



# Rural Business Expansion or Change of Use Narrative

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**This narrative must be completed and uploaded as part of the application submittal. Please select the appropriate option below:**

- ☐ Rural Business Change of Use
- ☐ Rural Business Expansion over 1,500 square feet

1. Describe the proposal/business.
2. Describe the schedule, including any phasing, for development of your operation.
3. Describe the general schedule of the operation:
  - a. What days and hours will the operation be open? Describe how the hours of operation will not increase more than 10% or any measurable increase in evening or weekend hours.
  - b. How many people will be employed?
  - c. What will the employees' working hours be?
  - d. How many employees will work on-site?
  - e. How many employees will work off-site?
  - f. How many visitors or customers visit the site now? How many after the proposed project?

4. Describe how the proposed use will maintain the character, landscape, and lifestyle of the rural area. For new uses, proximity to existing businesses operating via special use permit shall be reviewed and considered for cumulative impacts.
  - a. Describe the location and size of any signs you propose to advertise your operation.
  - b. Describe the plans to prevent trespassing by employees, customers, or visitors to adjoining properties and maintain privacy of surrounding uses.
  - c. How will the operation be screened from public view? E.g., plants, shrubs, fences.
  - d. Describe how the proposed use is compatible with the neighboring properties.
  - e. Describe how proposed use will not cause potential adverse effects or conflicts on the public health, safety, and community welfare.
5. Proposed traffic of the operation:
  - a. Describe how the operation is accessed and how traffic will not increase more than 10%.
  - b. Describe how parking will be expanded so not to overflow onto adjacent roads or properties.
  - c. Describe the expected traffic impact of the operation on public roads.
  - d. Describe any internal road system the operation will have.

6. Describe how the operation impacts any of the following:
  - a. Noise from the operation.
  - b. Odors the operation will generate.
  - c. Steam, smoke, or dust the operation will generate.
  - d. Any vibrations the operation will generate.
  - e. Any heat from equipment or machinery the operation will use.
  - f. Air quality impacts.
  - g. Water pollution impacts.
7. Describe any heavy equipment or machinery the operation will use.
8. List any chemicals, waste oil, solvents, fuel, etc., the operation will use:
  - a. Describe how will they be stored.
  - b. Describe the plan for disposal.

9. If the operation will use a building, please describe the size, height, and construction type. The building must be shown on the site plan.

10. Describe the plan to provide the following for employees and the public.

- a. Current sewage disposal plan. Will this need to be upgraded?
- b. Current water supply for employees and the public. Will this need to be upgraded?
- c. Have any fire flow issues been addressed?

11. Regarding business expansion.

- a. Except for agricultural support services, the expansion may not exceed 50 percent of the gross floor area dedicated to the Rural Business use as of July 1, 1990, up to a maximum of 5,000 square feet. What is the size of the proposed expansion?
- b. The expansion must occur on the same lot upon which the existing use is located. Indicate where the expansion is proposed?
- c. Describe how detrimental impacts to adjacent properties or to existing easement rights on the property will not be increased or intensified.
- d. The expansion may not result in a formally small operation dominating the area.
- e. Is there a community development plan? If yes, is the proposed plan consistent with the adopted plan?

- f. For special uses in the Industrial Forest-NRL, Secondary Forest-NRL, Agricultural-NRL, and Rural Resource-NRL zones. Describe how the impacts on long-term natural resource management and production will be minimized.

12. Describe how the proposed use complies with Skagit County Code. Please cite code section.

Many of the questions above are derived from Skagit County Special Use Criteria [14.16.900\(1\)\(b\)\(v\)\(A-I\)](#) and has been provide here for reference.

The burden of proof shall be on the applicant to provide evidence in support of the application. The criteria for approval or denial shall include the following:

- A. The proposed use will be compatible with existing and planned land use.
- B. The proposed use complies with the Skagit County Code.
- C. The proposed use will not create undue noise, odor, heat, vibration, air and water pollution impacts on surrounding, existing, or potential dwelling units, based on the performance standards of [SCC 14.16.840](#).
- D. The proposed use will not generate intrusions on privacy of surrounding uses.
- E. The proposed use will not cause potential adverse effects on the general public health, safety, and welfare.
- F. For special uses in Industrial Forest—Natural Resource Lands, Secondary Forest—Natural Resource Lands, Agricultural—Natural Resource Lands, and Rural Resource—Natural Resource Lands, the impacts on long-term natural resource management and production will be minimized.
- G. The proposed use is not in conflict with the health and safety of the community.
- H. The proposed use will be supported by adequate public facilities or services and will not adversely affect public services to the surrounding areas, or conditions can be established to mitigate adverse impacts on such facilities.
- I. The proposed use will maintain the character, landscape and lifestyle of the rural area. For new uses, proximity to existing businesses operating via special use permit shall be reviewed and considered for cumulative impacts.