



GRANITE FALLS

CONDITIONAL USE PERMIT APPLICATION SUBMITTAL CHECKLIST

- ☐ Application Fee
- ☐ Master Application Form (original + 4 copies)
- ☐ Written statement addressing each decision criteria listed under **GFMC 19.05.020(C)**, see below, and any other information required by the City to support the proposal.
- ☐ Title Report (2 copies)
- ☐ Adjacent Property Owners Mailing Labels & Map: All property owner names & mailing addresses within 300 feet (or 500 feet when adjacent to natural resource lands) and a map outlining the adjacent properties.
- ☐ Snohomish County Assessor's quarter section map(s) showing site and all adjacent properties.
- ☐ A base map showing existing: property boundaries, lots, tracts, utility & access easements, streets, topography, development features, and environmental critical areas & their buffers.
- ☐ Vicinity Map (5 copies)
- ☐ Building Elevations (5 sets), including colors and materials
- ☐ Site Plan (5 full sized and 1 reduction to 11" x 17" or less)
- ☐ Site Plan Data (on site plan) – to scale and to include:

<input type="checkbox"/> North arrow	<input type="checkbox"/> Fencing	<input type="checkbox"/> Street improvements
<input type="checkbox"/> Project area (gross & net)	<input type="checkbox"/> Open space areas	<input type="checkbox"/> Dedication of right-of-way
<input type="checkbox"/> Front, side & rear yard setbacks	<input type="checkbox"/> Bodies of water	<input type="checkbox"/> Proposed illumination
<input type="checkbox"/> Easements – existing & proposed	<input type="checkbox"/> General buffering plan	<input type="checkbox"/> Pedestrian access
<input type="checkbox"/> Signage	<input type="checkbox"/> Storm drainage	<input type="checkbox"/> Automobile access
<input type="checkbox"/> Off-street parking (size & number of stalls)	<input type="checkbox"/> Location & floor area of existing & proposed buildings, heights, & uses	
- ☐ Preliminary Street Profile together with a preliminary grading & storm drainage plan
- ☐ Preliminary Landscape Plan, see GFMC 19.06.020(C)
- ☐ Environmental checklist (SEPA)
- ☐ Traffic Analysis, if required

GFMC 19.05.020(C) - *Required Criteria and Findings. A conditional use permit may be approved only if the applicant can adequately demonstrate on the record:*

- (1) *That the granting of the proposed conditional use permit will not:*
 - (a) *Be detrimental to the public health, safety, and general welfare;*
 - (b) *Adversely affect the established character of the surrounding vicinity; nor*
 - (c) *Be injurious to the uses, property, or improvements adjacent to, and in the vicinity of, the site upon which the proposed use is to be located.*
- (2) *That the granting of the proposed conditional use permit is consistent and compatible with the intent of the goals, objectives and policies of the comprehensive plan and any implementing regulation.*
- (3) *That all conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced.*
- (4) *That the proposed use will not introduce hazardous conditions at the site that cannot be mitigated to protect adjacent properties, the vicinity, and the public health, safety and welfare of the community from such hazard.*
- (5) *That the conditional use will be supported by, and not adversely affect, adequate public facilities and services; or that conditions can be imposed to lessen any adverse impacts on such facilities and services.*
- (6) *That the level of service standards for public facilities and services are met in accordance with the concurrent management requirements. See Chapter 19.04 GFMC.*