



CONDITIONAL USE PERMIT FORM

FINAL
Revised 10/1/15

Yakima County Public Services
128 North Second Street · Fourth Floor Courthouse · Yakima, Washington 98901
(509) 574-2300 · 1-800 572-7354 · FAX (509) 574-2301 · www.co.yakima.wa.us

Please Answer the Following Questions (Please attach a separate sheet if needed):

1. Are you applying for a: Type 1 Type 2 Type 3 Type 4
 2. What is the proposed use, as listed in YCC Table 19.14-1? AGRICULTURALLY RELATED INDUSTRY
 3. What is the size of the subject property? (Amount of acreage or square feet): 18.49 AC
 4. What is the size and use of structures currently located on the property? SEE ATTACHED WRITTEN NARRATIVE
 5. What is the size, height and use of structures proposed to be placed or constructed? SEE ATTACHED WRITTEN NARRATIVE
 6. List other permits and approvals that will be required. BUILDING PERMIT, ADMINISTRATIVE ADJUSTMENT
-
7. Will the project be conducted entirely within a structure? Yes No
If no, explain what outdoor activities would occur: _____
 8. Total number of employees? 98 EXISTING, NO NEW
 9. How many parking spaces are you proposing? Existing: 146 Proposed: _____ Surface Type: GRAVEL
 10. Will you have a sign? Yes (if yes, please answer the following questions.) No
 - a. How many signs are proposed? _____
 - b. What is the square footage of the sign? _____
 - c. What is the height of the sign? _____
 - d. Will the sign be illuminated? Yes No
 - e. If the sign is illuminated, how will it be illuminated? Internally Externally
 - f. Where will it be located? _____
 11. What is the name of the road that the proposed/existing access is located on? COWICHE CITY ROAD
 - a. Is the road a: County Road State Highway Private Road
If the road is a private road, is there an existing Road Maintenance Agreement? Yes No
(If yes, please provide a copy)
 - b. Is the road constructed out of: Pavement Gravel Dirt
 - c. How wide is the Right-of-Way/Easement? 35'-50'
 - d. How wide is the surface of the road? 24'
 12. How will you manage storm water runoff? ON-SITE

13. Fencing (If applicable check both)? New Existing

a. Fence Material: CHAIN LINK

b. Will the fence be view obscuring fence? Yes No

c. Will you be placing barbed wire on the top of the fence? Yes No

d. What is the total height of the fence (including the barbed wire if proposed)? 6'

14. Are you proposing any site screening or landscaping? Yes No

If yes, what type and what is the location? _____

15. What is the proposed source of irrigation water? N/A

16. What are the days & hours of operation? Days: 365 Hours: 24/7

17. Will the operation be seasonal? If so list months of operation: SEE WRITTEN NARRATIVE

18. Is any outdoor lighting proposed? Yes No

If yes, what is the proposed location(s)? WALLS OF BUILDING

19. What is the proposed source of domestic water?

a. Public Water: Name of provider: _____

b. Community Well: What is the well number: _____

i. Where is the well located? _____

ii. Is there an existing Well Maintenance Agreement? Yes No

(If yes, please provide a copy)

c. Individual Well

20. What is the proposed method of sewage disposal?

a. Public Sewer: Name of provider: COWICHE SEWER DISTRICT

b. Community Septic System: Where is the septic system located? _____

c. Individual Septic System

d. Other explain: _____



ADMINISTRATIVE ADJUSTMENT FORM

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Zoning Ordinance Requirement and Adjustment Requested: (Answer the following)

1. Is this adjustment being processed under the Optional Consolidated Permit Review Process?

Yes No

2. Type of Adjustment Requested (Check as applicable)

Setbacks: Which setback is proposed to be adjusted? Front Side Rear

Parking: **Loading**

Sign height **Building height**

Fence height **Walls and Recreational Screens**

Site screening **Landscaping**

Lot coverage **Waste and Recycling Storage**

Siting Criteria for manufactured homes located outside UGA, and outside RT, RS zoning districts:

Roof Pitch

Roof materials

Pit setting

Siding materials

Other: _____

3. Zoning standard requires: 65% LOT COVERAGE
(example: 15-foot rear yard setback from southern property line, or 6-foot fence along west property line)

4. Proposed standard: 70.3
(example: 10-foot rear yard setback from southern property line, or 8-foot fence along the west property line)

5. Why is the proposed adjustment needed? TO CONSTRUCT A NEW OFFICE

6. Are there other alternatives to your design that could be made in order to meet the standard? Yes No
If Yes, explain: _____

7. What is the minimum adjustment needed to accommodate the proposed use?
If Yes, explain: THE MINIMUM ADJUSTMENT BETWEEN THE CURRENT LOT COVERAGE OF 70.1% and 70.3% is .002

8. How will the proposed adjustment impact your neighbors? SEE NARRATIVE

9. Are there developments in the neighborhood that are similar to your proposal? Yes No
If Yes, explain: SEE NARRATIVE

10. Are there physical features, such as topography, right-of-way, and existing constraints on the property?

Yes No

If Yes, explain: _____

Answer the following questions if you are requesting an adjustment to the sign standards:

11. What is the proposed sign: Height: _____ Size: _____ Shape: _____ Color: _____

12. How many signs are proposed? _____

13. What is the proposed location of the sign? _____

14. What is the proposed landscaping associated with the sign? _____

15. How does the proposed sign relate to the immediate area? _____

16. Is the sign associated with a multiple-use complex? Yes No

If yes, explain how the available sign area will be allocated between tenants or leasable spaces:

Answer the following questions if you are requesting an adjustment to Site Screening or Landscaping standards:

17. Is the adjustment needed due to inadequate sunlight? Yes No

18. What is the distance between the proposed structure and the existing structures on the adjoining property?

19. What is the proposed setback from the front of the new structure? _____

20. Does the area in front of the building have any of the following: Decorative paving/pavers Trees
 Planters Other Amenities (explain) _____

21. Are you proposing to utilize Xeriscape (drought tolerant) landscaping? Yes No

22. Is there existing vegetation within the required landscaping areas? Yes No

If yes, describe size, location and type: _____



NARRATIVE FORM

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The Narrative Form is designed to help you, the application review, interested agencies, and adjacent property owners to the proposal understand the scope of your project and how your project meets the legal requirements in the Yakima County Codes. You should refer to the appropriate sections of the ordinance when describing your proposal if applicable. You can obtain a copy of the ordinance in our office or access it on the internet at:

<http://codepublishing.com/wa/yakimacounty/>

Narrative Content: Please tell us the “who”, “what”, “where”, and “why” of your proposal. A list of typical content is provided below. **Please do not limit your project’s description to just these items.** In order for us to conduct a timely review of your project please **be as detailed as possible.** Any missing/confusing information could result in the delay of our review.

Note: Not all content listed below will be pertinent to your proposal. These items are suggestions in order to help you draft your narrative.

Suggested Content:

- Describe the current use of the site including all existing structures with their dimensions, square footage and usage.
- Describe the proposed use in detail (including but not limited to the type of business and/or use, hours and days of operation, number of employees, number of people living on-site, maximum number of customers and/or guests, changes or additions to the driveways or other access points, the type of mitigation or adjustment requested).
- Describe which standards are proposed to be adjusted and justify why the standard needs to be adjusted.
- Describe any new or existing structures to be used as part of this proposal.
- Describe how the proposed use will be pertinent to the proposed/existing structures.
- Describe any parking facilities (number of spaces and surface type), landscaping, signage, and lighting that will be associated with your proposal.
- Describe your access to the property and the route of travel to the site.
- For commercial operations describe the travel ways that will be located onsite.
- Describe the timelines for completion of your proposal.

Please remember that your narrative must explain in detail the specifics of your proposal and any missing information may result in the need for future reviews. Your narrative can be typed and printed on a separate sheet of paper with “See Attached” written below, or you may print out legibly your narrative on the lines provided.

SEE ATTACHED WRITTEN NARRATIVES FOR
TYPE 2 + ADMINISTRATIVE ADJUSTMENT APPS

WRITTEN NARRATIVE

(Type 2 Review)

The proposal is to construct a new office at an existing fruit processing and packing facility in the Rural Settlement (RS) zoning district. The existing use is classified as an Agriculturally-related Industry and is a Type 2 Use within the Rural Settlement zoning district. As proposed, Cowiche Growers proposes to construct a 2,964 square foot (38' x 78' -- foot-print) two-story office at its existing facility. The two stories will total 5,928 square feet. The office would be approximately 25 feet in height. The purpose of the project is to move existing office personnel out of the current office and into the new office to allow the shipping/receiving department to expand through-out the existing office.

The current facility has structures that total 220,194 square feet. This square footage total is a combination of the existing structures as of the year 2014 plus a 26,500 sq. ft. packing line addition constructed in year 2014 and 1930 sq. ft. cover canopy addition constructed in year 2017. The submitted site plan can be reviewed for specific square footage details and structure locations. For reference, the site consists of approximately 61,040 square feet of controlled atmosphere buildings, 46,464 square feet of cold storage, a 16,800 square foot segregation room, a 62,500 square foot packing room, 8,100 square foot dry storage building, 3,200 square foot office, 2,625 square foot shop, 1,575 square foot mechanical room, loading dock and awnings of approximately 16,810 square feet and a 1,080 square foot rental home. Other miscellaneous structures include a truck scale, 3-1,000 gallon propane tanks and fruit receiving area with drenchers.

This addition requires a Type 2 Review because the combination of previous additions through other land use Modifications, along with this proposal, will expand the total square footage of all structures on the site by more than 20 percent. This determination is based on the fact that the base structural square footage in 2000 was 191,764 sq. ft. (which included a Modification request of 7,283). Since that time, two other modifications have been added to the facility which brings the total additions on the site up to 35,713 sq. ft. Although this new office "foot-print" is under the 38,352.8 sq. ft. (20 percent of 191,764 sq. ft.), the total square footage of the two office floors (5,928 sq. ft.) expands the total site square footage beyond 20 percent to 41,641 sq. ft.

Other known permits and approvals will be building permits for the office and an Administrative Adjustment for lot coverage, as lot coverage will increase from 70.1 percent to 70.3 percent. The Administrative Adjustment request is being processed simultaneously with this Type 2 Review application and is attached to this application.

All office activities will be conducted indoors. No new employees will be added as part of this project. This proposal will give each department (business and shipping/receiving) additional room in which to conduct their duties. This facility currently employs 98 full-time and part-time employees that at maximum capacity that works 24/7.

The site has 146 parking spaces which exceeds the number of required parking spaces for the 98 employees working the maximum shift of 24/7 based on the parking standard of 1 space for each employee on the maximum working at any given shift.

No signs are proposed for the facility, as one currently exists along Cowiche City Road. The project fronts on Cowiche City Road, a hard-surfaced county maintained roadway approximately 28 feet wide within right-of-way that ranges from 35-50 feet in width. Storm water is retained on-site through a combination of drywells and catch basins that direct storm water to an above ground swale. Any new storm water generated on-site from this project will be retained on-site in a similar method to be determined by a licensed engineer at the time of building permit application.

Portions of the site and structures are generally enclosed within a 6-foot high chain-link fence. No new fencing is proposed as part of this application. No new site screening is proposed and no existing site screening is to be removed as part of this project. The property lies within the Yakima-Tieton Irrigation but does not use any irrigation water, as there is no need for it. At maximum capacity, this facility runs 24/7, although it is sporadic and somewhat seasonal. This project will not change the historical hours of operation for the facility. Night-time and security lighting is located throughout the facility to operate at night and maintain a safe and secure work environment. Domestic water is received from an on-site well and sanitary sewer is from the Cowiche Sewer District.

WRITTEN NARRATIVE

(Administrative Adjustment – Lot Coverage)

The proposal is a request to increase the lot coverage by .002 percent (2,223 sq. ft.) on an approximate 18.5 acre site that contains a fruit processing and packing facility. As proposed, Cowiche Growers desires to construct a new two-story office with a foot-print of 2,964 square feet. As proposed, 741 square feet of the new office will be constructed over an area that currently is hard-surfaced with asphalt. The remaining 2,223 square feet of the new office will be constructed over an area that is currently covered with gravel. This .002 percent of additional lot coverage will increase the total lot coverage at the site from 70.1 percent to 70.3 percent. The zoning district permits lot coverage to be up to 65 percent.

The new office is being constructed near the middle of the property where it will be easily accessible to those that work or visit the facility. This location places the “business” activities of the facility away from adjoining properties and relocates it to an area (center of the property) where it promotes compatibility with surrounding land uses and better serves the overall facility.

This is the minimum adjustment needed to accommodate the proposal. The new office is being constructed near the largest parking lot on the property and near the packing facility. The office is intended to serve employees and visitors to the maximum extent at the best location on the property. The adjustment requested will permit the office to be constructed over an area already covered by impervious surface while covering just 2,223 square feet of pervious surface. Thus, the minimum amount of pervious surface is being covered. If this were not the minimum needed, the request would be to cover 2,964 square feet, instead of 2,223 square feet, which is the building foot-print of the new office. All other impervious surfaces on the property are necessary for the operation of the facility.

This proposal will not affect the neighbors in a negative way. The proposal will move the business office and office employees towards the center of the property and away from Cowiche City Road. This should help the traffic circulation in the area, as the current office is located adjacent to Cowiche City Road and has several parking spaces that back directly onto the roadway. This proposal will move personnel, business activities and vehicular traffic to the center of the property, which will promote compatibility with neighboring properties that surround this facility.

This section of Cowiche City Road has several commercial and industrial land uses similar to this land use. Directly to the south are fruit processing and storage facilities owned by Evans Fruit and Strand Fruit. The Cowiche Fire Station is also located to the south. To the north are outdoor playfields associated with Highland High School. Further to the north is the Highland High School complex. Some agricultural lands also lie to the north/northwest. Lands to the west and east are generally a mixture of vacant land and single-family residences. The compatibility between all these different uses is evident, as this mixture of land uses have co-existed with one another since before zoning was adopted in Yakima County. The RS zoning district is specifically designed to recognize small communities that have taken on characteristics of a town or city, such as Cowiche. The zoning district is also intended to permit a mixture of land uses

and permit them to exist and expand as necessary through the creation of a zoning district that permits a multitude of different land uses to locate within its boundaries.

Drainage is accommodated on-site by the use of swales and there are no particular constraints on the property. This site is not encumbered by any know critical areas. The property is generally flat and can accommodate the proposed office expansion.



MINIMUM REQUIREMENTS SITE PLAN SUBMITTAL CHECKLIST

FINAL
Revised 10/01/15

Land Use Actions

Yakima County Public Services

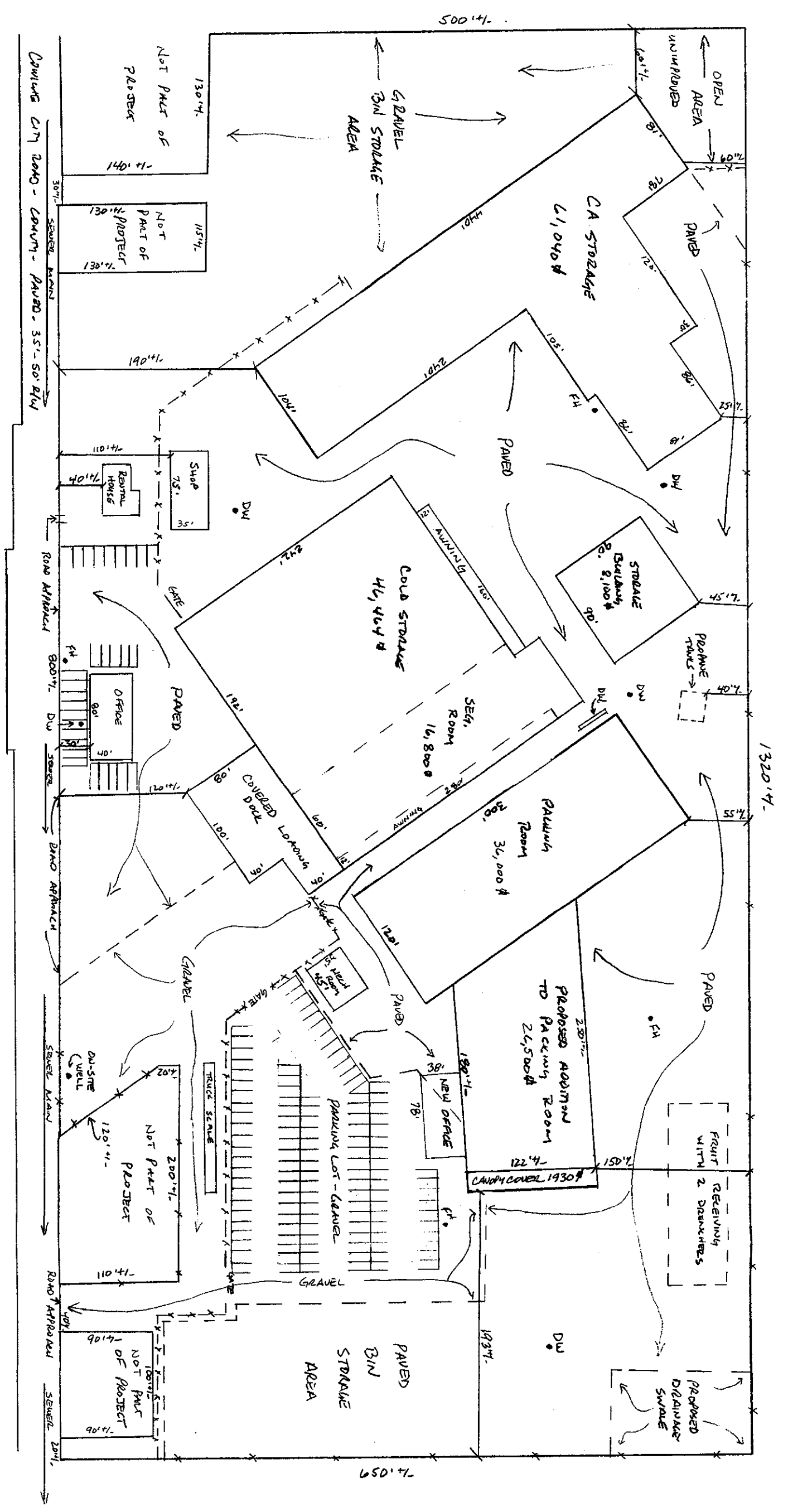
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This informational brochure will assist in the preparation of your site plan for project submittal. The minimum site plan information on this page is required. Check the box beside those items that you have included on your site plan. A sample site plan is also included for your assistance. If you need information or assistance please contact the Public Services at (509) 574-2300.

Required Site Plan Information:

1	<input checked="" type="checkbox"/>	Paper size shall be 8.5 x 11 or 11 x 17. If multiple pages, provide an index sheet showing the entire site. Grid paper or picture backgrounds are not acceptable, the map must be reproducible
2	<input checked="" type="checkbox"/>	Blue or Black Ink, in order that they may be photocopied.
3	<input checked="" type="checkbox"/>	North Arrow (north should be pointing to the top of the page)
4	<input checked="" type="checkbox"/>	Legend to include:
	<input checked="" type="checkbox"/>	<i>Owner/Applicant Name</i>
	<input checked="" type="checkbox"/>	<i>Date the Site Plan was drawn.</i>
	<input checked="" type="checkbox"/>	<i>Name, address and telephone number of the person preparing the site plan</i>
	<input checked="" type="checkbox"/>	<i>Tax Parcel Number</i>
	<input checked="" type="checkbox"/>	<i>Standard engineering scale of the drawing (at least: 1" = 200 ft.)</i>
5	<input checked="" type="checkbox"/>	Property line dimensions of all lot(s) involved in the project.
6	<input checked="" type="checkbox"/>	The location, width and purpose of all easements (utility, access and/or irrigation) on the site and adjacent to the site.
7	<input type="checkbox"/>	Location of new and/or expanded public and private utility infrastructure.
8	<input checked="" type="checkbox"/>	Streets and access easements, with the name, dimensions, type (public or private) and road surface (paved, gravel or dirt).
9	<input checked="" type="checkbox"/>	Location, dimension and design of off-street parking facilities and points of ingress (to) and egress (from).
10	<input type="checkbox"/>	Location of pedestrian and vehicular circulation patterns, sidewalks, trails and bicycle paths.
11	<input checked="" type="checkbox"/>	Location, shape, size, gross floor area, height and types of all existing and proposed structures, minimum building setbacks from the property lines and other structures, and the total lot coverage.
12	<input type="checkbox"/>	Location and dimensions of all proposed exterior land uses.
13	<input checked="" type="checkbox"/>	The distance from existing and proposed structures to the centerline of state, county, or private access roads.
14	<input type="checkbox"/>	Location of structures on the adjoining lots, which may cause compatibility issues.
15	<input type="checkbox"/>	All major man-made and natural physical features such as railroads, canals, streams, creeks, drainage ditches, hills, depressions, steep slopes, lakes, shorelines, floodplains*, floodways, the 100-year base flood elevations etc. on-site or adjacent to the site. (*Boundaries of the 10 and 25-year floodplain using the flood risk maps as provided by Yakima County as part of a mandatory pre-application meeting.)
16	<input type="checkbox"/>	Description of the extent to which any watercourse will be altered or relocated as a result of the proposal.
17	<input type="checkbox"/>	Proposed location and dimensions of community and other open space.
18	<input type="checkbox"/>	Existing and proposed landscaping, site screening, street trees and stormwater drainage facilities.
19	<input checked="" type="checkbox"/>	Location of well or water systems within 100 feet of the subject property or within a 100 foot well control zone and the distance from any structures within the well control zone.
20	<input type="checkbox"/>	Proposed contours and grading as they affect lot layout, streets, and drainage ways.
21	<input checked="" type="checkbox"/>	Location of proposed or existing drain field area, extension area, and tank area as well as replacement areas and distances to structures and property lines
22	<input type="checkbox"/>	Location of adjacent public water, sewer main, fire protection systems and other underground facilities within or adjacent to the development.
23	<input type="checkbox"/>	Within a UGA, Master Planned Resort or Rural Settlement show the existing topographic contours at intervals of not more than 5' when the ground slopes exceed 10%. Extend 100' beyond the boundaries of the site.

NORTH ↑
 1" = 100'
 DW = DRY WELL
 FH = FIRE HYDRANT



LAURIE KUEBUSCH - PRESIDENT
 HORRAN AUTUMN, SEWER - REP.
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