



## ***BENTON COUNTY PLANNING DEPARTMENT***

### **INFORMATION PACKET FOR COMMERCIAL SAND AND GRAVEL PITS, STONE QUARRIES AND OTHER MINERAL EXTRACTIONS**

This handout is designed to assist you in preparing your application for commercial sand and gravel pits, stone quarries, or other mineral extractions within the GMA Agricultural Zoning District. Applications may be mailed to the Benton County Planning Department at P.O. Box 910, or delivered to 1002 Dudley Avenue, Prosser WA 99350 or to the Benton County Building Department, 5600 W. Canal Drive, Kennewick WA 99336 between 8 a.m. and Noon and 1p.m. and 5 p.m.

Please have the following information with you when you come to the office to submit your application. If any of this information is not available we may not be able to process your application.

- 1. A complete application form and applicable non-refundable fee of \$300.00.** Including a scaled drawing showing in detail the location of any existing and proposed structures, roads, pits, etc. **All owners with an ownership interest in the property and all persons, if any, with separate ownership interest of the mineral rights in such property must sign the application.**
- 2. A report prepared by a "Qualified Professional" describing the nature of the resource(s) and its long term commercial value.** Said report must be accompanied by documented verification (i.e. Licenses and/or Certificates) that the individual who wrote the report is a Professional, qualified to determine the nature and commercial value of the resource.
- 3. A description of the surrounding land uses** within a 500' radius of the subject parcel. Provide a map or graphic with explanatory text.
- 4. Additional information** and/or permits may be required from other agencies such as, but not limited to; the Benton County Building Dept., the Benton Franklin District Health Dept., the Washington State Department of Health, Department of Ecology, or the respective city.

**Any information submitted to the Benton County Planning Department is subject to public records disclosure law for the State of Washington (RCW Chapter 42.17) and all other applicable law that may require the release of the documents to the public.**

**NOTE: THE APPLICATION FEE IS NON REFUNDABLE. THERE ARE NO GUARANTEES THAT YOUR APPLICATION WILL BE APPROVED.**

Upon acceptance of your application a file will be setup and the application routed to various reviewing agencies. Each agency will review your application and provide the planning department with their comments.

***APPEAL:*** Anyone aggrieved by the Manager's decision shall have 14 calendar days from the date of the decision to appeal to the Hearings Examiner. The Examiner shall conduct a public hearing on the request pursuant to Benton County Code, Section 11.52.131, upon receipt of a \$630.00 appeal fee. **(THIS FEE IS NON-REFUNDABLE).**

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*Any questions regarding this process should be directed to the Benton County Planning Department, 786-5612 - Prosser or 736-3086 - Tri-Cities. Our office hours are 8 a.m. to Noon and 1 p.m. to 5 p.m. Monday through Friday, except Holidays.*  
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***JURISDICTIONS TO BE CONTACTED***

**BENTON COUNTY PLANNING DEPT.**

Planning Annex,  
1002 Dudley Avenue,  
Prosser WA 99350  
Prosser - 786-5612  
Tri-Cities - 736-3086

**BENTON COUNTY BUILDING DEPT**

5600 W. Canal Drive,  
Kennewick WA 99336  
Prosser - 786-5622  
Tri-Cities - 735-3500

**BENTON COUNTY FIRE MARSHAL -**

The Fire Marshal works out of the  
Benton County Building Department  
5600 W. Canal Drive,  
Kennewick, WA 99336.  
Prosser - 786-5622  
Tri-Cities - 735-3500

**BENTON FRANKLIN DIST. HEALTH DEPT.**

Kennewick Office - 460-4205  
7102 W. Okanogan Pl.  
Kennewick WA 99336

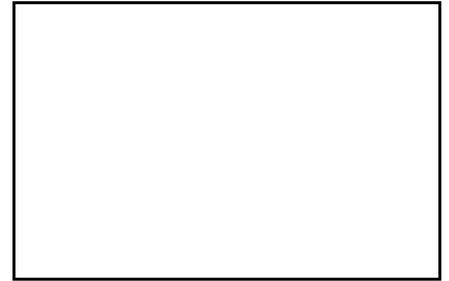
**DEPARTMENT OF NATURAL RESOURCES**

713 E. Bowers Rd.  
Ellensburg WA 98926

**DEPARTMENT OF ECOLOGY**

15 W. Yakima Ave., Suite 200  
Yakima WA 98902  
509-575-2800

**BENTON COUNTY PLANNING DEPARTMENT  
APPLICATION FOR COMMERCIAL  
SAND AND GRAVEL PITS,  
STONE QUARRIES AND MINERAL EXTRACTION SITES**



File No. \_\_\_\_\_

1. **Name and Address** of Applicant: \_\_\_\_\_

Phone Number: Home: \_\_\_\_\_ Work: \_\_\_\_\_

2. Legal owners **name and address:** \_\_\_\_\_

Phone Number: Home: \_\_\_\_\_ Work: \_\_\_\_\_

If you wish to be contacted by email please list your email address: \_\_\_\_\_

3. Parcel Numbers of property on which mineral extraction/use will occur. \_\_\_\_\_

4. Total acreage of parcel involved \_\_\_\_\_ What type of Mineral Resource (i.e. sands, gravel): \_\_\_\_\_

5. Current status as a commercial site: Active \_\_\_\_\_ Inactive \_\_\_\_\_ New \_\_\_\_\_  
Currently used as a private resource: Yes \_\_\_\_\_ No \_\_\_\_\_

Surface Mining Permit Number issued by the Department of Natural Resources (if any): \_\_\_\_\_  
Date Issued: \_\_\_\_\_

6. Estimate the amount of Mineral Resource that exists on the Subject Property (provide in cubic yards): \_\_\_\_\_

If the site is an active mineral resource area estimate the amount of mineral resource that existed prior to extraction and provide the amount extracted to date: \_\_\_\_\_

7. List utilities currently serving subject property:

WATER: Well \_\_\_\_\_ Private System \_\_\_\_\_ City System \_\_\_\_\_

SEWER: Septic Tank \_\_\_\_\_ City Sewer \_\_\_\_\_ Private System \_\_\_\_\_

POWER: PUD \_\_\_\_\_ REA \_\_\_\_\_

PHONE: Yes \_\_\_\_\_ No \_\_\_\_\_ Name of Utility \_\_\_\_\_



**ALL persons with an ownership interest in the property on which the land use action is proposed must sign the application other than interests exclusively limited to ownership of the parcel's mineral rights.**

**If the applicant and/or legal owner(s) is a corporation/partnership/LLC etc. please use the following signature block. Copy this page if more than one corporation/partnership/LLC signature is required.**

Applicant or Legal owner: \_\_\_\_\_

By: \_\_\_\_\_ / \_\_\_\_\_  
(print name) (Title)

Signature: \_\_\_\_\_ / \_\_\_\_\_  
(Signature) (Title)

The above signed officer of \_\_\_\_\_ (name of entity) warrants and represents that all necessary legal and corporate actions have been duly undertaken to permit \_\_\_\_\_ to submit this application and that the above signed officer has been duly authorized and instructed to execute this application.

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**AN APPLICATION FEE OF \$300.00 MUST BE SUBMITTED WITH THE APPLICATION. PLEASE MAKE THE CHECK PAYABLE TO THE BENTON COUNTY TREASURER. THIS FEE IS NOT REFUNDABLE.**

**FOR OFFICIAL USE ONLY:**  
Critical Area Review Completed by \_\_\_\_\_ on \_\_\_\_\_  
Application approved for processing by \_\_\_\_\_ on \_\_\_\_\_  
Zoning \_\_\_\_\_ Comp Plan Designation \_\_\_\_\_