

119 West First Street  
Cle Elum, WA 98922



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[www.cityofcleelum.com](http://www.cityofcleelum.com)

## Type II and III Variance APPLICATION

The purpose of a variance is to provide relief to property owners where application of the Cle Elum Municipal Code may cause a hardship, due to unusual circumstances of the land. Variances are allowed to numeric provisions of the code such as setbacks, buffers, height, landscaping minimums, lot coverage and lot dimensions. Variances of up to 2% do not require review outside of the permit process required for the project. Variances of 2% to 10% are considered a Type II process which requires public notice. Variances over 10% require a public hearing in front of the Planning Commission.

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|---|
| PROJECT NAME:<br>_____  |
| APPLICANT NAME:<br>_____  |
| ADDRESS:<br>_____   |
| CITY, STATE, ZIP<br>_____   |
| PHONE (fax if available)<br>_____   |
| PROPERTY OWNER<br>_____   |
| PROJECT LOCATION<br>ADDRESS:<br>_____   |
| ASSESSORS SERIAL NUMBER:<br>_____   |
| ZONING:<br>_____  |
| DESCRIPTION OF PROJECT AND VARIANCE REQUESTED INCLUDING THE<br>SPECIFIC CODE SECTION FROM WHICH THE VARIANCE IS REQUESTED:<br>_____<br>_____<br>_____ |

ATTACH THE FOLLOWING:

1. Site plan indicating location of property boundaries, proposed improvements, existing access locations and dimensions, site improvements, adjacent public streets and driveway, the specific location of the variance and any features of the property that are present that cause the need for the variance.
2. A map indicating the subject property and all property within 300 feet of the site.
3. The names and addresses of all property owners within 300 feet of the subject site (if the ownership consists of multiple parcels the 300 feet shall be measured from the edge of the combined ownership).
4. If the applicant is not the legal owner a signed authorization from the legal owner is required;
5. Written narrative describing the project, and how the proposed variance complies with the criteria established by CEMC 17.85.
6. Required Fee: \$300.00 plus an hourly rate after the first three hours of staff time.

AUTHORIZATION:

The undersigned hereby certifies that this application has been made with the consent of the lawful property owner(s) and that all information submitted with this application is complete and correct. False statements, errors, and/or omissions may be sufficient for denial of the request. This application gives consent to the City to enter the properties listed above for the purposes of inspecting and verifying information presented in this application. The applicant further agrees to pay all fees associated with the review of this application.

Signature \_\_\_\_\_

Date \_\_\_\_\_