



## **CITY OF SELAH**

Planning Department • 222 South Rushmore RD. • Selah, WA 98942 • Ph: (509) 698-7365 • [www.selahwa.gov](http://www.selahwa.gov)

File No#

# NONCONFORMING USE PERMIT APPLICATION

Assigned File No. \_\_\_\_\_

**APPLICATION REQUIREMENTS** (print or type information)

Date Submitted/Received By: \_\_\_\_\_

- Non-Refundable Application Fee \$330.00
- Site Plan (one copy, B&W, drawn to scale, max. size 11" x17")

**THE APPLICATION AND REQUIRED SUBMITTALS MUST BE COMPLETED AND SUBMITTED BEFORE THE APPLICATION IS ACCEPTED AS COMPLETE BY THE CITY.**

APPLICANT NAME: \_\_\_\_\_

APPLICANT ADDRESS: \_\_\_\_\_

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Signature

TELEPHONE: (work) \_\_\_\_\_ (home) \_\_\_\_\_

NAME OF LEGAL PROPERTY OWNER: \_\_\_\_\_  
(If different from applicant)

ADDRESS: \_\_\_\_\_

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Signature

TELEPHONE: (work) (home)

Tax Parcel # Legal description of property:

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Zoning Classification: \_\_\_\_\_

Comprehensive plan designation: \_\_\_\_\_

Summary of proposed Nonconforming Use: \_\_\_\_\_

(Attach additional sheets if necessary to describe or explain the proposed Nonconforming Use Application)

**FOR ADMINISTRATIVE USE ONLY**

**Date Application Accepted as Complete:** \_\_\_\_\_  
(statute allows for 28-day application review)

**Date of Planning Commission Hearing:** \_\_\_\_\_

**Date of Council Consideration:** \_\_\_\_\_

**Date of Appeal (if any):** \_\_\_\_\_  
(if known at time of application acceptance)

**Mailing Date to Adjacent Property Owners:**

## Legal Notice Publication Date:

## **SITE PLAN REQUIREMENTS FOR NONCONFORMING USE PERMIT APPLICATIONS**

The black and white site plan shall be drawn to an identified graphic scale, contain a date, north arrow, and the map size shall be no smaller than 8½" x 11" nor larger than 11" x 17".

1. ALL EXISTING OR PROPOSED structures on the property and all existing structures on adjoining properties to show relationship of proposed use to existing development.
  - 1a. Total gross floor area of existing or proposed structures on the site.
  - 1b. If the existing or proposed structures are to be used for different uses, identify the gross floor area of each individual use.
2. TOTAL SQUARE FEET OF LOT OR PARCEL.
3. LANDSCAPE PLAN identifying all areas to be landscaped and/or fenced. indicating materials to be used.
4. LOCATION AND DESIGN OF INGRESS AND EGRESS.
5. LOCATION AND DESIGN OF REQUIRED OFF STREET PARKING SPACES
6. PERSPECTIVE DRAWINGS OF PROPOSED BUILDINGS OR STRUCTURES UNDER CONSIDERATION.
7. WIDTH OF ALL ADJACENT RIGHT-OF-WAYS OR ALLEYS.
7. INDICATE / IDENTIFY ALL EASEMENTS ON THE PROPERTY.
8. PROPOSED EXTERIOR LIGHTING, including parking lot lighting
9. LOCATION OF MUNICIPAL WATER AND SANITARY SEWER LINES AND PRIVATE UTILITIES (i.e., electricity, telephone natural gas, etc.)