

CONDITIONAL USE PERMIT

Planning and Economic Development Department 200 NE Moe Street | Poulsbo, Washington 98370 (360) 394-9748 | fax (360) 697-8269 www.cityofpoulsbo.com | plan&econ@cityofpoulsbo.com

A conditional use permit is a mechanism by which the city may require special conditions on development or on the use of land in order to ensure that designated uses or activities are compatible with other uses in the same land use district and in the vicinity of the subject property. For additional information on conditional use permit, refer to Chapter 18.230 of the Poulsbo Municipal Code (PMC).

There are two types of conditional use permits. An administrative conditional use permit (AC) application shall be processed as a Type II permit application; a conditional use permit (C) shall be processed as a Type III (quasi-judicial) permit application. Both Type II and Type III permits shall be processed according to the provisions of Title 19.

Administrative Conditional Use Permit Condition	onal Use Permit Proposed Use:			
PRO	DJECT:			
Project Name:	Tax Assessor's ID:			
Project Address:	Size of Property (Sq. Ft.):			
Comp Plan Designation:	Zoning Designation:			
Legal Description (attach sheet if necessary):				
Are there any critical areas on the property? (wetlands, s	teep slopes, streams, etc.)	NO		
APPI	LICANT:			
Name:	Phone:			
Address:				
Email:				
AGENT (IF DIFFERENT THEN APPLICANT):				
Name:	Phone:			
Address:				
Email:				
OWNER:				
Name:	Phone:			
Address:				
Email:				
APPLICATION SUBMITTAL REQUIREMENTS:				
The PED Department is now accepting all applications electronically. Please submit your application online here or email the materials to plan&econ@cityofpoulsbo.com.				
Application Fees and Deposits				

	A vicinity map showing the location of the property and surrounding properties.				
	Detailed site plan (and elevations, if applicable). Please Note: plans must be drawn at an engineering scale that allows each plan to fit on one sheet all buildings and structures shall be dimensioned all information shall be legible				
	Notarized property owner and/or applicant signature page (attached).				
	Any other information/documents:				
	REVIEW CRITERIA:				
The	e space below is provided for your answers. You may use additional sheets if necessary				
1.	Explain how the conditional use will not be materially detrimental to uses or property in the immediate vicinity of the subject property.				
2.	Explain how the design is compatible with and responds to the existing or intended character, appearance, quality of development and physical characteristics of the subject property and immediate vicinity.				
3.	Explain how the conditional use will be served by adequate public facilities including streets, fire protection and utilities.				
4.	Explain how the conditional use complies with all applicable requirements of this code.				



SIGNATURES:

I, the undersigned, state that, to the provided in this application is true and complete. nullify any decision made in reliance upon inform there be any willful misrepresentation or willful lack	nation given on this application form should
I hereby authorize City of Poulsbo re property Monday-Friday between the hours of 8:00 application process.	
	Signature of Applicant/Agent
	Print Name of Applicant/Agent
STATE OF WASHINGTON)) SS COUNTY OF KITSAP	
On this day of, 20 be and for the State of Washington, duly commissioned described in and who executed the within and for he/she/they signed the same as his/her/their free a purposes therein mentioned, and on oath stated that said instrument.	to me known to be the individual(s) oregoing instrument, and acknowledged that nd voluntary act and deed, for the uses and
WITNESS my hand and official seal this20	day of,
	NOTARY PUBLIC in and for the State of Washington Residing at
	Commission Expires

PROPERTY OWNER'S SIGNATURE (if other than applicant/agent):

nullify any decision made in reliance upon informathere be any willful misrepresentation or willful lac	
	Signature of Property Owner
	Print Name of Owner
STATE OF WASHINGTON)) SS COUNTY OF KITSAP	
On this day of, 20 be and for the State of Washington, duly commissione described in and who executed the within and fe he/she/they signed the same as his/her/their free a purposes therein mentioned, and on oath stated that said instrument. WITNESS my hand and official seal this	to me known to be the individual(s) oregoing instrument, and acknowledged that and voluntary act and deed, for the uses and the/she/they was (were) authorized to execute day of
	NOTARY PUBLIC in and for the State of Washington Residing at
	Commission Expires