

# City of Ritzville

## General Land Use Permit Application

### Agency Use:

File No. _____ Rec'd by: _____ Date rec'd: _____	Application type: <table style="width: 100%; border: none;"> <tr> <td><input type="checkbox"/> Long Plat</td> <td><input type="checkbox"/> Variance</td> <td><input type="checkbox"/> Bldg. Permit</td> </tr> <tr> <td><input type="checkbox"/> Comp Plan Amend</td> <td><input type="checkbox"/> Short Plat</td> <td><input type="checkbox"/> Mech. Permit</td> </tr> <tr> <td><input type="checkbox"/> Zone Change</td> <td><input type="checkbox"/> Cond. Use</td> <td><input type="checkbox"/> Plumb Permit</td> </tr> <tr> <td><input type="checkbox"/> Sign Permit</td> <td><input type="checkbox"/> Other</td> <td><input type="checkbox"/> Fee Paid?</td> </tr> </table>	<input type="checkbox"/> Long Plat	<input type="checkbox"/> Variance	<input type="checkbox"/> Bldg. Permit	<input type="checkbox"/> Comp Plan Amend	<input type="checkbox"/> Short Plat	<input type="checkbox"/> Mech. Permit	<input type="checkbox"/> Zone Change	<input type="checkbox"/> Cond. Use	<input type="checkbox"/> Plumb Permit	<input type="checkbox"/> Sign Permit	<input type="checkbox"/> Other	<input type="checkbox"/> Fee Paid?	<table style="width: 100%; border: none;"> <tr> <td>Date complete: _____</td> </tr> <tr> <td>Hearing date: _____</td> </tr> <tr> <td>Action date: _____</td> </tr> <tr> <td>Effective date: _____</td> </tr> </table>	Date complete: _____	Hearing date: _____	Action date: _____	Effective date: _____
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### Applicant Information:

Property Owner: _____ Mailing Address: _____ City, State, Zip _____ Daytime Phone: _____	Applicant: _____ Mailing Address: _____ City, State, Zip _____ Daytime Phone: _____
Architect/Engineer/Representative: _____ Mailing Address: _____ Daytime Phone: _____ City, State, Zip _____	

### Project & Site Information (attach additional pages if necessary):

Project Description: _____ _____ _____ _____
Site Location: _____ Assessor's Tax No. _____ Addition _____ Block _____ Lot _____ Site Size: _____ Comprehensive Plan Designation: _____ Overlay Zoning: _____ Existing Use: _____ Proposed Use: _____

I affirm that all answers, statements and information submitted with this application are correct and accurate to the best of my knowledge and that the requested activity, if permitted, will be conducted in full compliance with all ordinances of the City of Ritzville all conditions imposed on this permit's approval or the approval of any previous permits affecting development on this site.. I also affirm that I am the owner of the subject site or am authorized by the owner to process this application. Further, I grant permission from the owner to any and all town employees and representatives of governmental agencies to enter upon the property as reasonably necessary to process this application.

Signature \_\_\_\_\_ Print Name \_\_\_\_\_ Date \_\_\_\_\_

### Supplemental Submittal Requirements:

<input type="checkbox"/> SEPA Checklist (For projects not exempt from environmental review. Contact City for checklist on disk.) <input type="checkbox"/> Required Plans (Site plans, building elevations, landscaping plans and/or structural drawings as required by code.) <input type="checkbox"/> Proposed Findings (For discretionary land use permits as outlined in the municipal code.) <input type="checkbox"/> Property Owner Notification List (For land use permits requiring public notice.) <input type="checkbox"/> Other: _____ _____	<b>Fee Calculation:</b> _____ _____
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