



City of Redmond Change or Alteration of Non-Conforming Use Application

PLEASE NOTE: INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

Fee **\$1352.05**

File Number: NC _____

PROPERTY OWNER AND APPLICANT INFORMATION

Applicant Name _____ Phone ____/____/____ Fax ____/____/____
Address _____ City _____ State _____ Zip Code _____
Email _____

Property Owner _____ Phone ____/____/____ Fax ____/____/____
Address _____ City _____ State _____ Zip Code _____
Email _____

PROPERTY DESCRIPTION

Property Location (address, intersection of cross street, general area) _____

Tax lot number: T15S, R13E, Section _____ Tax Lot(s) _____
Zoning _____ Total Land Area _____ (Square Ft.) _____ (acres) _____

PROJECT DESCRIPTION

Give a brief description of this project: _____

SUBMITTAL REQUIREMENTS

- A written statement describing the change or alteration.
- Title report verifying ownership. Please include property legal description.
- Burden of proof statement that addresses the standards required to change or alter a non-conforming use or structure.
- Site Plan (five (5) copies which must be folded individually, or in sets to 8 1/2" X 11" in size), plus one (1) reduced copy of site plan (8 1/2 x 11)
- Completed application.
- Additional information *may* be required depending on the request.

FOR OFFICE USE ONLY

Date Received: _____
Rec'd By: _____
Fee Paid: _____
Receipt #: _____

*****DEPOSIT ONLY- Fee May Be Higher Based
On Actual Cost of Services**

8.0660 Non-Conforming Uses - Continuation of a Non-Conforming Use or Structure.

Subject to the provisions of this article, a non-conforming use or structure existing prior to the effective date of these standards may be continued and maintained in reasonable repair. A structure conforming with respect to use but non-conforming regarding height, setback, or lot coverage may be altered or extended if the alteration or extension does not further deviate from these standards and does not adversely affect adjacent property or public right of ways.

8.0685 Alterations and Repairs.

1. Alteration of a non-conforming use shall be permitted to reasonably continue the use. Alteration of any such use may be permitted when necessary to comply with any lawful requirement for alteration in the use.
2. Any application for the alteration of a use under sub-section (1) above, including, but not limited to, an alteration necessary to comply with a lawful requirement, shall be permitted in accordance with these standards and this section. "Alteration" of a non-conforming use may be allowed when the owner / developer demonstrates that:
 - A. The alteration or change in the use results in less or no greater adverse impact to the neighborhood,
 - B. A change in the structure or physical improvement results in less or no greater adverse impact to the neighborhood.
 - C. There is no adverse impact on any public facility, including right of ways or public easements, located on or adjacent to the property.

By signing this application, the undersigned certifies that he / she has read and understands the submittal requirements stated above. Please note: submission of false or misleading information could lead to the denial of this application request.

Owner: _____ Date: _____
Signature

Applicant: _____ Date: _____
Signature

Note: If you are an authorized Agent, please attach a letter of authorization signed by the Property Owner allowing you to act in their behalf during this process.