



# ADMINISTRATIVE ADJUSTMENT FORM

FINAL  
Revised 10/01/15

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](http://www.co.yakima.wa.us)

Public Services (34)  
VAR 18-007

MAR 26 2018

Zoning Ordinance Requirement and Adjustment Requested: (Answer the following) Vern      Gary      Don      Lynn     

Harold      Lisa      Carmen     

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: front set back 50 feet from planned center line  
*(example: 15-foot rear yard setback from southern property line, or 6-foot fence along west property line)*

4. Proposed standard: 25 foot set back from planned center line, 10 feet from side set back  
*(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? new home is slightly longer than existing home

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: 10 feet more than existing home (25' ok)

8. How will the proposed adjustment impact your neighbors? will not impact neighbors

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

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  Yes

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.

I am replacing my old double wide that has extensive damage with a brand new double wide. The new double wide is the same width as the old one so no changes will be made in the distance from the main road (Selah loop rd). However the new home is 12 feet longer and because of the location of my drain field I can only move 2 feet in to the backyard. I will need the other 10 feet to go towards the private road (Thunder road). which is currently 35 feet from center line and the changes will make it 25 feet from center line.

*Please use additional pages as needed*

APR 19 2018

Vern Matt Don Lynn  
Harold Lisa Carmen

my name is Amanda Thrush. I live at 1811 Selah loop rd. I have lived here since 2000. In the winter of 2016 my current home was damaged by heavy snow and ice. The damages were beyond repair. My current home is a 1985 28x48 foot double wide home. I would like to replace it with a 2018 30x60 double wide home. My current home sits 32 feet north of Thunder rd and 12 feet off my property line east of Selah loop rd.

After exhausting all other options with the Health department and City of Selah I am asking for an administrative adjustment to place the new home 22 feet off thunder rd and 12 feet from my property line on the west side of the home.

The Health department informed me that my lot was too small to reconfigure the location of my drainfield. It would not meet their minimum set back requirements in any other location on my lot.

The City of Selah said it was not a plausible option for me to hook up to the City sewer system at this time.

I will only be able to place 2 feet of the new home closer to the drainfield to meet the health departments minimum set back requirements. I am asking to place the other 10 feet closer to thunder rd.

I am also asking to stay 12 feet off my property line towards Selah loop rd by putting the extra

2 feet in width to the east of the new home.

Thunder rd is a private rd located outside of the urban development area. It is shared by 6 lots all under 5 acres and can not be subdivided. Some of the homes are closer to Thunder rd than I am proposing to place my new home. By placing my new home 10 feet closer to Thunder rd it will not impact the view triangle of any of the neighbors or people on the roadway.

Selah loop rd is west of my current home. My current home sits 12 feet off the property line towards Selah loop rd. The new home will also sit 12 feet off the property line towards Selah loop rd. I will be placing the extra 2 feet to the east. So I am asking for the same adjustment I currently have now on the new home.

By granting me the administrative adjustments I am asking for I will be able to place my new home at the only location possible at this time.

Thank you for considering my requests.

Amarda Thrush

4-15-18

North ↑

VAR18-007  
Public Services (S)

APR 19 2018

Vern Matt Don Lynn  
Harold Lisa Carmen

← 110" →

Amanda Thrush  
1811 Selah Loop  
#18142522003  
3/32 = 3'  
509 6540519

