

Conditional Use

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The intake checklist identifies minimum application elements necessary for the town to accept the application. Should any of the following minimum items not be provided, the application may not be accepted at the counter.

Applicant: Check each box under the applicant heading on this checklist to confirm items that are included in your submittal.

The required number of plan sets is 3 (three). If applying for multiple permits concurrently, submit the highest number of required plan sets.

General Requirements (1 original copy of each item is required):
If an item is not applicable, attach explanation.

Applicant

- Completed general application form
- Proof of agency and hold harmless agreement form
- Deed/title report
- The applicable fee(s)
- Record Sales Tax Under **#1713** Town of Hunts Point, WA 98004-1121, for purposes of reporting to the Department of Revenue

Other Requirements:

For Yacht Clubs:

- A description of the activity contemplated with sufficient detail to show compliance with HPMC 18.45.060

For Public Buildings:

- All materials necessary to obtain a site development permit and/or building permit, if applicable, together with evidence of compliance with the requirements of HPMC 18.45.020



Town Hall, 3000 Hunts Point Road, Hunts Point, WA 98004-1121, Phone 425.455.1834,
FAX 425.454.4586, Permit intake and issuance hours are Tuesday and Thursday,
8am-12pm and 1pm-5pm, Building Services Department 425.455.1834.