

**INFORMATION REQUIRED TO REQUEST JOINT USE OF PARKING**  
**PULLMAN CITY CODE CHAPTER 17.40.070(2)**

**APPLICATION**

An application for joint use of parking will not be accepted until complete, as determined by the Planning Division. A complete application must include:

1. Application Form (attached).
2. Description: A written description of the proposal demonstrating that there would be no substantial conflict in the principal operating hours of the buildings, structures, or uses for which the joint use of the parking area is proposed.
3. Parking Plan: A plan of the proposed parking area, including the location and dimensions of the following:
  - a. individual parking spaces;
  - b. circulation area necessary to serve spaces;
  - c. access to streets and property to be served;
  - d. areas reserved for landscaping;
  - e. fencing or other types of screening.
4. Agreement: A written agreement for the joint use of parking signed by all applicable parties. If approved by the city, this agreement must be recorded with the Whitman County Auditor, and a copy thereof filed with the Pullman Planning Division.

All plans and maps required as part of this application shall be prepared in a reproducible format on a sheet with minimum dimensions of 8½ inches by 11 inches and maximum dimensions of 24 inches by 36 inches.

**ASSISTANCE**

The Planning Division is available for assistance by phoning 509-338-3220.

DATE APPLICATION RECEIVED: \_\_\_\_\_

DATE APPLICATION ACCEPTED AS COMPLETE: \_\_\_\_\_

**CITY OF PULLMAN**  
***APPLICATION FOR JOINT USE OF PARKING***

**APPLICANTS:**

**BUSINESS/ENTITY NAME:** \_\_\_\_\_

ADDRESS: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ HOURS & DAYS OF OPERATION: \_\_\_\_\_

\_\_\_ Initial here if you will accept email correspondence in lieu of hardcopy mail.

**BUSINESS/ENTITY NAME:** \_\_\_\_\_

ADDRESS: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ HOURS & DAYS OF OPERATION: \_\_\_\_\_

\_\_\_ Initial here if you will accept email correspondence in lieu of hardcopy mail.

**BUSINESS/ENTITY NAME:** \_\_\_\_\_

ADDRESS: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ HOURS & DAYS OF OPERATION: \_\_\_\_\_

\_\_\_ Initial here if you will accept email correspondence in lieu of hardcopy mail.

**PROPERTY LOCATION** (general or common address):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**All information provided in this application is said to be true under penalty of perjury by the laws of the State of Washington.**

\_\_\_\_\_  
Signature: Applicant No. 1

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature: Applicant No. 2

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature: Applicant No. 3

\_\_\_\_\_  
Date

This Application for Joint Use of Parking is being submitted with my consent.

\_\_\_\_\_  
Property Owner Signature

\_\_\_\_\_  
Date