



City of Selah

**Type 1 Review**

Application Packet

**City of Selah Public Works & Community Development**  
**222 S Rushmore Road, Selah, WA 98942**  
**Phone: (509) 698-7365 Email: [permits@selahwa.gov](mailto:permits@selahwa.gov)**

**TYPE (1) LAND USE APPLICATION****NO FILING FEE**

City of Selah Public Works &amp; Community Development

222 S Rushmore Road, Selah WA 98942 Phone: (509) 698-7365 Email: [permits@selahwa.gov](mailto:permits@selahwa.gov)Portal Submittal: <https://ci-selah-wa.smartgovcommunity.com/Public/Home>**INSTRUCTIONS – PLEASE READ FIRST AND ANSWER ALL QUESTIONS COMPLETELY.**

If you have any questions about this form or the application process, please ask to speak with the planner. All necessary attachments are required upon submittal. This application consists of four parts.

PART I - GENERAL INFORMATION AND PART V - CERTIFICATION are on this page. PART II, III, and IV contain additional information specific to your proposal and MUST be attached to this page to complete the application.

**PART I – GENERAL INFORMATION**

1. Applicant's Information:	Name:							
	Mailing Address:							
	City:	St:	Zip:	Phone : (    )				
	E-Mail:							
2. Applicant's Interest in Property:	Check One:	<input type="checkbox"/> Owner	<input type="checkbox"/> Agent	<input type="checkbox"/> Purchaser	<input type="checkbox"/> Other _____			
3. Property Owner's Information (If other than Applicant):	Name:							
	Mailing Address:							
	City:	St:	Zip:	Phone: (    )				
	E-Mail:							
4. Subject Property's Assessor's Parcel Number(s):								
5. Property Address:								
6. Property's Existing Zoning:(Circle all that apply)								
LDSF      R-1      R-2      R-3      B-1      B-2      M-1      M-2								
7. Type Of Application: (Check All That Apply)								
<input type="checkbox"/> Type (1) Review <input type="checkbox"/> Other: _____								
<input type="checkbox"/> Other: _____								

**8. PART II – DESCRIPTION OF EXISTING AND PROPOSED LAND USE** (See attached page)**PART III – NARRATIVE – PROPOSED PROJECT DESCRIPTION** (See attached page)**PART IV – SITE PLAN CHECKLIST** (See attached page)**PART V – CERTIFICATION**

9. I certify that the information on this application and the required attachments are true and correct to the best of my knowledge.

\_\_\_\_\_  
Property Owner's Signature\_\_\_\_\_  
Date\_\_\_\_\_  
Applicant's Signature\_\_\_\_\_  
Date

FILE/APPLICATION(S)#



Supplemental Application For:  
**TYPE (1) REVIEW**

**PART II – DESCRIPTION OF EXISTING AND PROPOSED LAND USE**

Applications which do not qualify as redevelopment are: Uses where the proposed use is located in an existing commercial center or business, general zone parking exempt area, uses which do not generate additional traffic, parking, or modify an existing parking lot driveway or circulation plan; and are exempt from environmental review. Applications which constitute redevelopment and require Type 1 review are not exempt from the requirements of providing dedication of right-of-way, frontage improvements such as curb, gutter, and sidewalks, or installation of public utilities in accordance with SMC 10.06.050 (2).

1. Proposed land use as defined by SMC § 10.28.020, Table 10.28 A:

2. Previous land use as defined by SMC § 10.28.020, Table 10.28 A:

3. If the previous and proposed land uses are the same, has the previous land use been out of business for over 18 months?  
☐ Yes ☐ No ☐ N/A

Applications for Type (1) Reviews where there is no change of land use as identified above are permitted outright (not requiring Type (1) Review and are authorized to apply directly for a business license and/or building permit).

4. Is the proposed land use located in an existing commercial center with three or more tenant spaces?  
☐ Yes ☐ No

5. Is the subject property located in the city of Selah Business, General (B-2) district parking exempt area?  
☐ Yes ☐ No

6. Does the subject property have curb, gutter, and sidewalk installed along all abutting streets?  
☐ Yes ☐ No

7. Does the proposed land use involve construction of new commercial buildings, street improvements (curb, gutter, sidewalks, streetlights, or driveway approaches), or renovation of an existing building or property?  
☐ Yes ☐ No

8. Does the proposed use require the construction of additional parking stalls in accordance with SMC § 10.34.020 and Table 34-1 parking spaces required or modification of the subject development's parking lot?  
☐ Yes ☐ No

9. Will the proposed use/development generate additional vehicle trips beyond that of the previous use/development or more than 10 p.m. peak hour trips requiring transportation concurrency review under SMC 10.08.190?  
☐ Yes ☐ No

10. If the proposed use generates more than 10 p.m. peak hour trips, has a transportation concurrency application been submitted with this application?  
☐ Yes ☐ No ☐ N/A

11. Does the subject development require State Environmental Policy Act (SEPA) review as required by SMC § Ch. 11.40 and WAC 197.11?  
☐ Yes ☐ No

### PART III - NARRATIVE

1. Description of proposed action:

### PART IV – SITE PLAN CHECKLIST

All general site plans shall be drawn to scale and be legibly drawn, prepared, or printed on eight and one-half inches by eleven inches, unless otherwise requested. The scale of the drawing shall be a standard engineering scale and shall reasonably utilize the paper's size.

#### General Site Plan Checklist for Type (1) Review

- ☐ Property Address
- ☐ Legal Description
- ☐ North Arrow
- ☐ Scale
- ☐ Applicant Name
- ☐ Project Name
- ☐ Property Dimensions and Shape of Lot
- ☐ Size and Location of Existing Structures
- ☐ Size and Location of Proposed Structures
- ☐ Distance(s) of Structures to Property Line and Centerline of Right-of-Way (SMC § Ch. 10.38.100)
- ☐ Location of Existing and Proposed Signage (SMC § Ch. 15.08)
- ☐ Size and Location of Utilities
- ☐ Parking Circulation Plan (SMC § Ch. 10.24.120)
- ☐ Proposed Landscaping (SMC § Ch. 10.26.30)
- ☐ Location of Ingress and Egress Points
- ☐ Adjacent Rights-of-Way and Existing Frontage Improvements
- ☐ Lot Coverage Calculation (SMC § Ch. 10.08.040, Table 8-1)
- ☐ Clearview Triangle – (SMC § Ch. 8.79.030 – Vision Clearance SMC § Ch. 8.79.020)
- ☐ Dumpster and Screening Location
- ☐ Misc

Note: The Planning Department or reviewing official may require additional information to clarify the proposal, assess its impacts, or determine compliance with the SMC and other laws and regulations.