



City of Yakima

Appeal

Application Packet

It is important to your land use review that all parts of this application packet be completed. All narratives, when requested, must be completed with each question being answered separately. All items requested on the site plan checklist must be shown on the site plan and the completed checklist submitted with your application. Any item not applicable should be so noted.

Don't forget to sign your application and site plan.

If you have any questions about your application, please ask to speak with a Planner.

City of Yakima, Planning Division
129 North 2nd Street, 2nd Floor, Yakima, WA 98901
Phone#: (509) 575-6183 Fax#: (509) 575-6105

APPEAL

Appeals of Land Use Decisions are allowed within fourteen days from the date the Final Decision is mailed.

Talk to a City Planner: If you are interested in appealing a Final Decision, you may wish to discuss your concerns with one of the City Planners. A preliminary conference may assist you in understanding the procedures and timelines for the Appeal. Remember to have standing for an appeal, it must be submitted in a timely manner.

Submit your Application: A completed, written application on forms provided by the City of Yakima Department of Community and Economic Development and application fee is required. The appeal application must include a written description of the specific items on which the appeal is based. Please cite the specific errors or issues upon which the appeal is based, including an explanation of why the decision is not consistent with the Yakima Urban Area Comprehensive Plan, Yakima Urban Area Zoning Ordinance, or other provision of law or policy.

The Review Process: Appeals of Final Decisions are subject to a public comment and review process. Depending upon the nature of the appeal, the public comment period may be followed by a public hearing conducted by the Hearing Examiner or a public meeting conducted by the Yakima City Council. In general, no new information can be submitted after the Final Decision is issued. Appeals must be limited to the public record on which the Final Decision was based. You may want to talk to a City Planner if you have a question about the record.

Public Notice: Notice requirements vary for different appeal types. The appellant and other parties of record will be notified of the date and time of the public meeting or public hearing.

Appeal Decision Issued: Following the public meeting or public hearing a Final Decision regarding the appeal will be issued in writing. If you attend the public meeting or hearing and sign-in, you will be sent a copy of the decision regarding the appeal.



LAND USE APPLICATION

CITY OF YAKIMA, DEPARTMENT OF COMMUNITY DEVELOPMENT
129 NORTH SECOND STREET, 2ND FLOOR, YAKIMA, WA 98901
VOICE: (509) 575-6183 FAX: (509) 575-6105

INSTRUCTIONS – PLEASE READ FIRST Please type or print your answers clearly.

Answer all questions completely. If you have any questions about this form or the application process, please ask a Planner. Remember to bring all necessary attachments and the required filing fee when the application is submitted. The Planning Division cannot accept an application unless it is complete and the filing fee paid. Filing fees are not refundable. This application consists of four parts. PART I - GENERAL INFORMATION AND PART IV – CERTIFICATION are on this page. PART II and III contain additional information specific to your proposal and MUST be attached to this page to complete the application.

PART I – GENERAL INFORMATION

1. Applicant's Information:	Name:						
	Mailing Address:						
	City:		St:		Zip:		Phone: ()
	E-Mail:						

2. Applicant's Interest in Property:	Check One:	<input type="checkbox"/> Owner	<input type="checkbox"/> Agent	<input type="checkbox"/> Purchaser	<input type="checkbox"/> Other _____
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3. Property Owner's Information (If other than Applicant):	Name:						
	Mailing Address:						
	City:		St:		Zip:		Phone: ()
	E-Mail:						

4. Subject Property's Assessor's Parcel Number(s):

5. Legal Description of Property. (if lengthy, please attach it on a separate document)

6. Property Address:

7. Property's Existing Zoning:
 SR R-1 R-2 R-3 B-1 B-2 HB SCC LCC CBD GC AS RD M-1 M-2

8. Type Of Application: (Check All That Apply)

<input type="checkbox"/> Administrative Adjustment	<input type="checkbox"/> Environmental Checklist (SEPA Review)	<input type="checkbox"/> Easement Release
<input type="checkbox"/> Type (1) Review	<input type="checkbox"/> Right-of-Way Vacation	<input type="checkbox"/> Rezone
<input type="checkbox"/> Type (2) Review	<input type="checkbox"/> Transportation Concurrency	<input type="checkbox"/> Shoreline
<input type="checkbox"/> Type (3) Review	<input type="checkbox"/> Non-Conforming Use/Structure	<input type="checkbox"/> Critical Areas Review
<input type="checkbox"/> Preliminary Short Plat	<input type="checkbox"/> Appeal to HE / City Council	<input type="checkbox"/> Variance
<input type="checkbox"/> Final Short Plat	<input type="checkbox"/> Interpretation by Hearing Examiner	<input type="checkbox"/> Temporary Use Permit
<input type="checkbox"/> Short Plat Amendment	<input type="checkbox"/> Modification	<input type="checkbox"/> Overlay District
<input type="checkbox"/> Preliminary Long Plat	<input type="checkbox"/> Home Occupation	<input type="checkbox"/> Binding Site Plan
<input type="checkbox"/> Final Long Plat	<input type="checkbox"/> Comprehensive Plan Text or Map Amendment	<input type="checkbox"/> Planned Development
<input type="checkbox"/> Plat Alteration –Long Plat	<input type="checkbox"/> Short Plat Exemption: _____	<input type="checkbox"/> Other: _____

PART II – SUPPLEMENTAL APPLICATION, PART III – REQUIRED ATTACHMENTS, & PART IV – NARRATIVE

9. SEE ATTACHED SHEETS

PART V – CERTIFICATION

10. I certify that the information on this application and the required attachments are true and correct to the best of my knowledge.

_____ Property Owner's Signature	_____ Date
_____ Applicant's Signature	_____ Date

FILE/APPLICATION(S)#

DATE FEE PAID:	RECEIVED BY:	AMOUNT PAID:	RECEIPT NO:
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Supplemental Application for:

APPEAL

Yakima Urban Area Zoning Ordinance Chapter 15.16

- Of Administrative Official's Decision
- Of Hearing Examiner's Decision
- Of Subdivision Administrator's Decision
- Of SEPA Determination
- Other _____

Appeal of File Number: _____

Date Action Taken: _____

1. Description of Action Being Appealed: _____

2. Reason for Appeal: Describe the specific error(s) or issues(s) upon which the appeal is based, including an explanation of why the decision is not consistent with the Yakima Urban Area Plan, The Yakima Urban Area Zoning Ordinance, or other provisions of law. (Reference the section, paragraph, and page of the provision(s) cited.) (Attach if lengthy)
