



Conditional Use Application

Community Development Department
 3100 Belmont blvd. Suite 104, West Richland, WA 99353
 509-967-5902 Fax 509-967-2419 Inspection Line 967-3518

Note: Application shall not be accepted unless the applicant has attended a Pre-Application conference or has submitted a Pre-Application conference waiver

PROPERTY OWNER INFORMATION Contact Person

Owner:	
Address:	
Phone:	Email:

APPLICANT/CONTRACTOR INFORMATION (if different) Contact Person

Company:	UBI#
Contact:	
Address:	
Phone:	Email:

PROPERTY INFORMATION

Legal Description:	Parcel #	
Current Zoning:	Current Land Use Designation:	

DESCRIPTION OF PROJECT

APPLICATION MUST INCLUDE

1. Completed Application.
2. Title Insurance company certificate, issued no more than 30 days prior to application, showing ownership of the property and all lien holders.
3. A site plan, drawn to scale, showing all details of the proposal – include property lines, easements, building locations(s) and dimensions, parking areas, access driveways, landscaping areas, critical area features, fences, signs, storm water control features, existing wells and drainfields, fire hydrants, significant cut or fill areas, etc...
4. Preliminary layout of building interior (uses and sizes of rooms).
5. Any other information the Planning Director deems necessary to determine compliance with applicable codes.
6. Pre-Application Conference waiver (if applicable).
7. SEPA Checklist.

COMPLETE QUESTIONS AS THOROUGHLY AS POSSIBLE

Describe the unique characteristics, if any, of the property or circumstances of the owner:

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Describe the hardship, if any, that may result in the event the conditional permit is not granted:

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Describe the manner in which the proposed use conforms to general use patterns of adjacent land areas:

Describe the beneficial or adverse effects the granting or denial of the conditional permit would have on adjacent or surrounding lands:

Describe the beneficial or adverse effects the granting or denial of the conditional permit would have in relation to the overall purpose and intent of this title:

Describe the benefits or detriments accruing to the city which could result from the granting or denial of the conditional permit:

I authorize employees and officials of the City of West Richland the right to enter and remain on the property in question to determine whether a permit should be issued and whether special conditions should be placed on any issued permit. I have the legal authority to grant such access to the property in question.

I also acknowledge that if a permit is issued for land development activities, no terms of the permit can be violated without further approval by the permitting entity. I understand that the granting of a permit does not authorize anyone to violate in any way any federal, state, or local law/regulation pertaining to development activities associated with a permit.

I hereby certify under penalty of perjury under the laws of the State of Washington that the following is true and correct:

1. I have read and examined this permit application and have documented all applicable requirements on the site plan.
2. The information provided in this application contains no misstatement of fact.
3. I am the owner(s), the authorized agent(s) of the owner(s) of the above referenced property, or I am currently a licensed contractor or specialty contractor under Chapter 18.27 RCW or I am exempt from the requirements of the Chapter 18.27 RCW.
4. I understand this permit is subject to all other local, state, and federal regulations.

Note: This application will not be processed unless the above certification is endorsed by an authorized agent of the owner(s) of the property in question and/or the owner(s) themselves. If the City of West Richland has reason to believe that erroneous information has been supplied by an authorized agent of the owner(s) of the property in question and/or by the owner(s) themselves, processing of the application may be suspended.

Applicant Printed Name: _____

Applicant Signature: _____ Date _____