



Community & Economic Development Department  
 Building and Land Use Services  
 747 Market Street, Room 345  
 Tacoma, WA 98402-3769  
 (253) 591-5577

# Land Use Permit Application

**Before submitting this form, review the instruction sheet for the type of permit for which you are applying.  
 Ask staff at the address above for the appropriate instruction sheet.**

<b>Type of Permit</b>			<b>For Office Use Only</b>	
<input type="checkbox"/> Boundary Line Adjustment	<input type="checkbox"/> Site Approval	<input type="checkbox"/> Variance	File No. _____	
<input type="checkbox"/> Binding Site Plan	<input type="checkbox"/> Special/Conditional Use	<input type="checkbox"/> Waiver	Env. Checklist	yes / no
<input type="checkbox"/> Plat	<input type="checkbox"/> Special Development	<input type="checkbox"/> Exception	Concurrency	yes / no
<input type="checkbox"/> Short Plat	<input type="checkbox"/> Temporary Use	<input type="checkbox"/> Other: _____	Pre-app meeting	yes / no
<input type="checkbox"/> Reclassification			Planner at mtg.	_____

<b>Applicant</b>		
Name:		Relationship to Property:
Mailing Address:		<input type="checkbox"/> Owner
City & Zip Code:		<input type="checkbox"/> Lessee
Phone: (Work)		<input type="checkbox"/> Contract Purchaser
(Fax)		<input type="checkbox"/> Other: _____
E-mail Address:		

<b>Property Description</b>				
Site Address: (or nearest intersection if no address)				
Assessor's Parcel Number(s):		Section	Township	Range
Legal Description: (may be attached)	_____ _____ _____			
Is there a wetland on the site?	yes / no	If yes, please describe: _____		
		_____		
		_____		

<b>Property Owners</b> (if different from applicant)			
Name:			
Mailing Address:			
City & Zip Code:			
Phone: (Work)			
(Home)			
(Fax)			

***Current Use of Property***

Please describe how the property is currently being used and what structures exist.

***Proposal***

Please describe your proposal. To help you write your description, review the requirements and criteria for the permit for which you are applying. ***Please address the permit requirements and criteria in your description below, or if more appropriate, in the maps and attachments you provide.***

***Attachments***

Please review the instruction sheet to determine what attachments must be submitted with your application. Types of attachments that may be required are:

- Site plans, floor plans and building elevations.
- Building or site sections.
- Landscape plans.
- Question sheets or studies.

I hereby state that I am the applicant listed above and that the foregoing statements and answers herein made, all information and evidence herein made, and all information and evidence herewith submitted are, in all respects and to the best of my knowledge and belief, true and complete. I understand that the filing fee accompanying this application is not refundable, is only for the purpose of partially defraying the normal administrative expenses of processing the application, and that the payment of said fee does not result in automatic issuance of the permit requested in this application.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Received, Public Works Department

\_\_\_\_\_  
Date