



## **Special Use Permit**

When Required. A special use permit is required for any use identified as a special use in the zoning district in which it is located.

Apply for this permit online [here](#). When entering your application information under Quasi-Judicial Permits choose the following:

Permit type: Special Use

## **Criteria for Approval**

1. The proposed use will not be contrary to the intent or purposes and regulations of the Unified Development Code or the Yelm comprehensive plan;
2. The proposal is appropriate in design, character and appearance with the goals and policies of the Yelm comprehensive plan;
3. The proposed use will not cause significant adverse impacts on the human or natural environments that cannot be mitigated by conditions of approval;
4. The proposal will be served by adequate facilities including access, fire protection, water, stormwater control, and sewage disposal facilities;
5. The location, size, and height of buildings, structures, walls and fences, and screening vegetation associated with the proposed use shall not unreasonably interfere with allowable development or use of neighboring properties;
6. The pedestrian and vehicular traffic associated with the special use will not be hazardous to existing and anticipated traffic in the neighborhood.

## **Required Documents**

The documents listed below are the minimum necessary to proceed with the application process.

- Site plan drawing or drawings at a scale of not less than one inch for each 50 feet
- Mailing labels for all property owners within 300 ft of the site
- Potential requirements
  - Pocket gopher report

- Critical areas report
- Trip generation report (if generating over 25 new pm peak hour trips)
- Architectural renderings showing building façades
- Preliminary stormwater report
- Wetland delineation (if wetlands are on the property)
- SEPA checklist
- Additional information on required documents can be found [here](#)

For assistance with electronic plan submittals, refer to [requirements](#) for electronic plans

### **Fees and Timelines**

\$2,000

8-12 weeks (If more information is required, more time may be needed)