear on the attached "Statement of Consent and Waiver of Claims". Date Received: _____ Fee: _____ Receipt: _____	Current Tax Parcel Number(s): *More than one parcel may require a Parcel Consolidation Form _____ _____ Proposed Lots and Acreages: Lot 1: _____ acres Lot 3: _____ acres Lot 2: _____ acres Lot 4: _____ acres
	Agent/Surveyor
	Name: _____ Mailing Address: _____ City: _____ State: _____ Zip: _____ Phone: _____
Purpose for Exempt Segregation	



Site Plans Guidelines:

This space may be used to provide a scaled drawing showing existing property boundaries (solid lines) and proposed property boundaries (dashed lines). Indicate existing improvements including houses, storage buildings, wells, etc. A record of survey or site plan prepared by professional land surveyor (including a signature and stamp) is preferred. All site plans must be drawn to scale and must clearly represent the division of each property involved. This page may be replaced by a by a separate, adequate page at the applicant's discretion. The pages must have a one inch border on all sides.

Legal Descriptions:

Include a separate written legal description for each proposed lot. This page may be replaced by a by a separate, adequate page at the applicant's discretion. The pages must have a one inch border on all sides.

STATEMENT OF CONSENT AND WAIVER OF CLAIMS

The owners of property described herein do acknowledge and hereby agree to hold Okanogan County harmless in any action arising as a result of this exempt segregation.

I (We) the owner(s) of all the property described herein do hereby acknowledge and agree to hold Okanogan County harmless in any cause of action arising out of the exempt segregation or recordation of same. Furthermore, I (We), the owner(s) of all the property involved in this exempt segregation, hereby consent to the division of property as proposed in this application, dedicating to the use of the public forever all public property that is shown hereon, and I (We) hereby grant a waiver by myself (ourselves) of all claims for damages against any governmental authority which may be occasioned to the adjacent lands by the established construction, drainage, and maintenance of public roads.

IN WITNESS WHEREOF, we have set our signature(s)
this _____ day of _____, 20_____.

Owner

Owner

Owner

Owner

ACKNOWLEDGMENT

This is to certify on the _____ day of _____, 20_____, before me, the undersigned, personally appeared _____
to me known to be the person(s), who executed the foregoing statement of consent and waiver of claims and acknowledged to me that they signed the same as their free and voluntary act and deed for the uses and purposes therein mentioned.

WITNESS my hand and official seal the day and year last above written.

Notary public in and for the State of Washington,
Residing at _____

PROJECT SPECIFIC NOTES: _____

For Office Use Only:

LAND USE INFORMATION

OFFICE OF PLANNING & DEVELOPMENT

Zoning District:

This Exempt Segregation meets the requirements of Okanogan County Code 16.04.070 B.

Minimum Lot Size:

Shoreline Designation:

Created by exempt segregation within previous 5-years? Yes No

Administrator Date

OKANOGAN COUNTY TREASURER

OKANOGAN COUNTY ASSESSOR

Taxes have been paid in full as required by RCW 84.40.042(1)(c).

Legal descriptions for this Exempt Segregation are adequate.

Administrator Date

Administrator Date