



File(s) No. _____

CHELAN COUNTY
DEPARTMENT OF COMMUNITY DEVELOPMENT
316 WASHINGTON STREET, SUITE 301, WENATCHEE, WA 98801
TELEPHONE: (509) 667-6225

GENERAL LAND USE APPLICATION FORM

Parcel Number (APN): _____ **Lot Size:** _____ (Acres)
Parcel Address: _____ **City/Zip Code:** _____
Property Owner(s): _____ **Zoning:** _____
Mailing Address: _____
City/State/Zip Code: _____
Phone: _____ **E-mail:** _____

Applicant/Agent (if different than owner): _____
Company and Mailing Address: _____
City/State/Zip: _____ **Phone:** _____
E-mail: _____

For multiple owners, applicants, or agents, provide additional sheets.

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This General Land Use Application Form shall be completed unless specified below. Additional information and supplemental forms may be required. Please review all applicable statutes and regulations pertaining to the proposed development and provide information, documents, studies, and reports (such as a Traffic Impact Study or environmental forms) demonstrating compliance with all statutory and regulatory requirements and other applicable criteria.

Application For: (Check all that apply)

- | | |
|--|--|
| <input type="checkbox"/> Administrative Modification | <input type="checkbox"/> Open Space: Public Benefit Rating System |
| <input type="checkbox"/> Administrative Determination | <input type="checkbox"/> Major Subdivision |
| <input type="checkbox"/> Administrative Interpretation | <input type="checkbox"/> Master Planned Development |
| <input type="checkbox"/> Binding Site Plan | <input type="checkbox"/> Planned Development |
| <input type="checkbox"/> Comprehensive Plan Map Amendment | <input type="checkbox"/> Plat Alteration or Vacation |
| <input type="checkbox"/> Comprehensive Plan Text Amendment | <input type="checkbox"/> Short Plat |
| <input type="checkbox"/> Conditional Use Permit | <input type="checkbox"/> Variance (zoning or critical areas) |
| <input type="checkbox"/> Forest Practice/Conversion | <input type="checkbox"/> Zoning Change-Text Amendment/ Map Amendment |
| | <input type="checkbox"/> Critical Area Determination |
| | <input type="checkbox"/> Other: _____ |

APPLICABILITY SECTION

The following have their own individual application. Do not use this form for:

1. Boundary Line Adjustments. Please use corresponding Boundary Line Adjustment Application Form.
2. Certificate of Exemptions. Please use corresponding Certificates of Exemption Application Form.
3. Shoreline Permits. Provide the JARPA form along with the corresponding Supplemental Form, as necessary.
4. Building and Fire Permits.
5. Pre-Applications.

The following attachments are required for a complete application:

1. Copy of Deed or Proof of Ownership (Title holder signature is required on all applications. Properties being purchased on a Real Estate Contract require title holder signature.)
2. Supplemental Forms, if applicable
3. Completed Aquifer Recharge Section, Marijuana Disclosure Section and Site Plan Checklist
4. All information, documents, studies and reports demonstrating compliance with all statutory and regulatory criteria and requirements and the Chelan County Comprehensive Plan
5. The applicant is required to review and submit documentation showing compliance with all Chelan County Code, including but not limited to Title 4, Title 11, Title 12, Title 14, and Title 15.

GENERAL INFORMATION

Please provide a narrative of the proposed project including, but not limited to, all proposed activities, uses and development (attach additional sheets if needed):

☐ Narrative attached

Please complete the following:

1. Any related files (such as Pre-Applications): _____
2. Is the subject property located within an Urban Growth Area (UGA)? ☐ No ☐ Yes
If "yes", which UGA? _____
3. Please describe adjacent land uses in all directions around the subject property:
North: _____
South: _____
East: _____
West: _____
4. What is the current use of the property? _____
5. Sanitation Disposal: ☐ N/A ☐ Septic Permit ☐ Sewer District: _____
6. Water Source: ☐ N/A ☐ Single Private Well ☐ Shared Private Well ☐ Group B
☐ Public Water Supplier: _____
7. Irrigation Water:
☐ N/A ☐ Yes (Private) ☐ Yes (Public) Irrigation District/Purveyor: _____
8. Fire District: _____ School District: _____
9. Power Service: _____
10. Are there critical areas or critical area buffers on the property?
☐ Airport Overlay: _____
☐ Aquifer Recharge Area (see attached)
☐ Floodplain / Floodway _____
Geologically Hazardous Areas (11.86.020) on the site or within the specified distance of the site:
☐ Alluvial Fan (250') ☐ Known Historic Hazardous Area (250') ☐ Slopes > 40% (250')
☐ Erosive soils (on-site) ☐ Landslide ☐ Snow Avalanche (500')
☐ Habitat/Riparian Area, protected species/area: _____
☐ Streams / Waterbodies: _____ ☐ Shoreline Environment Designation: _____
☐ Drainage or Seasonal Stream: _____ ☐ Wetland, if so what category: _____
☐ Cultural or Archeological: _____
11. Will landfill be required? ☐ No ☐ Yes, approximate _____ (cubic yards)
12. Will excavation be required? ☐ No ☐ Yes, approximate _____ (cubic yards)
13. Has site preparation been started on the site? If so, to what extent?

14. Are there plans for future additions, expansions, or further activity related to or connected with the proposal?

15. Provide a development schedule with the approximated dates of commencing and completing construction or proposed activity:

16. Are there any other applications pending for governmental approvals for this or other proposal affecting the property covered by this proposal? ☐ No ☐ Yes, please list:

AQUIFER RECHARGE AREA DISCLOSURE SECTION

Pursuant to Chelan County Code (CCC), Section 11.82.030: An applicant seeking to develop property which requires a development permit, not otherwise exempted from the requirements of this chapter, shall submit with the application this certified statement, which lists criteria (5)(A) through (5)(D), (6), and (7) as set forth in CCC, Section 11.82.040 and indicate whether the criteria apply or do not apply to the site or development.

*****Any development application that fails to contain this statement or fails to indicate whether any one of the criteria apply or do not apply shall be rejected and only accepted upon resubmission of the completed statement. "Unknown" or similar responses will not be accepted.*****

If the administrator determines the development meets one or more of criteria (1) through (4) of CCC, Section 11.82.040, or if the administrator determines the development meets criterion (5) of CCC, Section 11.82.040 and the applicant indicates the development meets one or more of criteria (5)(A) through (5)(D), or if the applicant indicates the development meets one or more of criteria (6) or (7) of CCC, Section 11.82.040, the development shall require a hydrogeologic evaluation as described in CCC, Section 11.82.050. If the development has a medium or high vulnerability rating, the development shall be subject to the performance standards of CCC, Section 11.82.060.

If the administrator determines that criteria (1) through (5) of CCC, Section 11.82.040 do not apply to the development and an applicant's statement asserts that criteria (6) and (7) of CCC, Section 11.82.040 do not apply to the development, the administrator will accept the statement and proceed with the permitting or approval process, except if the administrator has or obtains information prior to the permit or approval being finalized, which clearly establishes the applicant's statement is incorrect. In which case, the applicant will be advised in writing of the inconsistent information and advised to either (A) provide an amended statement adding the evaluation criteria as being applicable and complete a hydrogeologic evaluation of the development pursuant to CCC, Section 11.82.050, or (B) present sufficient countering information clearly establishing that the basis for the department's concern is incorrect. If the applicant selects to proceed under (B), upon receipt of the applicant's information, the administrator shall review the information and obtain whatever additional assistance may be required to resolve the issue. The final determination as to whether a determination of vulnerability is required shall be made by the administrator.

EVALUATION CRITERIA:

The applicant is required to determine the vulnerability rating for any development permit, not otherwise exempted, and meets any one of the criteria below. Please check the boxes that apply to your project:

- ☐ 1. Within a wellhead protection area designated under WAC 246-290-135
- ☐ 2. Within a critical aquifer recharge area mapped and identified by a qualified groundwater professional
- ☐ 3. Within a sole source aquifer recharge area designated pursuant to the Federal Safe Drinking Water Act
- ☐ 4. Within an area established for special protection pursuant to a groundwater management program, Chapters 90.44, 90.48, and 90.54 RCW, and Chapters 173-100 and 173-200 WAC
- ☐ 5. The site contains highly permeable soils, which include types 1, 2 and 3 under WAC 246-272A-0220, Table V or soils mapped by US Department of Agriculture Natural Resources Conservation Service as having saturated hydraulic conductivity (Ksat) classification of Moderately High or identified as Hydrologic Soil Group "A" and:
 - ☐ A. The site will be utilized for hazardous substance (defined in Chapter 70.105 RCW) processing, storage or handling in applications or quantities larger than is typical of household use; or
 - ☐ B. The site is currently or will be utilized for commercial or industrial activities listed in the US Environmental Protection Agency's Potential Sources of Drinking Water Contamination Index that can be found in Appendix A to Department of Ecology's Critical Aquifer Recharge Area Guidance Document; or
 - ☐ C. The development involves a major subdivision and includes present or future plans to construct dwelling units that will not be connected to a public sewer system and any of the lots are less than one net acre in size; or
 - ☐ D. The proposed commercial and industrial site is not on a public sewer system and the main structure exceeds four thousand square feet;
- ☐ 6. The proposed use is as a commercial feedlot, landfill, junkyard, salvage yard, or auto wrecking yard, or
- ☐ 7. The site will be used for above ground application of sewage or sludge.

Development proposals for a single-family residential dwelling, accessory dwelling unit, or accessory building that is connected to a public sewer system or has a septic permit approved by the Chelan-Douglas health district shall be exempt from hydrogeologic evaluation under CCC, Section 11.82.050.

CANNABIS DISCLOSURE SECTION**SUB-SECTION I: Circle**

I AFFIRM there **IS NOT** or **IS** (circle one) an existing or pending Liquor and Cannabis Board (LCB) license or approval for cannabis production, processing, or retail located on the property that is the subject of the requested development permit or approval.

If you circled "**IS NOT**" above, proceed to Sub-Section III of this form.

If you circled "**IS**" above, proceed to Sub-Section II of this form.

SUB-SECTION II: You must read the below statements, initial on the space provided, and then proceed to Sub-Section III.

- _____ I ACKNOWLEDGE AND UNDERSTAND that all cannabis-related activities, development, uses and construction must comply with Chelan County regulations, including but not limited to Chelan County Code Section 11.100.
- _____ I ACKNOWLEDGE AND UNDERSTAND that only those cannabis-related uses authorized pursuant to Chelan County Code Section 11.100 are permitted within Chelan County. All other commercial and noncommercial licensed or registered cannabis uses, including but not limited to cannabis research facilities and medical cannabis cooperatives, are prohibited within all zones of Chelan County.
- _____ I ACKNOWLEDGE AND UNDERSTAND that pursuant to Chelan County Code Section 11.100 a conditional use permit is required to engage in the production or processing of cannabis within Chelan County, and that all cannabis producers and processors must register annually with Chelan County and pay the appropriate registration fee.
- _____ I ACKNOWLEDGE AND UNDERSTAND that it is the responsibility of the property owner to submit for and obtain all necessary development permits and approvals prior to engaging in cannabis-related activities, development, uses or construction, including but not limited to conditional use permits for the production or processing of cannabis, building permits, change of use/occupancy permits, shoreline permits, variances, and mechanical permits.

SUB-SECTION III: Please select one of the following:

- ☐ I certify with the signature below that the building or land use permit requested **IS NOT** related to or in any way supportive of existing or planned cannabis-related activities, development, uses or construction on the property. I further certify that any authorized activities, development, uses or construction **WILL NOT** be utilized to support or expand cannabis-related activities, development, uses or construction.
- ☐ I certify with the signature below that the building or land use permit requested **IS** related to or in support of existing or planned cannabis-related activities, development, uses or construction on the property. I certify that any authorized activities, development, uses or construction will be in strict compliance with LCB licensure requirements and all applicable laws and regulations including but not limited to Chelan County Code, Chapter 69.50 RCW (Uniform Controlled Substances Act), Chapter 69.51A (Medical Cannabis), Chapter 19.27 RCW and WAC Title 51 (State Building Code), Chapter 58.17 RCW (Plats-Subdivisions-Dedications), Chapter 90.58 RCW (Shoreline Management Act), Chapter 314.55 WAC, and the Chelan County Shoreline Master Program.

SITE PLAN CHECKLIST SECTION

- ☐ Two copies of site plan are required. Must be drawn to standard engineering/architect's scale, such as 1"=100'. Indicate the scale used. Must include North arrow, and be drawn on grid paper or engineering plan format. For large parcels, applicant may submit a two-page site plan, the first page depicting the entire lot at a convenient scale and the second page depicting an enlargement of the developed area at a larger scale.
- ☐ Label all property lines/boundaries, dimensions, and area of lot/parcel (square feet or acreage).
- ☐ Label the location, size, and use of all existing building(s). Identify the distance between property lines and buildings. Label structures with previous building permit number(s) issued if applicable.
- ☐ Label the location, size, and use of all proposed structure(s) (temporary or permanent) to include dimensions of all decks, porches, cantilevers, bay windows, roof overhangs, retaining walls, patios, chimneys, landings and stairs.
- ☐ Identify the location, dimensions and volume of all existing and proposed propane tanks, fuel tanks, etc., both above ground and underground, as well as setback from property lines.
- ☐ Identify land features such as top and bottom of slopes, direction of slope and any areas of erosion.
- ☐ To ensure proper scanning and recording, site plans shall not contain any imagery overlay layers.

- ☐ Identify and label all water features to include, ponds, springs, ravines, streams, creeks, lakes, rivers, irrigation laterals, canals, ditches, wetlands, bogs, areas of saturated ground, flood plain, floodway. Identify the closest distance between the ordinary high water mark and proposed/existing structures.
- ☐ Label the name and width of roads bordering the property and indicate whether they are public or private.
- ☐ Locate the width of existing and proposed driveways/accesses serving each structure. Include stormwater control facilities such as drains, detention ponds, connection lines, catch basins, etc.
- ☐ Label all existing and proposed parking spaces/areas. Parking in residential districts is typically not allowed in the front yard setback area. All parking shall have durable and dustless surfaces suited to all weather use, unless required otherwise. If applicable, show handicapped parking and accessible routes to the structure and within the site to other structures and features.
- ☐ Identify and label all easements and widths, deed restrictions, other encumbrances, and/or issues restricting or affecting the use or condition of the property, including but not limited to access, utilities, railroads, irrigation and overhead power. Include the Auditor's file number(s). *Before Any Development Occurs, Please Call 1-509-661-8400 To Locate Any PUD Easements!*
- ☐ Show the location of all existing and proposed overhead and underground utilities including, but not limited to water, sewer, gas, and electrical.
- ☐ Identify location of water lines, well and sanitary control radius. Note: A sanitary control radius around an off-site well may impact your project if it overlaps onto your parcel.
- ☐ Identify location of all well(s), septic/pump tank, drain field, reserve area and tight line involving the proposed structure(s). Show the distance from proposed structure(s) to septic tank, drain field, drinking water well source(s), and any water body, wetland area and/or flood plain to ensure they meet the required horizontal setbacks from each other and property lines. See Chelan Douglas Health District Horizontal Setback Table for details. If applicable, the approved Health District and County site plan must be identical.
- ☐ If drinking water wells, septic tank/drain field is off site, show the location of these systems on the adjacent property or properties and provide a copy of the easement agreement(s).
- ☐ If applicable, identify existing and proposed landscaping, screening and/or fencing. (Show type of landscaping, size, spacing, and provisions for irrigation).
- ☐ If applicable, include outdoor lighting and signage. Label each as existing or proposed.

ACKNOWLEDGEMENT SECTION

If the Applicant is not the owner of the property, this application and acknowledgment shall also be executed (signed) by each property owner.

By submitting this application, I acknowledge and certify the following:

Initials

(Owner and, if applicable, Applicant)

- | | |
|--|---|
| _____

_____ | 1. All applications will be reviewed for completeness and processed according to Chelan County Code Title 14. Each application may be denied if not consistent with all Chelan County Codes, adopted regulations, Comprehensive Plan and related plans or studies.

2. This application does not constitute approval of the proposed development and Chelan County does not make any guarantee, either express or implied, that this application will be approved.

3. False statements, errors and/or omissions in this application or information provided with or in regard to this application may be sufficient cause for denial of the request.

4. Additional permit applications and approvals may be necessary to conduct specific activities.

5. Application fees are non-refundable, except when approve by the Board.

6. In the event of any legal proceeding to challenge this application, any environmental determination or any other aspect of the proposed development, the applicant/owner(s) shall be solely responsible to defend such challenge and pay all court costs and attorney's fees necessary for such defense. |
|--|---|

- ____ 7. Chelan County is hereby given consent to enter the property(ies) listed above.
- ____ 8. I certify that I am the property owner, or authorized agent of the property owner, and I have familiarized myself with the rules and regulations of Chelan County with respect to making this application.
- ____ 9. I certify that I possess full legal authority and rights necessary to exercise control over the subject property.
- ____ 10. I certify that this application has been made with the consent of the lawful property owner(s).
- ____ 11. I certify that all Easements, Deed Restrictions, other encumbrances, and/or issues restricting or affecting the use or condition of the property have been accurately disclosed and are shown on the site plan submitted with this application.
- ____ 12. This application shall be subject to all additions to and changes in the laws, regulations and ordinances applicable to the proposed development until a determination of completeness has been made pursuant to Section 14.08.030.

I certify (or declare) under penalty of perjury and under the laws of the State of Washington that the foregoing and all information submitted with this application is true, correct and complete to the best of my knowledge.

Owner Signature: _____ **Place:** _____ **Date:** _____

Print Name: _____

Owner/Applicant/Agent Signature: _____ **Place:** _____ **Date:** _____

Print Name: _____

Owner/Applicant/Agent Signature: _____ **Place:** _____ **Date:** _____

Print Name: _____