



CITY OF RITZVILLE

GENERAL LAND USE PERMIT APPLICATION

DATE: _____

PERMIT NO.: _____

APPLICATION TYPE:

- | | | |
|---|--|--|
| ☐ COMPREHENSIVE PLAN AMENDMENTS | ☐ BINDING SITE PLAN | ☐ PLANNED DEVELOPMENT |
| ☐ SHORT PLAT (PRELIMINARY & FINAL) | ☐ CONDITIONAL USE | ☐ VARINCES |
| ☐ LONG PLAT (PRELIMINARY & FINAL) | ☐ TEMPORARY USE | ☐ VACATION & ALTERATION |
| ☐ PRELIMINARY SUBDIVISION PLAT | ☐ ZONE CHANGE | ☐ OTHER: _____ |

LOCATION:

SITE ADDRESS: _____ PARCEL NO.: _____

LEGAL DESCRIPTION: _____ ☐ SEE ATTACHED SHEET

RESIDENTIAL ☐ COMMERCIAL ☐

PROPERTY OWNER &/OR TENANT INFORMATION:

NAME: _____ PHONE: _____

MAILING ADDRESS: _____ EMAIL: _____

CITY: _____ STATE: _____ ZIP: _____

ARCHITECT/ENGINEER/REPRESENTATIVE INFORMATION:

NAME: _____ PHONE: _____

MAILING ADDRESS: _____ EMAIL: _____

CITY: _____ STATE: _____ ZIP: _____

STATE LICENSE: _____ EXPIRATION: _____

PROJECT DESCRIPTION:

SUPPLEMENTAL SUBMITTAL REQUIREMENTS:

- ☐ SEPA CHECKLIST: (FOR PROJECTS NOT EXEMPT FROM ENVIRONMENTAL REVIEW. CONTACT CITY FOR CHECKLIST)
- ☐ REQUIRED PLANS: (SITE PLANS, BUILDING ELEVATIONS, LANDSCAPING PLANS AND/OR STRUCTURAL DRAWINGS AS REQUIRED BY CODE)
- ☐ PROPOSED FINDINGS: (FOR DISCRETIONARY LAND USE PERMITS AS OUTLINED IN THE MUNICIPAL CODE)
- ☐ PROPERTY OWNER NOTIFICATION LIST: (FOR LAND USE PERMITS REQUIRING PUBLIC NOTICE)
- ☐ OTHER: _____

BUILDING OWNER OR AUTHORIZED AGENT:

I (We) certify (or declare) under penalty of perjury under the laws of the State of Washington that the foregoing is true, correct and complete to the best of my (our) knowledge. I (We) further certify (or declare) that all Easements, Deed Restrictions, other encumbrances, and/or issues restricting or affecting the use or condition of the property have been accurately disclosed to the best of my (our) knowledge and are shown on the site plan submitted with this application. I (We) understand that encroachment and/or building into easements, deed restrictions or other encumbrances are my (our) responsibility and not the City of Ritzville's. I (We) further affirm that by my (our) signature below that I (we) have obtained legal permission to build within or encumber all easements on this property. Owner hereby releases, discharges, indemnifies and holds harmless the City from and against any and all claims, demands, causes of action, suits or judgments (including costs and expenses incurred in connection therewith) by both the easement holder or encumbered person(s) arising out of or in connection with the County's issuance of a building permit. I (We) certify (or declare) that I (We) am the owner of the property or have been given authorization from the property owner to obtain this permit. I (We) further agree to comply with the International Building, Residential, Fire, Mechanical, Plumbing, and all applicable City Codes. Applicant/Owner(s) assumes all risk and liability for any claims and liabilities.

SIGNATURE OF OWNER OR AUTHORIZED AGENT

(DATE)

SIGNATURE OF COMMUNITY DEVELOPMENT DIRECTOR

(DATE)