



LAND USE MASTER INVOICE

COMMUNITY DEVELOPMENT SERVICES

435 MARTIN STREET, STE. 3000

BLAINE, WA • 98230

PHONE: (360) 332-8311

FAX: (360) 543-9978

Total Fees

\$ _____

FOR OFFICIAL USE ONLY

I, the applicant/owner, certify that this application is being made with the full knowledge and consent of all owners of the property in question. I attest that the information provided on this and supplemental application forms and materials is true and accurate. I also agree to provide access and right of entry to City of Blaine employees, representatives or agents for the sole purpose of application review and any required later inspections. This right of entry shall expire when the City (through the Director or designee) concludes the application has complied with all applicable laws and regulations. Access and right of entry to the applicant's property shall be requested and shall occur only during regular business hours.

Project Name:			
Site Address/Location/Parcel Number:			
Contact Person:		Phone:	
Email:			
Mailing Address for Contact Person:			
Property Owner Name:		Property Owner Signature:	

PLEASE CHECK ALL THAT APPLY

Planning & Zoning

- ☐ Pre-Application Request – 1st Free (2nd \$275)
- ☐ Conditional Use Permit – \$500*
- ☐ Variance - \$500*
- ☐ Commercial Design Review – \$200
- ☐ Site Plan Review (SPR) – \$300 + \$75/hour for re-review

Land Division & Consolidation

- ☐ Boundary Line Adjustment – \$275
- ☐ Lot Consolidation – \$100
- ☐ Short Plat/Subdivision – \$600
- ☐ Preliminary Long Plat/Subdivision – \$1,850 + \$100/Lot or Tract*
- ☐ Final Long Plat/Subdivision – \$600 + \$50/Lot or Tract
- ☐ General Binding Site Plan – \$2500 + \$100/acre for every acre over 3*
- ☐ Specific Binding Site Plan – \$800

Home Business

- ☐ Home Occupation Permit – \$50
- ☐ In-Home Care Home Occupation Permit – \$50

Appeals

- ☐ Administrative Appeal – \$2,500.00*

Hearing Examiner Fees*

Hearing Examiner Fee - \$1,500

Environment

- ☐ Critical Areas Review – \$350
- ☐ Flood Development Permit – \$100
- ☐ Land Disturbance Permit (Minor) – \$350
- ☐ Land Disturbance Permit (Major) – \$1,000
- ☐ SEPA Application/Checklist – \$500
- ☐ SEPA Exemption Request – \$100
- ☐ Shoreline Substantial Development < \$50K - \$350
- ☐ Shoreline Substantial Development ≤ \$250K - \$800*
- ☐ Shorelines Substantial Development > \$250K - \$1,500*
- ☐ Shoreline Substantial Development Permit Exemption Request – \$100
- ☐ Shoreline Variance – \$1,000*
- ☐ Shoreline Conditional Use Permit – \$1,000*

Amendment

- ☐ Comprehensive Plan Amendments – Variable
- ☐ Zoning Map Amendment – Variable
- ☐ Zoning Text Amendment – \$1,000
- ☐ Annexation – \$1500 + \$50/acre
- ☐ PUD Amendment – \$1000 + \$20/Lot*
- ☐ PUD Modification – \$500

DESCRIPTION OF PROPOSED PROJECT: (Attach supplemental sheets as necessary)



INFORMATION BULLETIN No. 34

City of Blaine

Updated
Nov 2021

VARIANCE

WHAT IS A VARIANCE?

A Variance is permission to not comply with the standards of development on a particular site. It is permission to “vary” from the general rules and regulations that apply to construction of buildings or improvements on the site.

A VARIANCE CAN BE USED TO:

- Construct a building closer to the property line than is usually allowed by reducing the setback.
- Construct a building that is taller than usually allowed.
- Change the requirements for a physical aspect of site development, such as landscaping, lot coverage or parking, that is required by the zoning standards for a site or use.

A VARIANCE CANNOT BE USED TO:

Change the permitted uses on a site. For instance, a Variance cannot make a business permitted on a property designated for residential uses, or a factory permitted on a property designated for retail uses.

HOW IS THE APPLICATION PROCESSED?

The application is processed as Type II-HE application. It involves a public hearing in front of the Hearing Examiner. The Hearing Examiner makes the final decision on a variance application. Refer to the Informational Bulletin **IB#8** describing the process.

Be advised that there is a separate permit entitlement called a “Plat Variance” that is specifically associated with land division applications and differs from the Variance described here.

HOW DO I APPLY?

1. A pre-application conference is recommended, but not required. Complete and submit a [Pre-Application Conference Request Form](#).
2. You must submit a [Land Use Master Invoice and a Variance Application](#).
3. Many Variance Applications will also require a site plan drawing demonstrating why a variance is needed.
4. You must pay the [applicable fees](#) in order for the application to be complete.

Applications can be submitted to
CDSpermits@cityofblaine.com

MORE QUESTIONS?

For further information, please call the Community Development Services Department at the City of Blaine (360) 332-8311.

WILL MY VARIANCE REQUEST BE GRANTED?

There is no simple answer to this question, but a Variance is granted or denied based on a set of criteria. These criteria are listed on the back of this page.

Usually, a variance has a good chance of being granted when it is a reasonable solution to a truly unique situation that is the result of things outside the property owner’s control.

(See reverse)

APPROVAL CRITERIA

The following criteria are used to judge if a Variance may be approved by the Planning Commission. All of the following must apply:

1. That special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures or buildings in the same district;
2. That literal interpretation of the provisions of this division would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this division;
3. That the special conditions and circumstances do not result from the actions of the applicant; and
4. That granting the variance requested will not confer on the applicant any special privilege that is denied by this division to the other lands, structures or buildings in the same district.

The City of Blaine's Community Development Department has created customer information bulletins to inform the general public about the effect of codes and regulations on their projects. These bulletins are not intended to be complete statements of all laws and rules and should not be used as substitutes for them. If conflicts and questions arise, current codes and regulations are final authority. Because the codes and regulations may be revised or amended at any time, consult City of Blaine, CD staff to be sure you understand all requirements before beginning work. It is the applicant's responsibility to ensure that the project meets all requirements of applicable codes and regulations.



CITY OF BLAINE

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Building Variance Application

Applications must be submitted electronically. E-mail materials to cdspermits@cityofblaine.com. See [Electronic Permit Submittal Instructions](#) for more information.

FOR OFFICE USE ONLY

Total Fees \$ _____

Receipt # _____

STAMP IN DATE

Project
Name: _____

Applications must be completed and submitted to Community Development Services. Applications that are incomplete (i.e., that do not include all of the information required below) will be returned to the applicant.

SUBMITTAL REQUIREMENTS

- ☐ A completed **Master Land Use Application**. Representative authorization is required if application is not signed by owner.
- ☐ A Zoning Code Variance application fee as set forth in the City of Blaine Unified Fee Schedule.
- ☐ Please answer the following questions: (summarized from BMC 17.06.170.B)

1. How is your property or building different from other properties in the same Zoning District?

2. How is your project burdened by excessive hardship by complying with the zoning standards?

3. How is the need for a variance not the results of actions by the owner/applicant?

4. If the variance application is approved, could the property be used in any special manner not normally allowed?

The applicant hereby certifies that the statements contained in this application are true and provide an accurate representation of the proposed amendment.

APPLICANT'S SIGNATURE

DATE