



PLANNING DEPARTMENT

Mailing Address: P.O. Box 39, Concrete, Washington 98237

Office Location: 45672 Main Street, Concrete, Washington

98237 Phone: (360) 853-8401

VARIANCE (ZONING) CHECKLIST:

		PERMIT TYPE:	
Applicant Checklist		Variance	Office Use Only
SUBMITTAL REQUIREMENTS: The number indicates the number of copies for submittal (if applicable).			
	Master Permit Application (signed & notarized by all landowners involved)	3	
	Signed & Notarized Letter of Authorization if the applicant is not the landowner	3	
	Application Fee	✓	
	Conduct a Pre-Application Conference, if required by Planning Department	✓	
	<u>Project Narrative:</u> Describe what is proposed and how you meet each criteria of approval as listed in Concrete Municipal Code 19.68.140(3)	3	
	Critical Area Report, if required by Planning Department	3	
	Geotechnical Report, if required by Planning Department	3	
	SEPA Environmental Checklist, if required by Planning Department	3	
	Parking, Landscape, and Tree Preservation Plan(s), if required by Planning Department	3	
	Site Plan (Drawn to Scale & Surveyed –if applicable). For residential type of Uses, see “ Residential Building Permit Site Plan Checklist ” for the items that need to be shown on a site plan. For commercial type of uses, see “ Commercial Building Permit Site Checklist ” for the items that need to be shown on a site plan.	3	
	At time of submittal, provide Planning Department with a digital copy (on a Flash Drive, or CD of all application material and plans submitted. PDF format preferred.	✓	