

APPLICATION FOR SPECIAL USE PERMIT CITY OF ZILLAH, WASHINGTON

FILE NUMBER: _____

1) FEES:

Date paid: _____

SUP Fee: \$100.00 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) OWNER INFORMATION:

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

3) PROPERTY DESCRIPTION FOR PROPOSED SPECIAL USE PERMIT:

Physical Address:	
Zoning:	Project:
Parcel Number(s):	
Do you own this property? If no, submit letter of approval from the property owner.	
Specify what the Special Use Permit will be used for:	

4) REGULATION: The Planning Official may establish such conditions of Special Use Permit approval as may be necessary to ensure compliance with the requirements of this Title, to promote compatibility with neighboring uses, and to protect environmentally sensitive areas.

5) SITE PLAN: Complete and attach a "Site Plan" showing scale of project on the parcel and any proposed addition(s) and the location of existing or other proposed building on the lot and other zones.

6) 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 Planning Commission and City Council. All provisions of laws and ordinances governing the application will be complied with whether specified herein or not.

7) DECLARATION: I/WE DECLARE UNDER PENALTY OF THE PERJURY LAWS THAT THE INFORMATION I/WE HAVE PROVIDED ON THIS SPECIAL USE PERMIT APPLICATION IS TRUE, CORRECT, AND COMPLETE.

Applicant Signature

Date

Official Signature

Date

Date Received: _____
Receipt Number: _____ Application: <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved for Completeness Date: _____