



**PROJECT  
NAME:**

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<b>FOR CITY USE ONLY Submitted</b>

**A. VARIANCE APPLICATION**

The following must be submitted with the application:

1.	A completed master land use application.
2.	The filing fee required pursuant to Bonney Lake Municipal Code Chapter 3.68
3.	2 SETS of mailing labels that include the names and addresses of adjoining property owners within 600 feet of all sides of the subject property along with stamped No. 10 envelopes that include a return label for the city: City of Bonney Lake, P.O. Box 7380, Bonney Lake, Washington, 98391. Include a vicinity map that shows the 600 foot radius and numbered to correspond with list of mailing labels. Please provide source of mailing information and date generated.
4.	(2 copies) Bonney Lake SEPA review submittal checklist and accompanying documents. Including JARPA.
5.	Explanation (a written narrative) of any modifications sought from the code standards and an explanation of how the proposal meets the following criteria for approval as defined in the BLMC Chapter 16.20.145
1.	The provisions of BLMC Title 16 would deny all reasonable use of the property;
2.	There is no other reasonable use with less impact on the critical area or its buffer than the use proposed by the applicant;
3.	The variance is the minimum necessary to allow a reasonable use of the property;
4.	The proposed development does not pose an unreasonable threat to the public health, safety, or welfare on or off the property;
5.	The proposal conforms with all other applicable regulations and code provisions;
6.	The applicant has proposed all reasonably possible mitigation pursuant to BLMC <a href="#">16.20.130(E)(3)</a> , or has shown that no mitigation is reasonably possible;
7.	The need for the variance is not the result of the applicant's deliberate actions;
8.	The variance would not impact anadromous fish habitat; and
9.	The application is sufficiently documented (for example, critical area report, mitigation plan, permit applications, and environmental documents) for the director or designee to make a determination regarding these criteria.
6.	All materials shall also be provided in PDF format on disk.

**Note the following:**

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**B. SITE PLAN (6 Copies) to include:**

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| 1. Location and ground elevations of buildings related to the action, parking areas, landscape areas, and other development features. |
| 2. All natural features including, but not limited to, topography (2' intervals), wetlands, streams, and steep slopes.                |
| 3. Location of the existing and proposed access and traffic circulation.  |
| 4. Scale (minimum of 1" = 50') and north arrow.   |
| 5. Setbacks (in feet) of all structures from existing and proposed lot lines.   |
| 6. All existing and proposed lot line dimensions.   |

Additional information may be required by the City. The applicant will be notified in writing if additional information is necessary.

**C. Signature and Authorization to work**

**Please Note:** In order to help work out any potential problems before the formal submittal, the City of Bonney Lake encourages applicants to attend a pre-application meeting.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

**If you have any questions, please call the  
Community Development Department at 253-447-4356**