



## MULTIPLE DETACHED DWELLING INFORMATION

### WHAT IS A MULTIPLE DETACHED DWELLING?

The placement of more than one permanent dwelling unit on a single parcel.

### THE PROCESS

After a completed Multiple Detached Dwelling application is submitted, it will be sent out for review to neighboring property owners within 300 feet of the subject property as well as local and State agencies and departments. If there are no objections, the Planning Administrator will review all the information submitted and the application will either be approved or denied.

### CRITERIA FOR APPROVAL

Temporary dwellings authorized shall meet the following minimum criteria:

1. The proposed use does not have an adverse effect on other uses permitted in the applicable zoning district.
2. The proposed use conforms with all applicable ordinances and regulations of Benton County which also apply to other permitted uses in the applicable zoning district.
3. The proposed use complies with the density requirements of the Benton County Comprehensive Plan.
4. The lot size equals or exceeds the total square footage and setbacks required by this chapter for the total proposed dwellings as if the dwellings were located on separate parcels.
5. The proposed use complies with all applicable requirements of the Benton Franklin District Health District, Department of Social and Health Services, Department of Ecology or any municipality providing water or sewer.

### APPEALS

Decisions may be appealed to the Benton County Hearings Examiner within fourteen (14) days from the date of decision.

### EXPIRATION

The MDD permit will be valid as long as the conditions set forth by the Planning Administrator are met.



## MULTIPLE DETACHED DWELLING CHECKLIST

Applicant    Staff

- |                          |                          |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <b>Completed Multiple Detached Dwelling Application</b> – must include signatures of all parties with ownership interest. Incomplete applications will not be accepted.  |
| <input type="checkbox"/> | <input type="checkbox"/> | <b>Site Plan Map</b> – A detailed map drawn to scale showing: boundary lines and dimensions of the property; location and size of all existing and proposed structures; driveway and access easements that serve the property; adjacent roads; wells; septic systems; easements; and parking areas. <i>No site plans larger than 11" x 17" and only maps drawn in <b>black ink</b> will be accepted.</i> |
| <input type="checkbox"/> | <input type="checkbox"/> | <b>\$200.00 Multiple Detached Dwelling Permit Fee</b> – The fee must be paid at the time of application submittal, cash or checks accepted. Checks made payable to the <b>Benton County Treasurer</b> . All application fees are non-refundable.   |
| <input type="checkbox"/> | <input type="checkbox"/> | <b>Written Approval</b> – Documentation of approval of proposed method of water supply and sewage disposal by the appropriate governmental agency, municipality, or private purveyor.  |

Applications may be submitted between the hours of 8am-12pm and 1pm-5pm Monday through Friday to the Planning Department at 1002 Dudley Ave./PO Box 910, Prosser, WA 99350 or to the Benton County Building Department (*see address below*). A Planner is typically available at the Building Department on Thursdays from 9am – 12pm.

Please contact the following departments/agencies to ensure your proposal will be in compliance with their regulations:

- **Benton-Franklin Health District**  
7102 W. Okanogan Place, Kennewick, WA 99336  
*Phone: 460-4205*
- **Benton County Road Department**  
620 Market Street, Prosser, WA 99350  
*Prosser: 786-5611 • Tri-Cities: 735-3084*
- **Benton County Building Department/ Fire Marshal**  
5600 W. Canal Drive, Kennewick, WA 99336  
*Prosser: 786-5622 • Tri-Cities: 735-3500*



# MULTIPLE DETACHED DWELLING APPLICATION

Application No. \_\_\_\_\_

## APPLICANT INFORMATION

Please check the box indicating primary contact person for this application

**Applicant/Agent:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ ZIP: \_\_\_\_\_ Phone: \_\_\_\_\_ Work: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Property Owner(s)** (if different): \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ ZIP: \_\_\_\_\_ Phone: \_\_\_\_\_ Work: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*\*If there are additional owners please copy this section, sign, and attach to the application*

**If the property is owned by a corporation, trust, partnership or LLC please complete the entity signature block below showing that the person signing has the authority to sign on behalf of the company.**

## ENTITY SIGNATURE BLOCK

If the applicant or legal owner of the property is a corporation, partnership, trust or LLC use the following signature block.

**Applicant/Legal Owner:** \_\_\_\_\_

Officer name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

THE ABOVE SIGNED OFFICER OF \_\_\_\_\_ (name of entity)

WARRANTS AND REPRESENTS THAT ALL NECESSARY LEGAL AND CORPORATE ACTIONS HAVE BEEN DULY UNDERTAKEN TO

PERMIT \_\_\_\_\_ (name of applicant) TO SUBMIT THIS APPLICATION AND THAT THE

ABOVE SIGNED OFFICER HAS BEEN DULY AUTHORIZED AND INSTRUCTED TO EXECUTE THIS APPLICATION.

PARCEL INFORMATION

1. Subject property address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

2. Parcel number: \_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_

3. Total acreage of property: \_\_\_\_\_

4. Total number of residences currently on the property: \_\_\_\_\_

5. Describe characteristics of the surrounding properties: \_\_\_\_\_

\_\_\_\_\_

6. Type of residence to be placed on the property:  Site Built Home  Manufactured Home

7. Applicant has obtained the following approvals/permits?

a. Benton-Franklin Health District:  Yes  No

b. Municipality (water/sewer):  Yes  No  N/A

c. Benton County Building Department:  Yes; permit # \_\_\_\_\_  No

d. Other \_\_\_\_\_

8. Access:  County Road  State Road/Highway  Private Road

9. Utilities: Power:  Benton PUD  Benton REA

Sewer:  Septic Tank  City Sewer: (Provider) \_\_\_\_\_

Water:  Individual Wells  One well serving 2-4 lots  One well serving 5+ lots

Private System (Provider & Address) \_\_\_\_\_

City System (Provider) \_\_\_\_\_

Gas:  No  Yes: (Provider) \_\_\_\_\_

Cable:  No  Yes: (Provider) \_\_\_\_\_

Phone:  No  Yes: (Provider) \_\_\_\_\_

Irrigation:  No  Private  District: (Provider) \_\_\_\_\_

10. Additional comments or information: \_\_\_\_\_

\_\_\_\_\_

(FOR STAFF USE ONLY)

Application Complete: Y N

Critical Areas: N Y: \_\_\_\_\_

Zoning: \_\_\_\_\_

Reviewed by: \_\_\_\_\_

Date: \_\_\_\_\_