



Permit Center

210 Lottie Street, Bellingham, WA 98225
Phone: (360) 778-8300 Fax: (360) 778-8301 TTY: (360) 778-8382
Email: permits@cob.org Web: www.cob.org/permits

Land Use Application

Check all permits you are applying for in the boxes provided. Submit this application form, the applicable materials listed in the corresponding permit application packet(s) and application fee payment.

<input type="checkbox"/> Accessory Dwelling Unit <input type="checkbox"/> Binding Site Plan <input type="checkbox"/> Clearing Permit <input type="checkbox"/> Conditional Use Permit <input type="checkbox"/> Critical Area Permit <input type="checkbox"/> Minor Critical Area Permit <input type="checkbox"/> Design Review <input type="checkbox"/> Grading Permit <input type="checkbox"/> Home Occupation <input type="checkbox"/> Institutional <input type="checkbox"/> Interpretation <input type="checkbox"/> Landmark – Historic Certificate of Alteration <input type="checkbox"/> Legal Lot Determination <input type="checkbox"/> Nonconforming Use Certificate	<input type="checkbox"/> Parking Adjustment Application <input type="checkbox"/> Planned Development <input type="checkbox"/> Rezone <input type="checkbox"/> SEPA <input type="checkbox"/> Shoreline Permit <input type="checkbox"/> Shoreline Exemption <input type="checkbox"/> Subdivision-Short Plat/Lot Line Adjustment <input type="checkbox"/> Subdivision-Preliminary Plat <input type="checkbox"/> Subdivision-Final Plat <input type="checkbox"/> Variance <input type="checkbox"/> Wireless Communication <input type="checkbox"/> Zoning Compliance Letter <input type="checkbox"/> Other: _____	Office Use Only Date Rcvd: _____ Case #: _____ Process Type: _____ Neighborhood: _____ Area Number: _____ Zone: _____ Pre-App. Meeting: _____ Concurrency: _____
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Project Information

Project Address _____ Zip Code _____

Tax Assessor Parcel Number (s) _____

Project Description _____

Applicant / Agent

Primary Contact for Applicant

Name _____

Mailing Address _____

City _____ State _____ Zip Code _____

Phone _____ Email _____

Owner (s)

Applicant

Primary Contact for Applicant

Name _____

Mailing Address _____

City _____ State _____ Zip Code _____

Phone _____ Email _____

Property Owner(s)

I am the owner of the property described above or am authorized by the owner to sign and submit this application. I grant permission for the City staff and agents to enter onto the subject property at any reasonable time to consider the merits of the application and post public notice. I certify under penalty of perjury of the laws of the State of Washington that the information on this application and all information submitted herewith is true, complete and correct.

I also acknowledge that by signing this application I am the responsible party to receive all correspondence from the City regarding this project including, but not limited to, expiration notifications. If I, at any point during the review or inspection process, am no longer the Applicant for this project, it is my responsibility to update this information with the City in writing in a timely manner.

Signature by Owner/Applicant/Agent _____, Date _____

City and State where this application is signed: _____, _____
City State



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CERTIFICATE OF NON-CONFORMING USE

(PLEASE PRINT CLEARLY OR TYPE IN BLUE OR BLACK INK)

Application Requirements:

- A completed Land Use Application form
- All of the materials and information required by this form
- Application fee payment

Project Data:

1. Legal Description of Property _____
2. Name, Address, and Phone number of business if different than owner: _____

3. Describe the present use of the property. (For business, please include a description of the processes used, the number of employees, the type of equipment used and the number and type of company vehicles. Attach additional pages as necessary). _____

4. When was the use established at this address: _____
5. Has the use ever been vacant or discontinued for more than:
6 months? YES () or NO () 12 months? YES () or NO ()
What was the reason? _____
6. Have any permits or licenses been issued for the use at this address? (List or attach – example: business licenses, apartment licenses, etc.) _____

ADDITIONAL INFORMATION:

1. Site Plan - Please attach a site plan, drawn to scale (1"=20' or similar standard scale), in black ink showing:
 - a. The property lines;
 - b. All buildings;
 - c. The location, design and type of surfacing of all parking areas located on the property;
 - d. Any other special site features such as storage or equipment areas; and
 - e. North indicator and adjacent streets.
2. Floor Plan – Please attach a scaled (1/4" =1' or 1/8"=1') floor plan of the subject building(s) showing the size and use of all the interior rooms and spaces.

ADDITIONAL DOCUMENTATION:

Attach supporting documents, which will help verify the history of the use. Examples: rent receipts, affidavits from previous owners or tenants, deeds, or leases.

I hereby certify that the information herein disclosed is true and complete.

Legal Owner or Authorized Agent

STATE OF WASHINGTON)
) SS
COUNTY OF)

I CERTIFY that I know or have satisfactory evidence that _____ signed this instrument, on oath that he / she is authorized to execute the instrument and acknowledged it to be his / her free and voluntary act for the uses and purposes mentioned in the instrument.

Signature of Notary Public

(seal or stamp)

Date

Title

My Appointment Expires