



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

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: 25 foot front setback from Southern property line
45 foot setback from end of private road
(example: 15-foot rear yard setback from southern property line, or 6-foot fence along west property line)

4. Proposed standard: 5 foot front setback from Southern property line
15 foot setback from center of private road
(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? Would like to put in a shop
on Southwest corner of property - use existing driveway as access

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: 5 foot setback from south property line
15 foot setback from center of private road on west property line

8. How will the proposed adjustment impact your neighbors? Not at all -

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

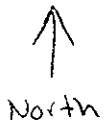
If yes, explain how the available sign area will be allocated between tenants or leasable spaces:

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

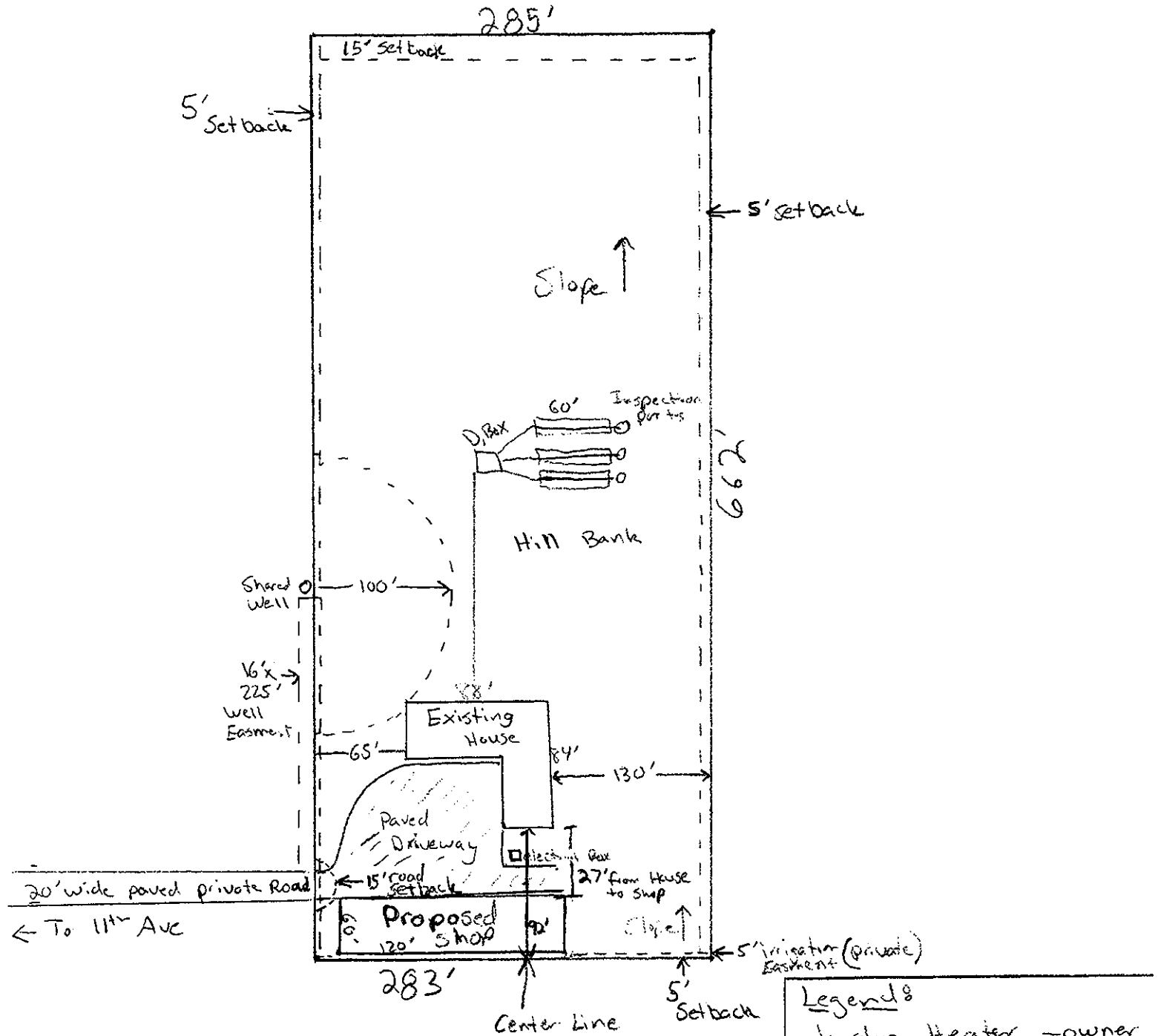
17. Is the adjustment needed due to inadequate sunlight? Yes No
18. What is the distance between the proposed structure and the existing structures on the adjoining property?

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 No

If yes, describe size, location and type: _____



Scale:
1 inch = 100 feet



Proposed Shop 120' x 60'
 Proposed South property line Setback = 5'
 Proposed West private road Setback = 15'

Legend:

Justin Healer - owner
 9-5-18 - Date
 Justin Healer - Preparer
 3219 S 11th Ave - address
 Yakima, WA 98902
 (509) 969-5013 - phone #
 181212 - 23416 - Parcel #



MINIMUM REQUIREMENTS SITE PLAN SUBMITTAL CHECKLIST

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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 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 checked="" 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 checked="" 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 checked="" 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 checked="" type="checkbox"/> | Location of structures on the adjoining lots, which may cause compatibility issues. |
| 15 | <input checked="" 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 checked="" type="checkbox"/> | Description of the extent to which any watercourse will be altered or relocated as a result of the proposal. |
| 17 | <input checked="" type="checkbox"/> | Proposed location and dimensions of community and other open space. |
| 18 | <input checked="" 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 checked="" 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 checked="" type="checkbox"/> | Location of adjacent public water, sewer main, fire protection systems and other underground facilities within or adjacent to the development. |
| 23 | <input checked="" 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. |



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 would like to build a shop/Garage
on the south side of my property. The

Shop would be 160 feet by 60 feet for a total of 9600 sq ft. I would like to place the shop 5' from the Southern property line and 19 feet from the Western property line. The Shop will be for private usage to store cars, Trucks, boats, and RV's. The Shop will use the current paved driveway and pad that exists for my house and garage. I currently live in a house on the property that is 4587 sq ft of living space plus a 3 car garage. My house is located 65 feet from the Western property line, 130 feet from the Eastern property line, and 92 feet from the Southern property line. I am proposing to adjust the Southern setback from 25 feet to 5 feet and the western setback off of the road easement from 45 feet to 15 feet setback. I propose these setbacks so I can use the current Road/ Drive way to access the shop as well as use the current paved driveway for my house which is 99 feet by 71 feet as the driveway and ~~access~~ access to the new shop. I am trying to have the External shell of the shop done by November 2018 and the shop fully done by May of 2019. I am currently filing to reduce the private irrigation easement on the Southern side of the property from 10 feet to 5 feet.

Please use additional pages as needed

I have also attached a ² typed out form for easy reading.

Narrative Form Typed

I would like to build a shop / garage on the southern side of my property. The shop would be 160 feet long by 60 feet wide for a total of 9600 square feet. I would like to place the shop 5 feet from the southern property line and 19 feet from the western property line. The shop will be for private usage to store cars, trucks, boats, and RVs. The shop will use the current paved driveway and pad that exists for my house and garage. I currently live in a house on the property that is 4578 square feet of living space plus a 3 car garage that is attached to the house. My house is located on the property, 65 feet from the western property line, 130 feet from the eastern property line, and 92 feet from the southern property line. I am proposing to adjust the southern setback from 25 feet to 5 feet and the western setback off the road easement from 45 feet to 15 feet. I propose these setbacks so I can use the current road to access the shop as well as use the current paved driveway for my house that is 99 feet wide by 71 feet deep as the driveway and access to the new shop. I am trying to have the external shell of the shop done by November 2018, and the shop fully done by May of 2019. I am currently filing to reduce the private irrigation easement on the southern side of the property from 10 feet to 5 feet with the assessor's office.

Why the Northern part of my property doesn't work.

There are several reasons why the northern part of my property does not work to put in my Garage / Shop:

1. It would be a couple hundred yards from my house as it would have to be below my yard, down the hill, and beyond my drain field, then the driveway pad to turn around and maneuver my 5th wheel on, to get into the Shop. This puts the Garage / Shop a couple hundred yards from my house to access in the elements and weather, which I would be doing several times a day to get to my vehicles.
2. It would be difficult to get a driveway down to the northern part of my property. I have my house, and well on the western side of the property which puts the driveway running behind my house and down the eastern side of the property. On the eastern side there are trees, a drain pipe, and a steep grade that would all have to be adjusted and removed to accommodate a driveway that I can take my 37 foot 5th wheel down.
3. I would have to put in a couple hundred yards of paved driveway plus a paved pad in front of the shop 160 feet by 90 feet. This is a huge expense plus, takes away from the vegetation that living in the country offers.
4. I already have a paved access on the southern part of my property that can be used as the pad for the Garage / Shop. There is already an existing 92 foot by 71 foot paved pad in which I could utilize for the Garage / Shop on the southern side of my property as access and turn around.
5. All of our neighbors have a gorgeous view of the valley from their properties and I went to extreme measure not to interfere with their views when I built my house. I am doing the same thing with the Garage / Shop by digging into a hill side and barring the majority of the shop so I do not interfere with any of my neighbor's views. The shop will ultimately be unseen by everyone around but me. If I build on the northern part of the property, I will block most of my view and will interfere / block at least six of my neighbors' views!

For the reasons listed above it is in everyone's interest including mine to build the Garage / Shop on the southern side of the property.