GRANITE FALLS

VARIANCE APPLICATION SUBMITTAL CHECKLIST

☐ Application Fee

☐ Master Application Form (original + 10 copies)

☐ Declaration of Ownership Form (original)

☐ Adjacent Property Owners Form (property owners & site addresses within 300 feet or 500 feet when adjacent to natural resource lands) – original + map outlining properties

☐ Plot plan showing site and surrounding properties within 300 feet (taken from Snohomish County Assessor’s Maps)

☐ Vicinity Map (3 copies)

☐ Allegations of Applicant (written response to variance criteria as set forth in Section 19.5.020 of GFMC)

☐ A written statement addressing the decision criteria and any other information required by the City at the pre-application meeting, if applies

☐ Site Plan (10 full sized and 1 reduction to 11” x 17” or less)

☐ Site Plan Data (on site plan) – to scale and to include:

  ☐ The date, north arrow, and approximate engineering scale of 1”=50’;
  ☐ Property lines and dimensions;
  ☐ Location of existing streets and right-of-way;
  ☐ Existing and proposed structures and setbacks;
  ☐ Location of existing/proposed driveways and parking;
  ☐ Existing and proposed utilities services;
  ☐ All easements and uses;
  ☐ Drainage channels, water courses, marshes and ponds;
  ☐ Any regulated sensitive area such as wetlands, steep slopes or wildlife habitat;
  ☐ Any additional information that would help prove valuable in evaluating the variance request.