



City of Yakima

Critical Areas

Application Packet

About this Application:

Any proposed development, construction, or use within a designated critical area (outside of shoreline jurisdiction, which has a separate application process) must first go through a Critical Areas review to ensure protection of all functions and values of such critical areas. Critical areas include flood hazard areas, wetlands, areas with a critical recharging effect on aquifers used for potable water, fish and wildlife habitat conservation areas, and geologically hazardous areas. A list of actions that are exempt from needing Critical Areas review can be found in [YMC 15.27.303](#).

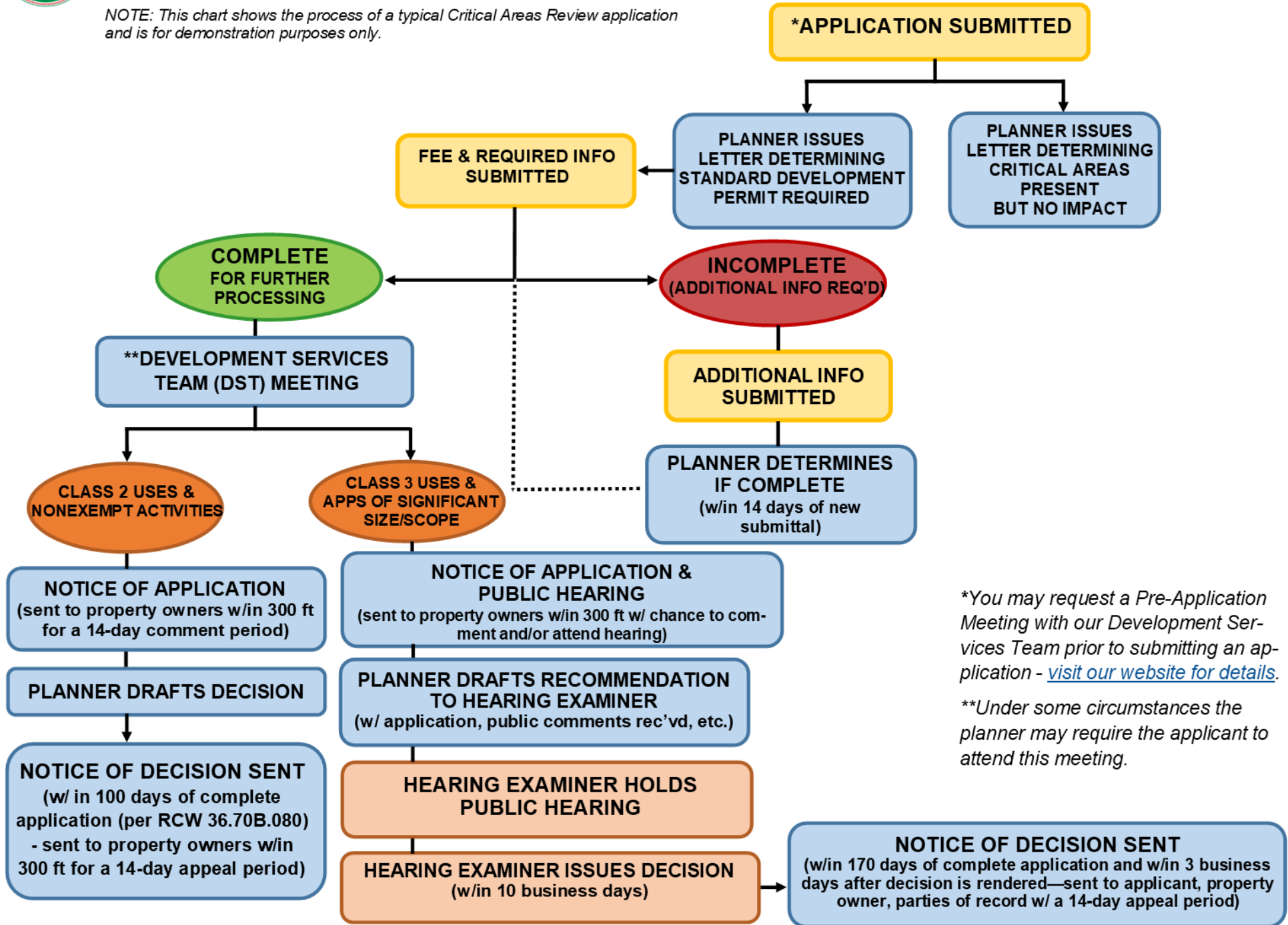
City of Yakima, Planning Division
129 North 2nd Street, 2nd Floor, Yakima, WA 98901
Phone#: (509) 575-6183 Email: ask.planning@yakimawa.gov

Check <https://www.yakimawa.gov/services/planning/land-use-application-forms/>
for the most current version of this application form.



CITY OF YAKIMA PLANNING DIVISION
CRITICAL AREAS REVIEW – Land Use Application Process (YMC Ch. 15.27)

NOTE: This chart shows the process of a typical Critical Areas Review application and is for demonstration purposes only.



**You may request a Pre-Application Meeting with our Development Services Team prior to submitting an application - [visit our website for details](#).*

***Under some circumstances the planner may require the applicant to attend this meeting.*

Flowchart (Text Description) – Critical Areas Review Application Process

The following information is provided to meet accessibility requirements.

1. Applicant submits application. You may request a Pre-Application Meeting with our Development Services Team prior to submitting an application - visit our website for details:
<https://www.yakimawa.gov/services/planning/pre-application/>
2. Planner issues a letter determining critical areas are present but there is no impact or issues a letter determining that a standard development permit is required. If a standard development permit is required, the process goes to the next steps.
3. Applicant submits the required information and pays the application fee.
4. Planner determines if application is complete.
 - a. If complete, go to Step 5.
 - b. If incomplete, additional information is requested. Once additional is submitted, the planner has 14 days to determine if the new information is complete. If still incomplete, step 4b is repeated.
5. Planner schedules the application to be reviewed by the Development Services Team (DST) at an upcoming meeting. Under some circumstances the planner may require the applicant to attend this meeting.
6. For Class 2 Uses and nonexempt activities:
 - a. A Notice of Application is sent to property owners within 300 feet of the subject property for a 14-day comment period.
 - b. Planner drafts the decision.
 - c. A Notice of Decision is sent within 100 days from when the application was determined complete for processing (per RCW 36.70B.080) and is sent to property owners within 300 feet for a 14-day appeal period. This completes the process.
7. For Class 3 Uses and applications of significant size or scope:
 - a. A Notice of Application and Public Hearing is sent to property owners within 300 feet of the subject site for a chance to comment and/or attend the public hearing.
 - b. Planner drafts their recommendation and forwards to the Hearing Examiner along with the application, any public comments received, etc.
 - c. Hearing Examiner holds the public hearing.
 - d. Hearing Examiner issues their decision within 10 business days of the close of the hearing.
 - e. A Notice of Decision is sent within 170 days from when the application was determined complete for processing and within 3 business days after the decision is rendered. The notice is sent to the applicant, property owner, and parties of record for a 14-day appeal period. This completes the process.

NOTE: This chart shows the process of a typical Critical Areas Review application and is for demonstration purposes only.



CRITICAL AREAS

LAND USE APPLICATION FORM (CONT'D)

APPLICATION QUESTIONS:

A. PROJECT INFORMATION

1. Project name:
2. Name and address of applicant:
3. Name and address of individual completing the identification form and their environmental/technical expertise/special qualifications:
4. Date the identification form was prepared:
5. Location of the proposed activity (street address and legal description):
6. Give a brief, complete description of the proposed activity, including extent of proposed activities, and impervious surface areas:
7. Describe the limits of the project area in relation to the site (for example, "the project area will extend to within 50 feet of the north property line"), including the limits of proposed clearing and construction activity:

B. GENERAL QUESTIONS THAT MAY BE APPLICABLE TO ALL AREAS

1. What is the U.S. Department of Agriculture soil classification of the soil found on site?
2. What types of soils are found on the site (for example, clay, sand, gravel, peat, muck)?
3. What types of vegetation are found on site? Cattail, buttercup, bulrush, skunk cabbage, water lily, eelgrass, milfoil?
4. Describe any vegetation proposed to be planted as part of the project:



CRITICAL AREAS

LAND USE APPLICATION FORM (CONT'D)

16. Will this project require other government approvals for environmental impacts? (check all that apply):

- Hydraulic Project Approval (HPA) (Washington Department of Fish and Wildlife)
- Water quality certification [(Washington State Department of Ecology (Ecology)).
- National Pollutant Discharge Elimination System (Ecology).
- Municipal or health district wastewater/septic approval (Ecology).
- Water Use Permit; Certificate of Water Right (Ecology).
- U.S. Army Corps Section 404 or Section 10 Permits.
- Forest Practices Permit (Washington State Department of Natural Resources (DNR)).
- Aquatic Lands Lease and/or Authorization (DNR).
- Shoreline development, conditional use, or variance permit (local jurisdiction).
- Other: _____

C. AVAILABLE INFORMATION

1. Has a critical area review, or other environmental review, been conducted for another project located on or adjacent to the site? List any environmental information known to have been prepared, or expected to be prepared, relating to this proposal or project area:

D. WETLANDS

1. Is there any evidence of ponding on or in the vicinity of the site?

2. Does the proposed activity or construction involve any discharge of waste materials or the use of hazardous substances?

E. CRITICAL AQUIFER RECHARGE AREAS

1. What is the permeability (rate of infiltration) of the soils on the site? *(Note: General information for this question and the following question can be found in the Guidance Document for the Establishment of Critical Aquifer Recharge Area Ordinances, 2000, Ecology Publication #97-30).*

2. What is the annual average precipitation in the area?

3. Is there any evidence of groundwater contamination on or in the vicinity of the site?

4. Is there any groundwater information available from wells that have been dug in the vicinity? If so, describe, including depth of groundwater and groundwater quality:



CRITICAL AREAS LAND USE APPLICATION FORM (CONT'D)

5. Does the proposed activity or construction involve any discharge of waste materials or the use of hazardous substances?

F. FREQUENTLY FLOODED AREAS

1. Is the site, or a portion of the site, at a lower elevation than surrounding properties?

G. GEOLOGICAL HAZARD

1. Generally describe the site:
 Flat Rolling Hilly Steep Slopes Mountainous Other: _____
2. Describe the purpose, type, and approximate quantities of any filling or grading proposed. Indicate source of fill material:
3. What is the steepest slope on the property?
4. Is the area mapped by Ecology (Coastal Zone Atlas) or the Department of Natural Resource (slope stability mapping) as unstable ("U" or class 3), unstable old slides ("UOS" or class 4), or unstable recent slides ("URS" or class 5)?
5. Is the area designated as quaternary slumps, earthflows, mudflows, lahars, seismic hazard, or landslides on maps published by the U.S. Geological Survey or Dept. of Natural Resources?
6. Is there any indication of past landslides, erosion, or unstable soils in the vicinity?
7. Is erosion likely to occur as a result of clearing, construction, or use?
8. Are soils proposed to be compacted?
9. Are roads, walkways, and parking areas designed to be parallel to natural contours?

H. HABITAT

1. List any birds, mammals, fish, or other animal species found in the vicinity of the site, including those found during seasonal periods:



CRITICAL AREAS LAND USE APPLICATION FORM (CONT'D)

2. Is the site or areas in the vicinity used for commercial or recreational fishing, including shellfish?

3. Is the area designated an Area of Special Concern under on-site sewage regulations to protect shellfish or the general aquatic habitat?

4. Are any natural area preserves or natural resource areas located within 500 feet of the site?

5. Is the site part of a migration route?

6. Are any priority habitat areas, as shown on maps published by the WA Dept. of Fish & Wildlife, within one-half mile of the site? If so, describe type of habitat and distance from project area.

7. Are any of the following located on or adjacent to the site?

<input type="checkbox"/> Aspen stands	<input type="checkbox"/> Estuary and estuary-like areas	<input type="checkbox"/> Juniper savannah
<input type="checkbox"/> Caves	<input type="checkbox"/> Marine/estuarine shorelines	<input type="checkbox"/> Prairies and steppe
<input type="checkbox"/> Cliffs	<input type="checkbox"/> Vegetative marine/estuarine areas	<input type="checkbox"/> Riparian areas
<input type="checkbox"/> Shrub-steppe	<input type="checkbox"/> Old-growth/mature forests	<input type="checkbox"/> Instream habitat areas
<input type="checkbox"/> Snags or logs	<input type="checkbox"/> Oregon white oak woodlands	<input type="checkbox"/> Rural natural open areas
<input type="checkbox"/> Talus	<input type="checkbox"/> Freshwater wetlands and fresh deepwater	<input type="checkbox"/> Urban natural open areas

8. Does the proposal involve any discharge of waste materials or the use of hazardous substances?

9. What levels of noise will be produced from the proposed activity or construction?

10. Will light or glare result from the proposed activity or construction?

REQUIRED ATTACHMENTS

1. Any existing environmental documents for the subject property.
2. A detailed site plan which includes all of the required items on the attached site plan checklist, along with the extent and nature of on-site and off-site Critical Areas and the relationship of the project to those Critical Areas.



CITY OF YAKIMA SITE PLAN CHECKLIST

For Land Use Review & Building Permits



Site plans required for land use review and building permits shall include the items listed below.

Sections from the Yakima Municipal Code are referenced by some items to help guide applicants. This is not a comprehensive list. View the full Yakima Municipal Code here: <https://www.codepublishing.com/WA/Yakima/>

- Property address, parcel number, and zoning designation;
- Legal description of the land;
- North arrow and scale of drawing;
- Name of applicant, phone number, signature of property owner and project name;
- Actual dimensions and shape of the lot to be built upon;
- Sizes and location of existing structures on the lot to the nearest foot;
- Location and dimensions of proposed structures and uses;
- All structure setbacks ([YMC § 15.05.030](#));
- Lot coverage calculations ([YMC § 15.05.020\(C\)](#));
- Clearview triangle ([YMC § 15.05.040](#));
- Size and location of proposed and existing utility easements and other easements;
- Location and size of required site drainage facilities including on-site retention;
- Adjacent Right-of-Way dedication and frontage improvements;
- Distance(s) of structures to property line and to the centerline of the Right-of-Way ([YMC §15.05.030](#), Table 5-1);
- Location of ingress and egress, including curb cuts intersecting with streets and dimensions of proposed or existing driveways ([YMC § 15.06.065](#));
- Location and size of parking stalls with accessible parking spaces and aisles identified ([YMC Ch. 15.06](#));
- Location of electric vehicle (EV) infrastructure;
- Parking circulation plan with proposed landscaping and sitescreening ([YMC Ch. 15.06](#));
- Location and size of new or existing loading spaces ([YMC § 15.06.130](#));
- Proposed and existing signage ([YMC Ch. 15.08](#)); and
- Proposed or existing mailbox location.

A site plan for development in the floodplain overlay shall also include the following information:

- Size and location of floodplain and floodway on the lot;
- Elevation in relation to the one-hundred-year flood level of the lowest floor (including basement) of all structures;
- Elevation in relation to mean sea level of any structure that has been floodproofed;
- Certification by a registered professional engineer or architect that established floodproofing standards have been met;
- Description of the extent to which any watercourse will be altered or relocated as a result of the proposed development; and
- Any other site plan requirements identified in [YMC Ch. 15.27](#) Part Four.

Additional information may be requested. Projects requiring work in the public right-of-way or involving city water main lines or sewer main lines will be required to submit civil plans to the Engineering Division for review.