

# Shoreline Exemption Application Packet

## Yakima County Planning Division



Yakima County Planning Division  
128 N. 2nd Street, 4th Floor Courthouse  
Yakima, WA 98901

Phone: (509) 574-2300 Email: [Planning\\_Info@co.yakima.wa.us](mailto:Planning_Info@co.yakima.wa.us)

Application Packets available at: <https://www.yakimacounty.us/781/Applications-Forms>



# SHORELINE EXEMPTION FORM

Form # PLN ENR 004-F1-A  
Revised: 10/20/2020

Yakima County Public Services  
128 North Second Street · Fourth Floor Courthouse · Yakima, Washington 98901  
(509) 574-2300 · 1-800 572-7354 · FAX (509) 574-2301 · [www.co.yakima.wa.us](http://www.co.yakima.wa.us)

***Please answer all the following questions as completely as possible. (If a question is not applicable, write N/A.) In your narrative, please describe Your project in detail to help staff understand what you would like to accomplish.***

## **Scope of Work:**

***Please describe the work you will be doing:***

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## **Code Enforcement Related:**

Is there an active Code Enforcement case on the parcel?: **YES** ☐ **NO** ☐

If yes, please indicate the case number: \_\_\_\_\_

## **Site Visit Information:**

Has a site visit been completed by Planning Staff?: **YES** ☐ **NO** ☐

If yes, please indicate the case number of the Site Visit: \_\_\_\_\_

## **Shoreline Exemption 16D:**

Select the applicable Shoreline Exemption for the proposed development. The shoreline Exemption should be determined through the Environmental Site Visit Request. If an Environmental Site Visit has not been conducted stop this application and submit and Environmental Site Visit Request now. Please check one or more of the following options:

- ☐ 1. Construction by an owner, lessee, or contract purchaser of a single-family residence, including those structures and developments within a contiguous ownership which are a normal appurtenance.
- ☐ 2. Construction of the normal protective bulkhead common to single-family residences.
- ☐ 3. Development and construction for which the total cost or fair market value, whichever is higher, does not exceed \$7,047.00.
- ☐ 4. Construction or practices normal or necessary for farming, irrigation, and ranching activities.
- ☐ 5. Normal maintenance or repair of existing structures or developments, including damage by accident, fire, or elements.
- ☐ 6. Emergency construction necessary to protect property from damage by the elements.
- ☐ 7. Construction of a dock, including a community dock, designed for pleasure craft only, for the private noncommercial use of the owners, lessee or contract purchaser of a single-family and multiple-family residences.

(FOR STAFF USE ONLY)

CASE #: \_\_\_\_\_

DATE: \_\_\_\_\_

REVIEWED BY: \_\_\_\_\_

**RELATED FILES/COD:**

- ☐ 8. The operation, maintenance or construction of canals, waterways, drains, reservoirs, or other manmade facilities created or developed as part of an irrigation system for the primary purpose of making use of system waters.
- ☐ 9. Operation and maintenance of any system of dikes, ditches, drains or other facilities existing on September 8, 1975 which were created, developed, or utilized primarily as part of an agricultural drainage and diking system.
- ☐ 10. Construction or modification, by or under the authority of the Coast Guard or a designated port management authority, of navigational aids such as channel markers and anchor buoys.
- ☐ 11. Any project with a certification from the governor pursuant to chapter 80.50 RCW (Energy facilities – site locations).
- ☐ 12. Watershed restoration project that are authorized by the sponsor of a watershed restoration plan and that implement the plan or part of the plan.
- ☐ 13. Site exploration and investigation activities that are prerequisite to preparation of an application for development authorization under this chapter.
- ☐ 14. The process of removing or controlling spartina and purple loosestrife.
- ☐ 15. A public or private project, the primary purpose of which is to improve fish or wildlife habitat or fish passage.
- ☐ 16. Hazardous substance remedial actions under 70.105D RCW.
- ☐ 17. The removal of trees that are hazardous, posing a threat to public safety, or posing an imminent risk of damage to private property.

**Other Agency Consultation:**

Have you consulted with another government agency regarding this project?: YES ☐ NO ☐

If yes, please state any permits you have applied for with other agencies:\_\_\_\_\_

**Shoreline Information:**

Shoreline Designation:\_\_\_\_\_

Shoreline Lakes and Ponds:\_\_\_\_\_

Shoreline Streams:\_\_\_\_\_

What is the height of the tallest structure? (Feet)\_\_\_\_\_

How far from the shoreline will the project be? (Feet)\_\_\_\_\_



# Environmental Review NARRATIVE

FINAL  
Revised 07-01-16

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The Narrative Form is designed to help you, the application review, interested agencies, and adjacent property owners to the proposal understand the scope of your project and how your project meets the legal requirements in the Yakima County Codes. You should refer to the appropriate sections of the ordinance when describing your proposal if applicable. You can obtain a copy of the ordinance in our office or access it on the internet at:

<http://codepublishing.com/wa/yakimacounty/>

**Narrative Content:** Please tell us the “who”, “what”, “where”, and “why” of your proposal. A list of typical content is provided below. **Please do not limit your project’s description to just these items.** In order for us to conduct a timely review of your project please **be as detailed as possible**. Any missing/confusing information could result in the delay of our review.

Note: Not all content listed below will be pertinent to your proposal. These items are suggestions in order to help you draft your narrative.

## **Suggested Content:**

- Describe the current use of the site including all existing structures with their dimensions, square footage and usage.
- Describe the type of mitigation or adjustment requested.
- Describe which standards are proposed to be adjusted and justify why the standard needs to be adjusted.
- Describe any new or existing structures to be used as part of this proposal.
- Describe how the proposed use will be pertinent to the proposed/existing structures.
- Describe any parking facilities (number of spaces and surface type), landscaping, signage, and lighting that will be associated with your proposal.
- Describe your access to the property and the route of travel to the site.
- Describe the timelines for completion of your proposal.

## **Answer the Following (Required Information):**

1. Is your project within shoreline jurisdiction? ☐Yes ☐No  
What type of shoreline environment? ☐Rural ☐Urban ☐Natural  
☐Conservancy ☐Urban Conservancy ☐Floodway/CMZ
2. Are you applying for an exemption? Please list type of exemption (see WAC173-27-040 Exemption Brochure) \_\_\_\_\_  
\_\_\_\_\_
3. Have you met with a natural resources staff prior to application? ☐Yes ☐No  
From this meeting what type of critical areas are present on your property?  
☐Geologic Hazard ☐FEMA floodplain ☐Wetland ☐Stream ☐Pond  
☐Other Habitat Area: (what type) \_\_\_\_\_

[illegible]



# SHORELINE EXEMPTION BULLETIN

Form # PLN ENR 004-B1-A  
Revised: 4/1/10

Yakima County Public Services

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## Yakima County Shoreline Master Program Exemptions (WAC 173-27-040)

An exemption is a review by Yakima County that confirms proposed actions are consistent with applicable standards and regulations. Only some types of actions are exemptible. A pre-application meeting and exemption application are required prior to the submittal of an exemption request. Please contact the Environmental and Natural Resources Section of the Planning Division for more information.

### Do I qualify for an exemption?

County code provides guidance on the application and interpretation of exemptions. The guidelines are listed below.

Exemptions are interpreted narrowly. Only those developments that meet the precise terms of one or more of the listed exemptions may be granted exemption from the permit process. An exemption from the permit process is not an exemption from compliance with the act or the local master program, nor from any other regulatory requirements. To be authorized, all uses and developments must be consistent with the policies and provisions of the Yakima County Shoreline Master Program and the Shoreline Management Act. A development or use that is listed as a conditional use pursuant to the local master program or is an unlisted use, must obtain a conditional use permit even though the development or use does not require a substantial development permit. When a development or use is proposed that does not comply with the bulk, dimensional and performance standards of the master program, such development or use can only be authorized by approval of a variance.

The burden of proof that a development or use is exempt from the permit process is on the applicant. If any part of a proposed development is not eligible for exemption, then a substantial development permit is required for the entire proposed development project.

Local government may attach conditions to the approval of exempted developments and/or uses as necessary to assure consistency of the project with the act and the local master program.

### What are the exemptions?

The following is a list of exemptions, consisting of activities and developments that shall not require substantial development permits – if all of the development standards outlined in the Yakima County Shoreline Master Program and Critical Areas Ordinance are met:

- (a) Any development of which the total cost or fair market value, whichever is higher, does not exceed five thousand dollars, if such development does not materially interfere with the normal public use of the water or shorelines of the state; \*
- (b) Normal maintenance or repair of existing structures or developments, including damage by accident, fire or elements. "Normal maintenance" includes those usual acts to prevent a decline, lapse, or cessation from a lawfully established condition; \*
- (c) Construction of the normal protective bulkhead common to single-family residences; \*
- (d) Emergency construction necessary to protect property from damage by the elements; \*
- (e) Construction and practices normal or necessary for farming, irrigation, and ranching activities, including agricultural service roads and utilities on shorelands, construction of a barn or similar agricultural structure, and the construction and maintenance of irrigation structures including but not limited to head gates, pumping facilities, and irrigation channels: Provided, That a feedlot of any size, all processing plants, other activities of a commercial nature, alteration of the contour of the shorelands by leveling or filling other than that which results from normal cultivation, shall not be considered normal or necessary farming or ranching activities;



# SHORELINE EXEMPTION BULLETIN

Form # PLN ENR 004-B-A  
Revised: 10/29/2009

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- (f) Construction or modification of navigational aids such as channel markers and anchor buoys; \*
- (g) Construction on shorelands by an owner, lessee or contract purchaser of a single-family residence for their own use or for the use of their family, which residence does not exceed a height of thirty-five feet above average grade level and which meets all requirements of the state agency or local government having jurisdiction thereof, other than requirements imposed pursuant to chapter 90.58 RCW. "Single-family residence" means a detached dwelling designed for and occupied by one family including those structures and developments within a contiguous ownership which are a normal appurtenance; \*
- (h) Construction of a dock, including a community dock, designed for pleasure craft only, for the private noncommercial use of the owner, lessee, or contract purchaser of single-family and multiple-family residences. A dock is a landing and moorage facility for watercraft and does not include recreational decks, storage facilities or other appurtenances; \*
- (i) Operation, maintenance, or construction of canals, waterways, drains, reservoirs, or other facilities that now exist or are hereafter created or developed as a part of an irrigation system for the primary purpose of making use of system waters, including return flow and artificially stored ground water from the irrigation of lands;
- (j) The marking of property lines or corners on state-owned lands, when such marking does not significantly interfere with normal public use of the surface of the water;
- (k) Operation and maintenance of any system of dikes, ditches, drains, or other facilities existing on September 8, 1975, which were created, developed or utilized primarily as a part of an agricultural drainage or diking system;
- (l) Any project with a certification from the governor pursuant to chapter 80.50 RCW;
- (m) Site exploration and investigation activities that are prerequisite to preparation of an application for development authorization under this chapter;
- (n) The process of removing or controlling aquatic noxious weeds, as defined in RCW 17.26.020, through the use of an herbicide or other treatment methods applicable to weed control that are recommended by a final environmental impact statement published by the department of agriculture or the department of ecology jointly with other state agencies under chapter 43.21C RCW;
- (o) Watershed restoration projects as defined herein. Local government shall review the projects for consistency with the shoreline master program in an expeditious manner and shall issue its decision along with any conditions within forty-five days of receiving all materials necessary to review the request for exemption from the applicant. No fee may be charged for accepting and processing requests for exemption for watershed restoration projects as used in this section; \*
- (p) A public or private project that is designed to improve fish or wildlife habitat or fish passage. \*

\* Additional restrictions may apply. Please contact an Environmental and Natural Resources Planner at (509) 574-2300 for additional information.



# CRITICAL AREAS, SHORELINE, & FLOODPLAIN

Form # PLN 011-SC3-A  
Revised 7-1-16

## SITE PLAN SUBMITTAL CHECKLIST

### Planning Division

Yakima County Public Services

128 North Second Street · Fourth Floor Courthouse · Yakima, Washington 98901  
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This supplemental checklist is a required submittal for your flood plain or critical areas proposal. Check the box beside those items you have included on your site plan. Cross through the entire line of an item if you think it does not apply. The Administrative Official may require additional information.

A sample site plan is available for your assistance. For additional information or assistance, please contact the Public Services Department at (509) 574-2300

### Required Site Plan Information:

	Yes	No	
1	<input type="checkbox"/>	<input type="checkbox"/>	All required items on the Site Plan Minimum Requirements Submittal Checklist.
2	<input type="checkbox"/>	<input type="checkbox"/>	Boundary and area of 100 year floodplain, and floodway, if delineated. The location of floodplains and floodways can be found on the website <a href="http://www.yakimap.com">www.yakimap.com</a> .
	<input type="checkbox"/>	<input type="checkbox"/>	<i>Floodplain</i>
	<input type="checkbox"/>	<input type="checkbox"/>	<i>Floodway</i>
3	<input type="checkbox"/>	<input type="checkbox"/>	The location of all wetlands located within 200 feet of the project area along with vegetative buffer(s). A formal delineation (see Critical Areas Report Bulletin) of all wetland areas may be required.
4	<input type="checkbox"/>	<input type="checkbox"/>	Boundary of vegetative buffer, as determined by Natural Resource Planner. Refer to the Critical Areas Ordinance, Yakima County Code Title 16C.06.16 for more information.
5	<input type="checkbox"/>	<input type="checkbox"/>	Location of all vegetation found near a stream or wetland.
6	<input type="checkbox"/>	<input type="checkbox"/>	Channel Migration Zones (CMZ), or the areas within which a river channel is likely to move over a period of time (see Natural Resources Planner).
7	<input type="checkbox"/>	<input type="checkbox"/>	Existing and proposed use areas. (Ex: yard, garden, dog house, gazebo, parking/storage, etc.)
8	<input type="checkbox"/>	<input type="checkbox"/>	Any proposed filling and excavation in the floodplain.
9	<input type="checkbox"/>	<input type="checkbox"/>	Existing and proposed land contours. The contours shall be at intervals sufficient to accurately determine the existing character of the property, slopes, and the extent of proposed change to the land.
10	<input type="checkbox"/>	<input type="checkbox"/>	Area where development could occur without a Shoreline Variance or Critical Areas Adjustment. (if applicable)
11	<input type="checkbox"/>	<input type="checkbox"/>	Mitigation areas for impacts associated with the proposed project.(if applicable)

**By signing this form you are certifying that the above information is attached and accurate.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_





REQUIRED ATTACHMENT:

# YAKIMA COUNTY GENERAL SITE PLAN

Note: Producing the site plan from this template is preferred, however, the template can be substituted for your own drawing (computer aided is acceptable).

Site plan must be drawn with blue or black ink



## LOT COVERAGE CALCULATION

- a) Dimension(s) of existing structure(s)  
b) Building addition/new structure(s) dimension(s)  
c) Existing paved area(s) (driveways, walkways, patios, etc.) TOTAL  
d) Proposed paved area(s)  
e) Total Impervious Surface (a+b+c+d = e)  
f) Lot Size (1 acre = 43,560 sq ft)  
g) Lot coverage (e/f x 100 = g)

## MAP SCALE (check one)

- ☐ Preferred Scale: 1 inch on the map = 20 ft on the ground  
☐ Custom Scale: 1 inch = \_\_\_\_\_

\*Square is 0.20" by 0.20"

## PARKING CALCULATION (Reference Table 19.22 in YCC 19.22)

- \_\_\_\_ S.F. Spaces required: \_\_\_\_\_  
\_\_\_\_ S.F. Spaces provided: \_\_\_\_\_ Surface Type: \_\_\_\_\_

## LOT INFORMATION

- \_\_\_\_ S.F. Parcel #(s): \_\_\_\_\_  
\_\_\_\_ S.F. Site Address: \_\_\_\_\_

## BACKGROUND INFORMATION

- \_\_\_\_ % Owner Name: \_\_\_\_\_  
Site Plan Created by: \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact Phone: (\_\_\_\_\_) \_\_\_\_\_ Date Created: \_\_\_\_\_

Required Site Plan Information:			
	N/A	#	
<input type="checkbox"/>	<input type="checkbox"/>	1	Property line dimensions of all lot(s) involved in the project.
<input type="checkbox"/>	<input type="checkbox"/>	2	The location, width and purpose of all easements (utility, access and/or irrigation) on the site and adjacent to the site.
<input type="checkbox"/>	<input type="checkbox"/>	3	The distance from existing and proposed structures to the centerline of state, county, private roads, or access easement with name, dimension, surface type (paved, gravel or dirt) of road.
<input type="checkbox"/>	<input type="checkbox"/>	4	Existing or proposed driveway locations
<input type="checkbox"/>	<input type="checkbox"/>	5	Location, shape, size, gross floor area, height and types (i.e., house, garage, well house) of all existing and proposed structures, minimum building setbacks from the property lines and other structures, and the total lot coverage.
<input type="checkbox"/>	<input type="checkbox"/>	6	The location, right-of-way widths, pavement widths, curbs, gutters, culverts and names of all existing or platted streets or roads, whether public or private, and other public ways within the subject property or adjacent to any affected lots;
<input type="checkbox"/>	<input type="checkbox"/>	7	Location of well or water systems within 100 feet of the subject property or within a 100 foot well control zone and the distance from any structures within the well control zone. Label as Individual, 2-party, Group B, Group A.
<input type="checkbox"/>	<input type="checkbox"/>	8	Location of proposed or existing septic tank, drain field area, and extension area, as well as replacement areas and distances to structures and property lines
<input type="checkbox"/>	<input type="checkbox"/>	9	The location and dimensions of any existing and proposed utilities, streets, railroads, irrigation and drainage canals, easements and dedication of property within the subject property or adjacent to any affected lots;
<input type="checkbox"/>	<input type="checkbox"/>	10	Critical Areas/Shoreline: River, streams, creek, pond, floodplain, floodway, etc. on or abutting the site (Distance from structure to the ordinary high water mark of the river, stream, creek, etc.)
<input type="checkbox"/>	<input type="checkbox"/>	11	Show the existing topographic contours at intervals of not more than 5' when the ground slopes exceed 10%. Extend 100' beyond the boundaries of the site.

Building Division Application Site Plan Information:			
	N/A	#	
<input type="checkbox"/>	<input type="checkbox"/>	1	Fire apparatus turnaround
<input type="checkbox"/>	<input type="checkbox"/>	2	For larger parcels, draw a simple plan showing the entire lot and indicate which area the new construction is to take place. Attach to the detailed section and submit both.
<input type="checkbox"/>	<input type="checkbox"/>	3	Distance of new structures from all property lines.

Planning Division Application Site Plan Information:			
	N/A	#	
<input type="checkbox"/>	<input type="checkbox"/>	1	Location and dimensions of all proposed exterior land uses.
<input type="checkbox"/>	<input type="checkbox"/>	2	Location of new and/or expanded public and private utility infrastructure.
<input type="checkbox"/>	<input type="checkbox"/>	3	Location of pedestrian and vehicular circulation patterns, sidewalks, trails and bicycle paths.
<input type="checkbox"/>	<input type="checkbox"/>	4	Location of structures on the adjoining lots, which may cause compatibility issues.
<input type="checkbox"/>	<input type="checkbox"/>	5	Proposed location and dimensions of community and other open space.
<input type="checkbox"/>	<input type="checkbox"/>	6	Existing and proposed landscaping, site screening, street trees and storm water drainage facilities.
<input type="checkbox"/>	<input type="checkbox"/>	7	The existing on-site sewage system components and reserve areas and the proposed location for on-site sewage systems and soil test pits for all affected lots not served by an on-site sewage system or other approved wastewater treatment system. The location of structures on the adjoining lots when within 100 feet of a well or on-site sewage disposal system;
<input type="checkbox"/>	<input type="checkbox"/>	8	Proposed contours and grading as they affect lot layout, streets, and drainage ways.
<input type="checkbox"/>	<input type="checkbox"/>	9	Location of adjacent public water, sewer main, fire protection systems and other underground facilities within or adjacent to the development.
<b>Floodplain development:</b>			
<input type="checkbox"/>	<input type="checkbox"/>	10	Description of the extent to which any watercourse will be altered or relocated as a result of the proposed development.
<input type="checkbox"/>	<input type="checkbox"/>	11	The boundaries of the 100-year floodplain, the boundaries of floodways where floodways have been established, and the 100-year base flood elevations where base flood elevations have been established.
<input type="checkbox"/>	<input type="checkbox"/>	12	The boundaries of the 10 and 25-year floodplain using the flood risk maps provided by Yakima County as part the mandatory pre-application conference.
<input type="checkbox"/>	<input type="checkbox"/>	13	Other information as may be required by YCC Titles 13, 16A, 16C or 16D.



# GENERAL APPLICATION FORM

FINAL  
Revised 4/30/20

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*(Staff Use Only – Fill In / Circle As Applicable)*

Zoning District: \_\_\_\_\_ Reviewed By: \_\_\_\_\_  
Proposed Land Use: \_\_\_\_\_ Case #(s): \_\_\_\_\_ Date Submitted: \_\_\_\_\_  
Overlay: Airport / Greenway / Floodplain \_\_\_\_\_  
UGA: \_\_\_\_\_ CAO/Shoreline: \_\_\_\_\_  
Sewer: Septic Clearance / As Built \_\_\_\_\_  
Potable Water: N/A or Exempt \_\_\_\_\_  
Purveyor: \_\_\_\_\_ YCWRS Well: \_\_\_\_\_  
FAAR: \_\_\_\_\_ WUI-FD: \_\_\_\_\_ M / H / E \_\_\_\_\_  
Occupancy: A B E F H I M R R1 R2 R3 S U \_\_\_\_\_  
Type of Construction: IA IIA IIIA IB IIB IIIB IVA IVB VA VB \_\_\_\_\_  
Name of Short Plat, Subdivision or Manufactured Home Park: \_\_\_\_\_ Lot or Space # \_\_\_\_\_

**Please Tell Us About Your Proposal:** *(If you need assistance call us at (509) 574-2300 or in person during office hours)*

Parcel Numbers(s): A. \_\_\_\_\_ B. \_\_\_\_\_ C. \_\_\_\_\_  
Property Owner's Name: \_\_\_\_\_  
Day Phone: \_\_\_\_\_ Company (if any): \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Subject Property Address: *(if Different)* \_\_\_\_\_  
E-mail Address: \_\_\_\_\_  
Scope of Work: \_\_\_\_\_

Are you requesting the Optional Consolidated Permit Review Process as provided under YCC 16B.03.060? Yes ☐ No ☐

**Applying For A Building Permit? Please Fill Out The Following:**

Number of			Total Number of	
Bedrooms:	Existing:	New:	Total:	Bathrooms:
<input type="checkbox"/> New	<input type="checkbox"/> Addition	Size/Dimensions:	Square Footage:	

**Construction Valuation (Contractor Estimate) \$** \_\_\_\_\_

**How will you provide legal domestic water for your project? Please check one below:**

- ☐ **Water right permit** from Department of Ecology (Please attach a copy to this application), or
- ☐ **Letter from an approved water purveyor** stating the ability to provide water, or
- ☐ **A Yakima County Water Resource System (YCWRs) domestic well** within the Agriculture zoning district, or
- ☐ **A Yakima County Water Resource System (YCWRs) domestic well** outside of the Agriculture zoning district, or
- ☐ **Other adequate evidence** of interest in a suitable water right held for mitigation proposed by an existing water bank, or
- ☐ **Yakama Nation Water Code permit** for properties located within the exterior boundaries of the Yakama Nation, or
- ☐ **Documentation that the well site is located outside the Yakima River watershed.**

*Please note that evidence of an adequate water supply must be submitted to Yakima County prior to the issuance of the permit.*

**By signing this form, I agree to the following:**

- I hereby state as true that all ownership interests of the property have reviewed the proposal as presented in the application materials and support the proposed change(s).
- I hereby give Yakima County permission to enter my property during this review to inspect my property as needed.
- I hereby agree to pay all additional fees associated with the processing of this application including but not limited to the Hearing Examiner fees, Transportation fees or any other fees that may be associated with the proposed project.

CONTINUE ON BACK



- I hereby acknowledge that the application with the Yakima County Permit Services Department has been filled out completely.
- I hereby acknowledge that verification of an approved potable water supply is a requirement and part of the procedure to obtain a permit from Yakima County.
- I shall provide Yakima County with proof of an adequate water source as indicated in Ordinance 13-2017 or obtain a YCWRS domestic well permit.
- I understand that Yakima County shall be held harmless for misinterpretation or misrepresentation of documents to obtain my permits.
- I am aware my Permit WILL NOT be issued until I provide proof of an approved source of potable water and associated documentation.

*(If the property is owned by a corporation or LLC please attach documentation showing that the person signing has the authority to sign on behalf of the corporation or LLC.)*

**Please Fill Out This Section In Blue or Black Ink.** *(Please check the box to indicate the primary contact person)*

☐ **Property Owner Signature:** \_\_\_\_\_ (required) Date: \_\_\_\_\_

☐ **Check If You Are Acting As Your Own Contractor** – *(Signature required at declaration at bottom of page)*

☐ **Applicant/Agent:** \_\_\_\_\_

Day Phone: ( ) \_\_\_\_\_ Company (if any) \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

**Signature:** \_\_\_\_\_ Date: \_\_\_\_\_

☐ **Contractor Name:** \_\_\_\_\_

Day Phone: ( ) \_\_\_\_\_ Company (if any) \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Contractor License Number: \_\_\_\_\_

**Signature:** \_\_\_\_\_ Date: \_\_\_\_\_

*If there are additional owners, provide an attachment in the same format and with the same declarations*

**This Section To Be Completed For Construction Permits Only**

**Pursuant to RCW 19.27.095 (2)(i-ii) The requirement for a fully completed construction application shall include:**

- i. The name, address, and phone number of the office of the lender administering the interim construction financing, if any: OR
- ii. The name and address of the firm that has issued a payment bond, if any, on behalf of the prime contractor for the protection of the owner, if the bond is for an amount not less than 50% of the total amount of the construction permit.

If for any reason the information requested below is not available at the time of application, the applicant shall provide the information as soon as it can be reasonably obtained.

☐ **Lending Agency Name:** \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

☐ I acknowledge by checking this box that this project has no lending agency for construction financing.

**Bonding Agency Name:** \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

☐ I acknowledge by checking this box that this project has no bonding agency.

**If you are the Property Owner and Acting as Your Own Contractor, Please Complete the Following Declaration:**

- I acknowledge that I am applying for a permit thru the Yakima County Public Services Department.
- I also acknowledge that I am not a licensed contractor, specialty or general, or that I am not acting as a contractor and wish to be exempt from the requirements of the Washington State Contractor's Act, per RCW 18.27.090, and will abide by all provisions and conditions of the exemption as stated.
- I agree that if I use the assistance of any person(s) to provide labor and/or assistance, I will retain only contractors registered and currently licensed as required under the laws of the State of Washington.

I (print name) \_\_\_\_\_ certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

**Owner Signature:** \_\_\_\_\_ Date: \_\_\_\_\_