

**APPLICATION FOR PLANNED UNIT VARIANCE**  
**(Pursuant to ZMC Title 17)**  
**CITY OF ZILLAH, WASHINGTON**

**FILE NUMBER:** \_\_\_\_\_

**1) FEES:**

**Date paid:** \_\_\_\_\_

**Planned Unit Variance Fee: \$200.00 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) PROPERTY INFORMATION:**

Owner Name:	Mailing Address:	
Property Address, if any:	Phone # 1	Phone #2
Applicant Name:	Mailing Address:	
Company Name:	Phone # 1	Phone #2

**3) PLANNED UNIT VARIANCE INFORMATION REQUIREMENTS:**

*(Please attach)*

1. Written documents, including but not limited to:
  - A. Tentative schedule;
  - B. Statement of variance objectives to be achieved by the planned development, including a description of the character of the amended development and an explanation of the factors that determined the particular scheme proposed;
  - C. Specific quantitative information, such as number and types of structures, proposed density, proposed setbacks, amount of common open space, amount of private open space, proposed uses not otherwise permitted in the zoning.
  - D. *Please demonstrates that all of the following five (5) conditions are met:*
    1. There are exceptional physical circumstance or conditions applicable to the subject property or to its intended use or development which are not common to other properties in the same vicinity and zone;
    2. That the strict application of the provision of Titles 15 and/or 17 would result in practical difficulties or unnecessary hardship;
    3. The granting of the variance will not result in material damage or prejudice to other properties in the vicinity and will not be detrimental to the public health, safety or welfare;
    4. The granting of the variance will not be contrary to the objectives of the comprehensive plan or Titles 15 and 17;

5. The variance requested is the minimum variance that will make possible the reasonable use of the land, building or structure.

**DETAILED INFORMATION REQUIRED FOR PLANNED UNIT VARIANCE:** On a separate sheet(s) of paper please attach the following criteria:

- A. Identification of the proposed variance including:
  - a) A written narrative stating the reasons for the request for the variance and explaining how the proposed variance will meet the intent of the plan or Ordinance.
  - b) Vicinity map showing the proposed development variance in relation to surrounding development.
  - c) Site plan, showing contours, watercourses, natural features, tree cover, property lines, generalized land use with the size, existing and proposed setbacks, location, heights and types of amended uses, existing and proposed vehicular circulation system, the arrangement of common open space, private open space and preliminary landscape treatment, and a preliminary utilities and drainage layout.
  
- B. For each variance that may change storm water calculations, wetland buffers, or traffic counts, revised studies will need to be submitted for approval.
  
- C. 15 copies of the proposed amended plat and the supplementary material specified above shall be submitted to the Planning Commission.

**4) IMPORTANT – Please Read**

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

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

\_\_\_\_\_  
Signature(s) \_\_\_\_\_ Date

\_\_\_\_\_  
Print Name(s) \_\_\_\_\_ Phone Number, if different then above

Application Received by: _____	Date: _____
Date fee paid: _____	Receipt Number: _____
Application <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved for Completeness,	Date: _____
SEPA Checklist Mailed: _____	Date of Hearing: _____ <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved