

Chapter 16.19 Unit Lot Subdivisions

16.19.010 Purpose.

This chapter balances the need for flexibility in residential land development while maintaining the integrity of community planning, zoning, and public health, safety, and welfare.

16.19.20 Applicability

A lot to be developed with middle housing or multiple detached single-family residences, in which no dwelling units are stacked on another dwelling unit or other use, may be subdivided into individual unit lots as provided herein.

16.19.030 Administration

The town planner is responsible for the administrative and coordination responsibilities contained in this chapter.

16.16.040 Consent to access.

By applying for unit lot subdivision approval, the property owner consents to allow, during the duration of the entire application process, access to the land proposed for subdivision. This right to access applies to all governmental agencies and their consultants and contractors considering the proposal, for the purposes of processing and reviewing the application.

16.19.040 Application Procedure

Unit lot subdivisions shall follow the application, review, and approval procedures for a short subdivision or subdivision, depending on the number of lots.

- A. Except as otherwise noted in this chapter, Preliminary Approval of Unit Lot Subdivisions shall follow the procedures outlined in CTC 16.16.060.
 1. The subdivision design standards outlined in CTC 16.16.070.C need not apply to individual unit lots, so long as the parent lot meets applicable development standards.
 2. The proposal is consistent with the general regulations listed in Section 16.19.050 of this chapter.
- B. Except as otherwise noted in this chapter, Final Approval of Unit Lot Subdivisions shall follow the procedures outlined in CTC 16.16.100
 1. Access easements, joint use and maintenance agreements, and covenants, conditions and restrictions (CC&Rs) identifying the rights and responsibilities of property owners and/or the homeowners' association shall be executed for use and maintenance of common garage, parking, and vehicle access areas; bike parking; solid waste collection areas; underground utilities; common open space; shared interior walls; exterior building facades and roofs; and other similar features shall be recorded with the county auditor.
 2. Effect. After Unit Lot Subdivision is filed with the auditor of the Island County, all persons, parties, their successors, heirs or assigns, who own, have, or will have by virtue of purchase, inheritance or assignment, any interest in the real property of the subject site or

portions thereof, shall be bound by the conditions and inscriptions attending the general/specific Unit Lot Subdivision.

- C. Application requirements for unit lot subdivisions shall follow the requirements outlined in CTC 16.19.060

16.19.050 General Regulations.

- A. Unit Lot Subdivisions are permitted within all residential zoning districts identified within the Coupeville Town Code.
- B. Parent Lot Standards.
1. Development as a whole on the parent lot, rather than individual unit lots, shall comply with applicable development standards of the underlying zone. Compliance shall be evaluated as if the parent lot were a single lot for zoning purposes, without regard to the subdivision of individual unit lots.
 2. The parent lot shall comply with all applicable zoning district regulations, including but not limited to:
 - a. Minimum lot size.
 - b. Setbacks from property lines.
 - c. Maximum lot coverage.
 - d. Maximum height.
 3. Dwelling Unit Count. The density of development shall be calculated based on the parent lot, not the individual unit lots. The maximum number of dwelling units shall be determined based on the parent lot's size and regulations of the underlying zone.
 4. Private Yards and Outdoor Areas. If private yards or patios are provided for individual unit lots, they must be delineated within the unit lot boundaries and must not obstruct access to common areas.
 5. Parking. Parking spaces required by the zoning district must be provided either on each unit lot or within common areas.
 6. Utilities. Utility services, including water, sewer, electricity, and gas, must be provided to each unit lot, either individually or via shared systems. Easements for utility access shall be established as part of the unit lot subdivision plan.
 7. Stormwater Management. Stormwater facilities shall be designed to serve the parent lot as a whole. Easements for drainage facilities must be recorded on the final plat and maintained by the established HOA, the local municipality, or through other agreed upon means, as applicable.
 8. Garbage and Recycling. Shared garbage and recycling facilities may be provided within common areas, subject to local health regulations.
- C. Unit Lot Standards
1. Individual unit lots shall need not comply with all applicable development standards and zoning district regulations, so long as the parent lot conforms to all applicable regulations.
 2. Minimum Unit Lot Size. There is no minimum lot size for individual unit lots, provided that the overall development on the parent lot meets the applicable zoning regulations.

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3. Unit Lot Boundaries. Unit lot boundaries may follow the exterior walls of dwelling units or include additional land for private yards, driveways, or patios. Unit lot boundaries should be drawn to ensure that all units have legal access to utilities and required common areas.
 4. Building Envelope. Each dwelling unit shall be confined to its respective unit lot. Portions of the unit, such as decks, balconies, and overhangs, may encroach into common areas, provided easements are established.
 5. Setbacks and Lot Coverage: Individual unit lots are not required to meet the setback or lot coverage standards of the zoning district, but the parent lot as a whole must comply with these requirements.
- D. Portions of the parent lot not subdivided for individual unit lots shall be owned in common by the owners of the individual unit lots, or by a homeowners' association comprised of the owners of the individual unit lots.
1. Common Areas. Common areas may include, but are not limited to, the following.
 - a. Shared walls between units (party walls).
 - b. Driveways, alleys, and pedestrian pathways.
 - c. Utility corridors, drainage facilities, and landscaping.
 - d. Shared parking areas or garages.
 - e. Recreational areas and open spaces required by the zoning district.
- E. Subsequent platting actions and additions or modifications to structures shall not create or increase any nonconformity of the parent lot.
- F. Combining with Other Platting Types. A Unit Lot Subdivision may only occur after the final plat establishing the Parent Lot has been recorded.
- G. Accessory Dwelling Units. A lot with an accessory dwelling unit may be subdivided under this section with the following additional requirements:
1. Utility lines may cross property lines internal to the development provided that easements are placed to preserve access and protect them.
 2. The plat recorded with the county auditor's office shall further specify the following:
 - a. The child lot that is associated with the accessory dwelling unit.
 - b. That the child lot associated with the accessory dwelling unit is subject to any and all additional regulations of an accessory dwelling unit under Coupeville Town Code.
 3. The legal description of a lot for an accessory dwelling unit shall identify the lot as an accessory dwelling unit within a Unit Lot Subdivision.

16.19.060 Application Requirements

- A. The following information is required for all applications for preliminary unit lot subdivision and short unit lot subdivision approval, except as otherwise noted. The town planner and town engineer may waive specific application requirements determined to be unnecessary for review of an application. All such waivers shall be in writing and cite the reason for the waiver.
1. Except as otherwise noted in this chapter, unit lot subdivisions shall follow the application requirements listed in CTC 16.16.120.A

2. Notes shall be placed on the face of the plat map or short plat map as recorded with the county auditor to state the following:
 - a. The title of the plat shall include the phrase "Unit Lot Subdivision."
 - b. "Approval of the development on each unit lot was granted by the review of the development, as a whole, on the parent lot."
 - c. "No individual unit lot shall be considered a separate lot for the purposes of zoning, including but not limited to setbacks, lot coverage, and density. The parent lot, as a whole, shall be treated as one lot for these purposes."
 - d. "Development and use of the individual unit lots is subject to the provisions of the Unit Lot Subdivision Ordinance."
- B. The following information is required for all applications for final unit lot subdivisions and short unit lot subdivision approval, except as otherwise noted. The town planner and town engineer may waive specific application requirements determined to be unnecessary for review of an application. All such waivers shall be in writing and cite the reason for the waiver.
 1. Except as otherwise noted in this chapter, unit lot subdivisions shall follow the application requirements listed in CTC 16.16.120.B