

# ESSENTIAL PUBLIC FACILITY PERMIT APPLICATION

## STEVENS COUNTY LAND SERVICES—PLANNING DIVISION

Street Address: 260 S. Oak—Courthouse Annex, Colville, WA  
Mailing Address: 215 S. Oak—Courthouse Annex, Colville, WA 99114  
Phone: 509-684-2401 Fax: 509-684-7525  
[www.co.stevens.us.wa/LandServices/index/php](http://www.co.stevens.us.wa/LandServices/index/php)

### FOR OFFICE USE ONLY

File Number: \_\_\_\_\_

Receipt: \_\_\_\_\_

Date Received: \_\_\_\_\_

This permit application is subject to criteria identified in Sec. 3.20.050 for an Essential Public Facility AND the decision criteria of Sec. 3.20.010 for a Conditional Use & Administrative Conditional Use Permits. The project shall be processed in accordance with Sec. 3.30.130 Consolidated Permit Process.

*(Type 4 Application)*

### Application Submittal Checklist:

**Application fee: \$750.00** Please make check payable to Stevens County Land Services.

- Two copies of the proposed site plan**, drawn to a scale large enough to clearly portray all of the detail. The site plan shall show the following:
  1. The size and dimensions of the property.
  2. Existing and proposed structures with distances to all property lines.
  3. Existing and proposed sewage disposal systems.
  4. Existing wells and water lines.
  5. Any surface water, such as lakes, ponds, streams or wetlands.
  6. The topography and physical characteristics of the lot, including slopes, drainage & elevation.
  7. The location of structures on adjoining properties.
  8. North arrow and scale of map.
- Supplemental information (if any)**
  1. Photographs of property area or structure for which Essential Public Facility is requested
  2. Other \_\_\_\_\_
- Completed application form.
- Completed **Environmental Checklist (unless exempt - Additional fee - See Fee Schedule)**

### APPLICANT SIGNATURES

This application is subject to all additions to and changes in the laws, regulations and ordinances applicable to the project until a Determination of Completeness is issued pursuant to SCC 3.30.110. I/We certify that the information contained on this application is true, complete and accurate to the best of my/our knowledge. I/We understand that information will be used by Stevens County for the purpose of determining whether this proposal meets the Decision Criteria specified in SCC 3.20.050. I/We hereby grant to Stevens County, the right to enter the above described location to inspect the proposed work.

Signature of: (Circle one) Property Owner

Primary Contact/Agent\*

**\*NOTE: As per SCC 3.30.100, Property owner is required to sign the application if the Agent does not have written proof of authorization.**

# ESSENTIAL PUBLIC FACILITY PERMIT

## CONTACT INFORMATION

**Primary Contact:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Day Time Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Property Owner(s):** \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Day Time Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

## PROPERTY LEGAL DESCRIPTION

Tax Parcel Number(s): \_\_\_\_\_

Legal Description

Sec. \_\_\_\_\_ Twp. \_\_\_\_\_ Rge. \_\_\_\_\_

Or Name of Subdivision: \_\_\_\_\_ Lot \_\_\_\_\_ Block \_\_\_\_\_

Site Address/City \_\_\_\_\_

## PROJECT DESCRIPTION

What is the existing use of the property?

Proposed use of the property and other information that describes your Essential Public Facility.

## REVIEW CRITERIA

The County Hearing Examiner and Board will consider the criteria listed in SCC 3.20.050 in reviewing applications for Essential Public Facilities (EPF) and the application for an EPF may only be approved if the applicant demonstrates that the proposal meets all of the criteria. Sec. 3.20.050(B) further requires that essential public facilities must also satisfy the criteria in Sec. 3.20.010 for a conditional use permit.

Some of the criteria established in Sec. 3.20.010.A(1-5) for conditional use permits and Sec. 3.20.050.A(1-6) for essential public facilities, are similar in nature. The questions listed below are designed to identify your project's compliance with the criteria, so please provide complete information to support your request.

### **Sec. 3.20.050 (A) Decision Criteria for Essential Public Facility Permits.**

1. How is the proposal consistent with the goals and policies of the Comprehensive Plan, any adopted Subarea Plan and applicable provisions of the County Code?

2. Has a site selection process been conducted and have alternative sites within the County or region been evaluated?

3. Has appropriate public participation occurred in the site decision process, consistent with state law? Have reasonable mitigation measures been developed that are appropriate with the project's scope, applicable requirements of the County Code, and state and federal law?

4. How does the proposed site meet the facility's minimum site development requirements? Does it meet requirements for setbacks, access, support facilities, public services, topography, geology and on-site mitigation needs?

5. Does the project incorporate specific features to ensure that it is designed to respond to the existing or intended character, appearance, quality of development and physical characteristics of the site and the surrounding property?

6. Can the proposal be reasonably mitigated or conditioned to adequately address impacts to life, property, the environment, public health and safety, transportation systems, economic development, displaced or affected businesses, and other identified impacts, where appropriate?

As noted above, Essential Public Facilities must also satisfy the criteria in Sec. 3.20.010 for a conditional use permit. This criteria, which is similar to the requirements in Sec. 3.20.050, is listed below. Please identify how the project is designed to meet this criteria.

1. The proposal is consistent with the goals and policies of the Comprehensive Plan and Subarea Plan where applicable;
2. Environmental Impacts associated with the use can be adequately mitigated through the imposition of reasonable conditions;
3. It is designed in a manner which his compatible with the character of existing development in the vicinity of the subject property;
4. It is not in conflict with the health and safety of the community;
5. The conditional use will be supported by adequate services and facilities, including any services and facilities that the applicant funds or provides.