



## City of Pacific



# **CONDITIONAL USE** **PERMIT**

### **DEFINITION AND PURPOSE:**

A Conditional Use Permit (CUP) is a permit granted by the Hearing Examiner which sets special conditions regarding a use in a zone where the use is not normally allowed. The CUP process is a means of imposing special conditions and requirements on development, so that the compatibility of uses shall be maintained considering other existing and potential uses within the general area where the conditional use is proposed. Conditions imposed on a CUP will reasonably assure that a nuisance or hazard to life or property will not occur. The CUP process is not a means to reduce the requirements of a zoning district where the conditional use is proposed.

### **SUBMITTAL:**

1. Filing Fee: \$ 750.00 plus Time and Materials
2. Deposit: \$2,000.00
2. Technology Fee: \$5.00
3. Hearing Examiner Fee: Hourly Rate
4. Respond to conditional use permit criteria listed under Pacific Municipal Code (PMC) 20.20.
5. Please submit all items listed on the attached checklist.

### **PROCEDURE FOR HEARING EXAMINER VARIANCE:**

1. It will take approximately 2-4 months from the date of filing a complete application for the public hearing and legal notice requirements to be met.
2. A date will be set for a public hearing before the Hearing Examiner and you will be notified. You will be sent a copy of the staff recommendation at least 10 days prior to the hearing.
3. A "Notice Board" (see example attached) shall be posted on the property in conformance with the Pacific Municipal Code. An "Affidavit of Installation" shall be submitted to the City that the "Notice Board" has been installed on the property. The "Notice Board" shall be installed on the property on or before the date the public hearing notice is published in the newspaper.

4. The Hearing Examiner's decision is final unless appealed in writing pursuant to RCW 36.70C.040.

## **CONDITIONAL USE PERMIT APPLICATION**

**File No.** \_\_\_\_\_ **Parcel No.** \_\_\_\_\_

**1. Business Name:** City of Pacific \_\_\_\_\_

**2. Applicant Information:**

Name: Jim Morgan, City of Pacific Public Works \_\_\_\_\_

Address: 1003rd St SE \_\_\_\_\_

Phone: (253) 929-1198 \_\_\_\_\_ Alt Phone: \_\_\_\_\_

Fax: \_\_\_\_\_ Email: jmorgan@ci.pacific.wa.us \_\_\_\_\_

Status: (owner, lessee, agent, etc.) Public Works Manager \_\_\_\_\_

**3. Legal Property Owner Information:**

Name: City of Pacific \_\_\_\_\_

Address: 1003rd St SE \_\_\_\_\_

Phone: (253) 929-1100 \_\_\_\_\_ Alt Phone: \_\_\_\_\_

Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**4. Designated Contact Person (who will receive and disseminate all correspondence from the City):**

Name: Ross Widener, Widener & Associates \_\_\_\_\_

Address: 1902 120th Pl SE, Ste 202 Everett, WA 98208 \_\_\_\_\_

Phone: (425) 332-3961 \_\_\_\_\_ Email: rwidener@prodigy.net \_\_\_\_\_

**5. Property:**

Address: N/A \_\_\_\_\_

Zone: Heavy Industrial, Light Industrial, Commercial    Size: (sq ft) 149,245    Acres: .343

Legal Description: Legal right-of-way of Stewart Road between the Stewart Road Bridge and Valentine Ave including the Stewart Road and Butte Avenue intersection and the Valentine Avenue and Stewart Road intersection

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**5. Use:**

Proposed use of property (in detail): The project area is currently and will be a transportation corridor. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Attach additional pages as necessary)

Changes to be made to the property: Changes to the project area include roadway expansion, sidewalk construction, American's with Disability Act (ADA) ramp construction, utility construction and removal, landscaping, signalization improvements, stormwater conveyance and treatment system construction, luminaire construction, and median construction.



\_\_\_\_\_  
**Applicant's Signature**

\_\_\_\_\_  
**Owner's Signature**

Ross Widener

\_\_\_\_\_  
**Please print name**

\_\_\_\_\_  
**Please print name**

December 31, 2019

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Date**

**CONDITIONS FOR APPROVAL:**

The applicant must justify that the Conditional Use request meets the minimum criteria for approval by the Hearing Examiner (Submit additional pages as necessary). These criteria are listed below.

1. **PMC 20.20.060:** The location, size, design, and operating characteristics of the proposed development will be compatible with and will not adversely affect the livability or appropriate development of abutting properties and the surrounding neighborhood, with consideration to be given to harmony in scale, bulk, coverage, and density, to the availability of public facilities and utilities. Consideration will be given to the harmful effect, if any, upon desirable neighborhood character, to the generation of traffic and the capacity of surrounding streets, and to any other relevant impact of the development;

The proposed project involves the widening of the Stewart Road SW between Valentine Avenue SE and Butte Avenue E. This project will connect to completed improvements west of Valentine Avenue SE and will also allow for a smooth transition once the Stewart Road Bridge is replaced. Upon completion, both motorized and non-motorized users will be able travel safer and more efficiently through this transportation corridor. Adjacent properties are industrial and commercial. Driveway improvements to several of these properties are included in this project.

2. **PMC 20.20.070:** The location, design, and site planning of the proposed development will provide a convenient and functional living, working, shopping, or civic environment, and will be attractive as the nature of the use and its location and setting warrants;

The project is located at an existing transportation corridor, so the function of the project area will not be changed. Upon completion, this transportation corridor will function more efficiently and will be safer for both motorized and non-motorized users. Minimal impacts will occur within the shoreline and buffer zone where weeds and grass will be cleared to expand the roadway. The shoreline area impacted currently does not function as a riparian buffer. No trees will be removed for this project.

3. **PMC 20.20.080:** The proposed development will enhance the successful operation of the surrounding area in its basic community functions, or will provide an essential service to the community or region.

The proposed project will improve the efficiency and safety of Stewart Road directly west of the Stewart Road Bridge. The project will allow for safer passage for both motorists and non-motorized users. The project will allow people to cross the White River quicker. The project will also improve emergency response times. Adjacent businesses will benefit from easier non-motorized and vehicular travel to their locations. Driveway improvements are also proposed for several of these businesses as part of this project.

## INSTRUCTIONS FOR OBTAINING ADDRESS LABELS

***\*Please Note – Mailing labels with adjacent property owner addresses may be purchased from King or Pierce County or prepared by a licensed title company. Mailing labels shall be on a 30 label per page format. Tax Assessor’s map(s) showing the 300 foot radius around the exterior property lines of the proposal shall be submitted with the application.***

### **REMINDER:**

Envelopes and postage shall be provided by the applicant. A copy of the labels shall be made before individually placing them on stamped legal sized envelopes (9 ½” x 4 ½”) with the City’s return address. A City of Pacific rubber stamp will be provided to the applicant upon request for the return address. **(NO METERED MAIL)**

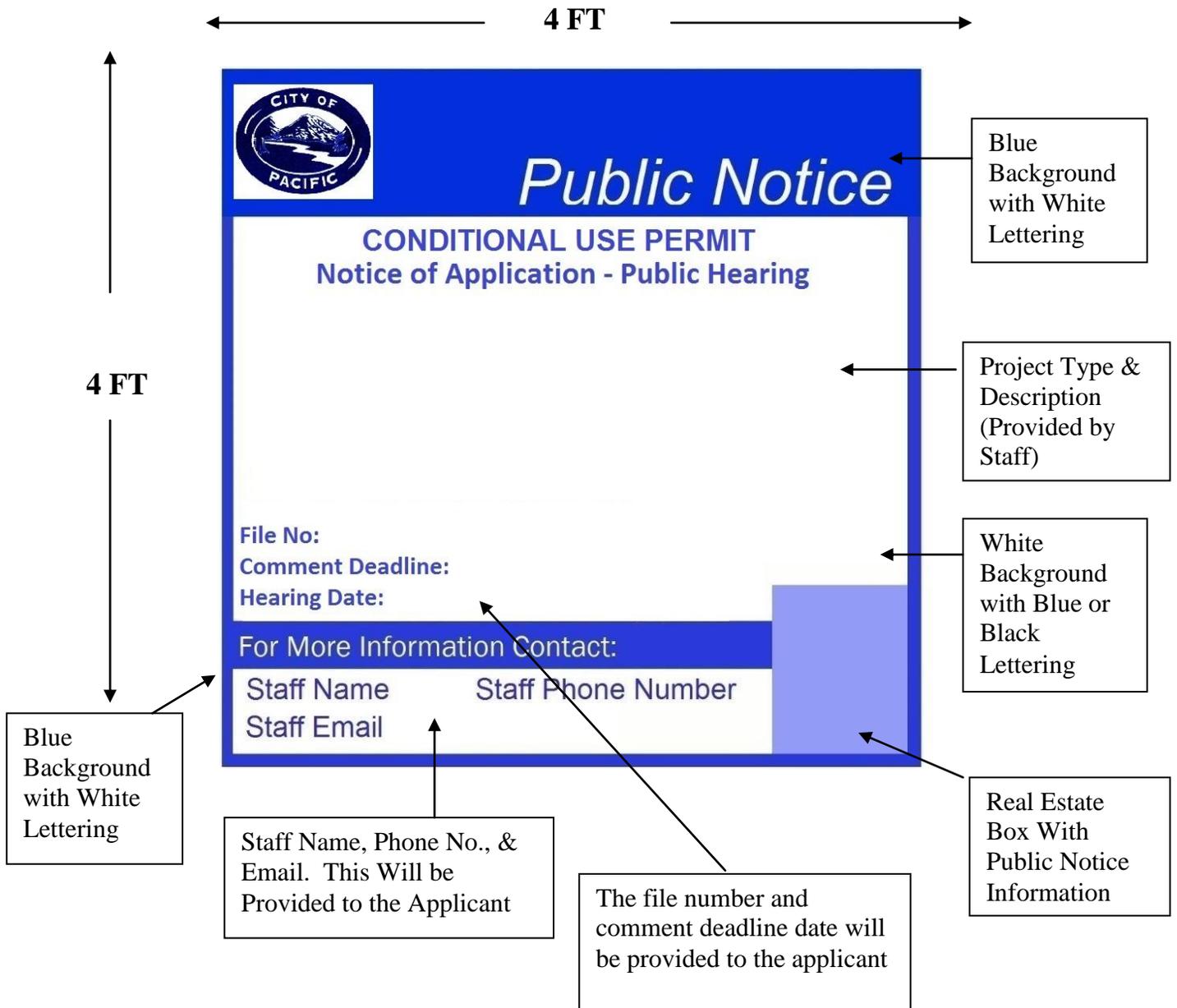
### **RETURN ADDRESS:**

City of Pacific  
Dept. of Community Development  
100 3<sup>rd</sup> Ave. SE  
Pacific, WA 98047

## NOTICE BOARD

The notice board shall be four feet (4') by four feet (4') and shall have a sky blue background with white lettering for the City logo, "Public Notification", and contact information. Project lettering, stating the land use/project action shall be blue or black on a white background (the illustration below is an example. The type of action, dates, and all pertinent information will be supplied by the City):

- a. Helvetica or similar standard type face;



## CONDITIONAL USE PERMIT APPLICATION CHECKLIST

The following materials are the **minimum** materials that must be submitted to review your application to determine that it is complete or incomplete as provided under RCW 36.70B.070. Additional information may be required after review of your proposal. This checklist is provided for your benefit and to aid the City in determining if your application contains the minimum information necessary to review your application. Please do not turn in your application until all items which apply to your proposal have been checked off. **Incomplete submittals will not be accepted or acted upon. This application also will not be accepted if you have not had a preapplication meeting with the City. This checklist must be submitted for your application to be reviewed.** If you have any questions, contact the Department of Community Development.

***RETURN COMPLETED CHECKLISTS PART I AND PART II WITH YOUR APPLICATION OR APPLICATION WILL NOT BE ACCEPTED.***

*For Office Use Only*

**Date Submitted:** \_\_\_\_\_ **Date of Pre-App. Meeting:** \_\_\_\_\_

**Part I – Plan Submittal**

	<u>Applicant</u>	<u>Staff</u>
1. Completed Application form	_X_	_____
2. A legal description of the subject property is provided.	_X_	_____
3. If you are given an Environmental Checklist, all questions are answered and the checklist is signed.	_X_	_____
4. A check to the City of Pacific for the filing fee and Environmental Checklist fee (if required)	_X_	_____
5. All oversized plans folded to 8 1/2" x 14".	_X_	_____
6. One paper reduction of each oversized plan		

- |   |                         |                     |  |
|---|-------------------------|---------------------|--|
| to 8 1/2" x 11".  | <u>  X  </u>            | _____               |  |
|   | <b><u>Applicant</u></b> | <b><u>Staff</u></b> |  |
| 7. <b>An electronic copy of all submittals on disk.</b>   | <u>  X  </u>            | _____               |  |
| 8. County Assessor's Map(s) showing a 300' radius around edges of subject property  | <u>  X  </u>            | _____               |  |
| 9. A minimum of two (2) sets stamped, legal size envelopes addressed to each property owner within 300' of the subject property (see attached directions) with the return address for the City of Pacific Community Development Department. A return address stamp is available for your use. <b>(NO METERED MAIL).</b> | <u>  X  </u>            | _____               |  |
| 10. A photocopy or printout of names and addresses.   | <u>  X  </u>            | _____               |  |
| 11. <b>Four (4) completed Part II site plan checklist copies <u>must be submitted.</u></b>  | <u>  X  </u>            | _____               |  |
| 11A. <b>SUBMITTAL OF THE FEE OBLIGATION FORM</b>  | <u>  X  </u>            | _____               |  |

**Part II – Site Plan Requirements**

***(PART II – SITE PLAN REQUIREMENTS CHECKLIST MUST BE COMPLETED BY THE ENGINEER, SURVEYOR, OR ARCHITECT AND FOUR (4) COPIES SUBMITTED OR SUBMITTAL WILL BE DENIED).***

- |   |                        |                     |
|---|------------------------|---------------------|
|   | <b><u>Engineer</u></b> | <b><u>Staff</u></b> |
| 11. A dimension site plan drawn to scale showing the following: |                        |                     |
| a. Dimension and shape of lot with adjacent street              |                        |                     |

- names; \_\_\_\_\_
  
- b. Location and dimensions of existing and proposed buildings (engineering scale only) including the building height of proposed buildings; \_\_\_\_\_
  
- c. Adjacent street improvements, ingress and egress, parking layout showing the number of stalls and stall sizes. \_\_\_\_\_
  
- d. Proposed landscaping (size, species, location, planting details, and distance apart) if applicable; \_\_\_\_\_
  
- e. Existing water courses, wetlands, utility lines, structures, rockeries, or other relevant manmade or natural features; \_\_\_\_\_
  
- f. All existing trees over 8" in diameter by species and an indication of which will be saved; \_\_\_\_\_
  
- g. The gross floor area and parking calculations (cite applicable city code); \_\_\_\_\_
  
- h. Existing and finished grades at 5' contours; \_\_\_\_\_
  
- i. Storm drainage, sidewalks, exterior lighting; \_\_\_\_\_
  
- j. The location of any recreation/open space with dimensions; \_\_\_\_\_
  
- k. Proposed public dedication/open space; \_\_\_\_\_
  
- l. Building elevations of the proposal showing two facades at 1"=50', 1"=100' or 1"=200' (engineering scale); \_\_\_\_\_
  
- m. Drawing and/or text describing the scale, bulk, and architectural character of the proposed structure; \_\_\_\_\_
  
- n. A text describing conditions or features which cannot be adequately displayed on maps or \_\_\_\_\_

- drawings; \_\_\_\_\_
  
- o. A description of plans for covenants, uses, and  
continuous maintenance provisions for the project; \_\_\_\_\_
  
- p. Proposed phasing; \_\_\_\_\_
  
- q. Vehicular and pedestrian circulation, any  
special engineering features, and traffic regulating  
devices needed to facilitate or insure the safety  
of this circulation pattern. \_\_\_\_\_