



Shaping
our community
together

CITY
OF **LACEY**

DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT
420 College Street SE, Lacey, WA 98503 (360) 491-5642

OFFICIAL USE ONLY

Date: _____

Case #: _____

Received By: _____

Planner: _____

Related Cases: _____

CONDITIONAL USE PERMIT SUPPLEMENTAL

(This form to be accompanied by the General Land Use Application)

Project Information

Applicant Name and Phone Number: _____

Authorized Rep. Name and Number: _____

Project Name: _____

Planning Project Number: _____

Summary Of Request (list types of uses)

Hours of Operation (include number of days per week): _____

Total Square Footage of Site: _____ Total Square Footage in Paved or Covered Surfaces: _____

Number of Dwelling Units: Proposed: _____ Permitted: _____

Existing Zoning

Existing Zoning Designation: _____ Comprehensive Plan Designation: _____

How does the project conform to the Comprehensive Plan and Zoning Ordinance (attach additional sheets with narrative if necessary)? _____

Essential Public Facility? _____ Type One: _____ Type Two: _____ Type Three: _____

Commercial Uses

Total gross square footage of commercial buildings: _____

Description of each commercial use: _____

What provisions have been made to safeguard the adjoining properties against any detrimental effects caused by the development? _____

What provisions have been made to make the development compatible with the appearance and character of the surrounding neighborhood? _____

Protective Covenants

Are there protective covenants for the subdivision in which this use is to be located? _____

If so, attach a copy of the covenants and explain how the proposed use does or does not conform to the covenants. Cite specific section(s) of the covenants for reference: _____

Day Care Centers And Nursery Schools

Maximum Number of Students: _____ Estimated Maximum Vehicular Trips Generated: _____

How are these vehicular trips distributed by mode and time of day? _____

Attach a commercial traffic generation worksheet to the application form.

Essential Public Facilities Identified:

Does the proposed use meet the definition and criteria of 16.66.060 for essential public facilities review:

Yes No

If yes, what type of facility is it classified as:

Type 1 Type 2 Type 3

Please see additional submittal requirements for Type 1 and 2 essential public facilities below.

I affirm, under penalty of perjury, that all answers, statements, and information submitted with this application are correct and accurate to the best of my knowledge. I also affirm that I am the owner of the subject site or am duly authorized by the owner to act with respect to this application. Further, I grant permission from the owner to any and all employees and representatives of the City of Lacey and other governmental agencies to enter upon and inspect said property as reasonably necessary to process this application. I agree to pay all fees of the City that apply to this application.

Print Name

Signature

Date

Please attach all applicable supplemental forms

ALL APPLICANTS MUST SUBMIT THE FOLLOWING INFORMATION

- 1. 15 copies of General Land Use Application**
- 2. Environmental Checklist (if required) with original signature, and 15 copies (must include thumbdrive containing .pdf copies of all submittal materials, including applications)**
- 3. All Application Fees**
- 4. 15 copies of the site plan drawing and Conditional Use Permit application shall be submitted, the site plan drawing shall include all of the following items:**

NOTE: The site plan must be at a scale of not less than 20 feet to an inch and not more than 100 feet to an inch.

- a. The location of all existing and proposed structures, including, but not limited to, buildings, fences, culverts, bridges, roads and streets. Include setbacks from property lines.
- b. The boundaries of the property proposed to be developed.
- c. All means of vehicular and pedestrian ingress and egress to and from the site and the size and location of driveways.
- d. The location and design of off-street parking areas showing their size and location for internal circulation and parking spaces.

When Applicable:

- e. All proposed and existing buildings and setback lines.
- f. All areas, if any, to be preserved as buffers or to be dedicated to a public, private or community use for open space.
- g. All existing and proposed easements.
- h. The location of all utility structures and lines.
- i. The storm water drainage systems from existing and proposed structure, together with an estimate of existing maximum storm runoff.
- j. The location of all loading spaces, including, but not limited to, loading platforms and loading docks where trucks will load or unload.

Additional Submittals for Essential Public Facilities

For Type One and Type Two essential public facilities an analysis including the following shall be provided:

- a. An evaluation of the site's capability to meet basic siting criteria for the proposed facility, such as size, physical characteristics, access, and availability of necessary utilities and support services;
- b. An explanation of the need for the proposed facility in the proposed location;
- c. The site's relationship to the service area and the distribution of other similar public facilities within the service area or jurisdiction, whichever is larger; and
- d. A general description of the relative environmental, traffic, and social impacts associated with locating the proposed facility at the alternative sites which meet the applicant's basic siting criteria. Proposed mitigation measures to alleviate or minimize significant potential impacts shall be included.
- e. A brief description of the process used to identify and evaluate the alternative sites.
- f. Proof of published 90 day advanced notice regarding the proposed project in a newspaper of general circulation shall also be submitted.

ADJACENT PROPERTY OWNERS LIST REQUIRED – SEE PAGE 4

ADJACENT PROPERTY OWNERS LIST

PROJECT: _____

Please submit an adjacent property owners mailing list on mailing labels. Include all property owners within 300 feet of subject parcel.

Addresses are to be obtained from a title company and shall be based on the Thurston County Assessor's records.

Please be sure to also include mailing labels for the owner, applicant, engineer, architect, and representative.

See example below for format:

<p>EXAMPLE Joe Jones PO Box 1900 Lacey, WA 98503</p>
