



Need More Information?

Additional information on subdivisions, fees or scheduling a pre-application meeting can be obtained from:

Permit Center
Douglas County Transportation & Land Services
140 19th Street NW
East Wenatchee, WA 98802

Phone (509) 884-7173
Fax (509) 884-3954

Or

Visit us on the Internet at
www.douglascountywa.net
for on-line applications, comprehensive plans, the county code,
and other useful information

*This publication is intended to provide general information only.
It is not a substitute for the requirements of official plans, policies, resolutions and/or codes.*



● Subdivisions

A **subdivision** is the division of a parcel into **five or more lots** less than 160 acres in size for the purpose of sale, lease, rent or transfer of title.

State and county law allow certain exemptions from the subdivision process, but these **exemptions do not include a gift of land to anyone** including a family member, **land divisions as part of a divorce settlement**, or **divisions of land by state or local government agencies**.

● Minimum Lot Size

The minimum lot size depends on which zoning district the property is located in and the utilities that are available.

In urban growth areas, residential lots can be as small as 8,000 square feet. In rural/agricultural areas the minimum lot size can be between 2 to 20 acres in size.

The minimum lot sizes in developments using wells and/or septic tanks and drainfields must be large enough to accommodate the requirements for these systems.

Lot sizes are also affected by unbuildable areas such as steep slopes, flood plains, land covered by water and access roads.

● Review Criteria

Subdivisions are reviewed for consistency with the Douglas County Comprehensive Plan, zoning code, state platting laws, other development regulations, and all state and local environmental laws.

These development standards address such issues as lot width and size, and impacts to traffic and roads, schools, utilities, fish and wildlife and geological hazardous areas (steep slopes).

● General Requirements

Special requirements unique to the development may be imposed as a condition of approval, depending on the circumstances of the parcel. Conditions could address access, traffic, lot layout, development phasing or other pertinent issues.

Please keep in mind, **the preliminary plat application process usually takes a minimum of 60 days** once a complete application is submitted.

● Review Process

Subdivisions are processed for approval in two steps: A preliminary plat phase and a final plat approval phase.

The Douglas County Code requires that preliminary plat applications receive “**quasi-judicial review,**” a process that **involves a pre-application meeting and submitting a formal application with supporting plans and documents.**

Quasi-judicial applications are processed for action by the Douglas County Hearing Examiner. **This process includes a public hearing.**

The preliminary plat phase determines whether the subdivision should proceed as proposed, be modified or not be approved. *Refer to the “Permit Process” brochure for more information on the quasi-judicial review process.*

A developer is granted the right to construct the needed improvements with preliminary plat approval. This typically involves installing utilities, constructing roads and completing a final survey of the lots being created.

Once the conditions of preliminary plat approval are complete, the Board of Commissioners will approve the final plat. The final plat is then recorded with the County Auditor and becomes a permanent record.

● Timing of Lot Sales

Once the final plat is recorded in the Auditor’s Office, each of the lots are individual parcels and can be sold, leased, or transferred.

Lots sold before the final plat is recorded are considered illegal segregations and county permits cannot be issued for any development activity on them.