121 Alder Street Southwest

Ephrata, Washington 98823

(509) 754-4601
www.ephrata.org

ZONING CODE ADMINISTRATIVE VARIANCE APPLICATION

Date:_____

Tax parcel #:_____ Legal description/Subdivision name:_____

Applicant: (mandatory)

Name:_____ Daytime Phone:_____

Mailing Address:_____Fax Number:_____

City/State/Zip:_____Contact Person:_____

Professional License No:_____ Signature:_____

Property Owner 1: (mandatory if different from applicant; attach additional info/sheets if more than one property owner)

Name:_____ Daytime Phone:_____

Mailing Address:_____Fax Number:_____

City/State/Zip:_____Signature:_____

1. Please describe how the administrative variance will not detract from the desired character and nature of properties in the vicinity in which it is proposed.

   _____
   _____
   _____

2. Please describe how the administrative variance enhances or protects the character of the neighborhood or vicinity by protecting natural features, historic sites, open space, or other resources.

   _____
   _____

3. Please describe how the administrative variance will not interfere with or negatively impact the operations of existing land uses and all legally permitted uses within the zoning district it occupies.

   _____
   _____

121 Alder Street Southwest

Ephrata, Washington 98823

(509) 754-4601
www.ephrata.org

4. Please describe how granting the administrative variance will not constitute a threat to the public health, safety and welfare within the city.

_____

_____

INFORMATION REQUIRED WHEN APPLYING FOR A ZONING CODE ADMINISTRATIVE VARIANCE

APPLICATION

A complete application, as determined by the Community Development Director, is required before staff can process the request. A complete application must include:

1. Application form (attached)

2. Plot Plan (if applicable) A scaled drawing is required that shows the proposed layout of site development, including the following:
   a. dimensions and orientation of the property;
   b. location and dimensions, including heights, of building and structures, both existing and proposed;
   c. location and layout of off-street parking and loading facilities and pedestrian access separate from vehicular driveways;
   d. location of points of entry and exit for motor vehicles, and the internal circulation pattern;
   e. location of walls and fences with an indication of their height and construction material.

3. Proof of ownership/permission from owner: The applicant must submit proof of ownership of the property for which the variance is requested. All owners must join in or be represented in the application. If the applicant is not the owner of the property, written consent must be submitted by the owner granting the applicant permission to act as his or her agent.

All plans and maps required as part of this application shall be prepared in a reproducible format on a sheet with minimum dimensions of 8 ½ inches by 11 inches and maximum dimensions of 24 inches by 36 inches.

Our Community Development Director is available to answer any questions about an application by calling 509-754-4601 ext. 124.