

APPLICATION FOR NONCONFORMING
(Pursuant to ZMC Chapter 17)
CITY OF ZILLAH, WASHINGTON

FILE NUMBER: _____

1) FEES: _____ **Date paid:** _____

Non-conforming: \$400.00 plus Staff, Consultant & Professional Fee's if over the initial fee.
Is a SEPA Checklist required? Yes No
(If required) SEPA Checklist Fee: \$150 plus Staff, Consultant & Professional Fee's if over the initial fee.
Staff, Consultant and Professional Fees. Application and processing fees for land use matters are subject to additional costs incurred by City in excess of filing fee related to staff, consultant and professional time and charges related to the review and processing of the land use or permit application. Such charges shall be calculated as follows:
(a) Staff Review and Charges. The fee schedule contemplates routine time requirements for staff review and processing of a land use or permit application. Some applications will require additional staff time and cost. If, in the opinion of the City Clerk, a particular application will require staff time in excess of what the fee anticipates, the City may require payment for staff time at the specified rate.
(b) Consultant and Professional Review. In the event that a project requires professional services beyond that which is included in the base fee, the applicant shall reimburse the City for the actual cost of said professional services. In addition to the application fee (including staff review charges), any applicant for land use or permit approval shall reimburse the City for costs, including but not limited to, professional engineers, mailing fees, advertisement fees and other consultants and/or professionals contracted or retained by the City to review, evaluate and/or inspect applicant's proposal when the City is unable to do so with existing staff resources. By way of illustration and not limitation, these professional services may include engineering and technical review, legal review, planning review, environmental review, critical areas review, financial and accounting review, soils review, and mechanical and structural engineering review.
(c) Deposit. City may require the applicant to deposit an amount determined by City as reasonable estimate for anticipated excess costs and charges related to review and processing of the application. Such estimate may be revised periodically based on the judgment of City staff. Such deposit shall be made as a condition to further processing of the land use or permit application.

2) NON-CONFORMING APPLICATION INFORMATION:

Applicant Name(s):				
Mailing Address:			Phone Number:	
Site Address:				
Assessor Parcel Number(s):			Zoning:	Comp Plan Designation:
Section:	Township:	Range:	Land Use:	Acres:
Do you own this Property? If no, submit a letter of approval from the property owner.				

3) JUSTIFICATION: Written justification is required:

1. Provide documentation that the existing use is a legal non-conforming use. To be a legal non-conforming use, it must be demonstrated that the property has been in the same continuous use since prior to the adoption of the current zoning at the proposed location.
2. Provide a detailed description of the type of use proposed. Describe exactly what will be involved. (Include number of individuals that will live or work at the site, number of vehicle trips generated per day, hours of operation, special equipment used, potential nuisances, waste materials, etc.)
3. Do you expect that the proposed project will be expanded in the future?
4. Describe how the use will be in harmony with the surrounding area.

4) SITE PLAN: Complete and attach a "Site Plan" showing to scale any required off street parking and/or any proposed addition(s). The Site Plan includes: (A) all additions with dimensions and location; (B) off-street parking, and proposed driveways; (C) lot dimensions including front yard, rear yard and side yard dimension; (D) location of existing or other proposed buildings on the lot; and (E) all adjacent streets, alleys and other right-of-ways.

5) IMPORTANT – Please Read

The application and any attachments shall specify the issues which are being asked to be considered. Issues unrelated to the application may not be considered by Hearing Examiner and City Council. All provisions of laws and ordinances governing the application will be complied with whether specified herein or not.

6) DECLARATION: *I/WE DECLARE UNDER PENALTY OF THE PERJURY LAWS THAT THE INFORMATION I/WE HAVE PROVIDED ON THIS ZONING VARIANCE APPLICATION IS TRUE, CORRECT, AND COMPLETE.*

Signature

Date

Print Name

Phone number, if different then above

Signature

Date

Print Name

Phone number, if different then above

Date Received: _____ Application approved for completion Date: _____

Public Hearing before the Hearing Examiner held on: _____

Final Decision Date: _____ Approved Denied

Submittal Requirements

Completed ___ / ___ / _____

Incomplete – See circled items

- ___ A. Application Form
- ___ B. Proof of Ownership or Power of Attorney
- ___ C. Proof of Lawful Creation (Preliminary Title Report w/origination Deed)
- ___ D. Proof of Structural Fire Protection
- ___ E. Proof of Legal Access - (Recorded Easement or Public Road)
- ___ F. Any active land use application decisions (i.e.; variance, conditional use, etc)
- ___ G. Site Plan including:
 - ___ 1. Scale, north arrow, date of preparation, applicant's name
 - ___ 2. Description of project
 - ___ 3. Location: Street address, assessor's map & tax lot number
 - ___ 4. Dimension of parcel (feet) and size of parcel (acres)
 - ___ 5. Location, size, height and dimensions of existing and proposed buildings and structures, including setbacks and distances between buildings.
 - ___ 6. Points of vehicular exit and entry, driveway width dimension and circulation pattern
 - ___ 7. Location and layout of existing and proposed streets (public and private) including right-of-way and paving dimensions, etc.
 - ___ 8. Locations, dimensions, and reasons for all easements on and abutting the property.
 - ___ 9. Location and construction material of existing and proposed fences and walls.
 - ___ 10. Adjoining zoning and land uses, including approximate distances to adjacent structures.
 - ___ 11. Natural features, including streams, wetlands, flood areas, etc.
- ___ H. Fee \$ _____ Check # _____ Cash _____

Special Conditions (For Office Use ONLY)

- A. Flood Hazard Y / N Elevation Survey Needed Y/N
- B. Fire Hazard Extreme High Medium Low
- C. Manufactured Housing N/A Pre-'76 HUD label _____ year
- D. Wetlands Y / N Type _____
- E. Historic / Archeological Y / N Type _____
- F. Other Critical Areas Resources Y / N Type _____
- G. Legal Creation Y / N Date _____

Pre-application _____ / _____ / _____ **By:** _____