

12835 Newcastle Way, Suite 200, Newcastle, WA 98056 www.newcastlewa.gov

# **CONDITIONAL USE PERMIT (CUP)** SUPPLEMENTAL APPLICATION FORM

Conditional Use Permit

## A conditional use permit is defined as “permit granted by the city, after review at a public hearing pursuant to NMC Title 19, to locate a permitted use on a particular property subject to conditions placed on the permitted use to ensure compatibility with nearby land uses.” ([NMC 18.06.123](https://www.codepublishing.com/WA/Newcastle/#!/Newcastle18/Newcastle1806.html))

## How to Submit

Electronic submittals are strongly suggested. Applicant must follow the City’s [electronic document submittal requirements](http://newcastlewa.gov/UserFiles/Servers/Server_4026035/File/Departments/Community%20Dev/New%20Applications%20and%20Handouts/ElectronicDocumentSubmittalRequirements_20190125.pdf) found on the City’s website. An application may be returned if all requirements are not followed.

**Questions?** Email [permit@newcastlwa.gov](mailto:permit@newcastlwa.gov)

**Project Information**

Permit Number and/or Associated Permit Number(s) (if known):Click here to enter text.

Project Name: Click here to enter text.

Parcel Number(s):Click here to enter text.

**Applicant’s Submittal Requirement Checklist and Descriptions**On the following pages you will find descriptions of the required items

|  |  |  |
| --- | --- | --- |
| Yes | No | Requirement Description |
|  |  | As a Type II application, has a **pre-application conference** been held with the City of Newcastle within the past 12 months pertaining to this proposal as required by NMC 19.09.010(A)?   Date of Preapplication Conference: Click here to enter a date. |
|  |  | Does this proposal reflect the comments provided by the City at the pre-application conference? If not, please explain:   Click here to enter text. |

**Overview of Submittal Requirements**

Did you remember all of the following documents?

|  |  |
| --- | --- |
| Included? | Requirement Description |
|  | [Master Land Use Application](http://newcastlewa.gov/UserFiles/Servers/Server_4026035/File/Departments/Community%20Dev/New%20Applications%20and%20Handouts/2019/Master%20Land%20Use%20Application.pdf) |
|  | Pre-Application Meeting Notes |
|  | Associated Development Application(s) |
|  | CUP Statement Letter |

**Applicant’s Statement**

I, Click here to enter first and last name. hereby affirm, under penalty of perjury, that I am the applicant of this proposal and that the property(ies) affected by this application, including any easements, is (are) under my exclusive ownership, or that this application has been submitted with the consent of all owners of the affected property(ies), including any easements. I further hereby affirm that the foregoing statements and answers are in all respects true and correct as to my understanding and belief as to those matters.

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Click here to enter a date.