



**Community Development Services**

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**LAND USE APPLICATION**

File No.:

**APPLICANT INFORMATION:**

Name: _____	Phone: _____
Address: _____	Cell Phone: _____
CityStateZip: _____	Email: _____

**APPLICANT CERTIFICATION:**

*I hereby certify that the statements, attachments, exhibits, plot plan and other information submitted as a part of this application are true; that the proposed land use activity does not violate covenants, conditions and restrictions associated with the subject property; and, any approval granted based on this information may be revoked if it is found that such statements are false.*

Signature of Applicant: _____	Date: _____
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**PROPERTY INFORMATION:**

Situs Address: _____	Nearest Cross Street: _____
<b>Map Designations:</b>	Assessor Map &
Comp Plan Map _____	Tax Lot No(s): _____
Zoning Map _____	Total Size of Site: _____
Overlay Zones (if any) _____	Development Size: _____
Current Property Use: _____ (or indicate if vacant)	
Existing Structures: _____ (or indicate if vacant)	
<b>Surrounding Properties Land Uses:</b>	<b>Zoning/Comp Plan Designation:</b>
North _____	_____
West _____	_____
South _____	_____
East _____	_____

**GENERAL DEVELOPMENT DESCRIPTION:**

Include Proposed Use(s), Activities, Hours of Operation, Etc.:

**Will the Project be constructed in phases?**    \_\_\_\_\_ Yes    \_\_\_\_\_ No

If "Yes", please explain: \_\_\_\_\_

<b>Number of Proposed Parking</b>	<b>Vehicle</b>	<b>Bicycle</b>
Standard Spaces: _____		Open: _____
Compact Spaces: _____		
ADA Spaces: _____		Covered: _____
Covered/Garage Spaces: _____		

**RESIDENTIAL DEVELOPMENT ONLY:**

Type	# of Dwelling Units	# of Bedrooms	Density (#DU/Acre)

**Describe Open Space Included in Proposal:**

**Number of Acres / Sq. Ft. in Open Space:** \_\_\_\_\_ **Percent of Site:** \_\_\_\_\_

**FOR OFFICE USE**

**\*If more than one review process is required, applicant pays highest priced fee, then subsequent applications charged at half-price.**

Land Use Review Process		Fee	Land Use Review Process		Fee
Administrative Review: Res / Com / Ind / PU		\$450	Planned Development – Preliminary		\$2500
Annexation		\$1500	Planned Development – Ministerial		\$200
Code Interpretation		\$100	Planned Development – Final (Administrative)		\$450
Comprehensive Plan Map Amendment		\$2000	Planned Development – Final (Quasi-Judicial)		\$750
Comprehensive Plan Text Amendment		\$2000	Subdivision		Varies
Conditional Use: Res / Com / Ind / PU		\$1500	Tree Felling Permit (Steep Slopes only)		Varies
Historic Preservation Review or Register		Varies	Urban Growth Boundary Amendment		Varies
Land Partition		\$450	Vacating Public Lands and Plats		Varies
Ministerial Review		\$150	Variance (Class 1 – Minor Adjustment)		\$150
Modification of Approved Plan		Varies	Variance (Class 2 – Adjustment)		\$450
Non-Conforming Use/Development		\$450	Variance (Class 3)		\$1000
Property (Lot) Line Adjustment		\$250	Zoning Map Amendment		\$1000

**REVIEW PROCESS**

Ministerial Review Process (LDC 16.20.030)	Quasi-Judicial Review Process (LDC 16.20.050)
Administrative Review Process (LDC 16.20.040)	Legislative Review Process (LDC 16.20.060)

**APPLICATION RECEIPT & PAYMENT**

Date Received: _____	Date Complete: _____	Pay't Info: _____
Received By: _____	Total Fee: _____	Receipt No.: _____

**REQUIRED SUBMITTALS:**

- \_\_\_ Application and Filing Fee
- \_\_\_ Narrative describing the Development Proposal and addressing the Decision Criteria
  - \* LDC Article Two Land Uses and Land Use Zones
  - \* LDC Article Three Development Standards
  - \* LDC Article Four Review & Decision Requirements
  - \* LDC Article Five Exceptions to Standards (eg Variance, Non-Conforming Uses)
- \_\_\_ Site Plan(s) drawn to scale with dimensions, Elevation Drawing(s) if applicable, Other Drawings  
Site boundaries, points of access, topography, flood plains, water courses, significant vegetation, existing roads, utilities, pedestrian or bikeways, existing easements.
- \_\_\_ Copy of current Property Deed showing Ownership, Easements, Property Restrictions

**PROPERTY OWNER SIGNATURES:**

<b>Owner 1:</b> Address: _____ CityStateZip: _____	Phone #: _____ Cell #: _____ Email: _____
<b>Owner 2:</b> Address: _____ CityStateZip: _____	Phone #: _____ Cell #: _____ Email: _____
<b>Owner 3:</b> Address: _____ CityStateZip: _____	Phone #: _____ Cell #: _____ Email: _____

**CONTACT INFORMATION:**

<b>Applicant's Representative:</b> Address: _____ CityStateZip: _____	Office #: _____ Cell #: _____ Email: _____
<b>Applicant's Engineer/Surveyor:</b> Address: _____ CityStateZip: _____	Office #: _____ Cell #: _____ Email: _____
<b>Applicant's Architect:</b> Address: _____ CityStateZip: _____	Office #: _____ Cell #: _____ Email: _____
<b>Applicant's Other:</b> Address: _____ CityStateZip: _____	Office #: _____ Cell #: _____ Email: _____