



COMPREHENSIVE PLAN AMENDMENT APPLICATION

Mail: PO Box 371, Stevenson, Washington 98648 Email: planning@ci.stevenson.wa.us Phone: (509)427-5970

Applicant/Contact: _____

Mailing Address: _____

Phone: _____ E-Mail Address: _____

Property Owner (when applicable): _____

Mailing Address: _____

Phone: _____ E-Mail Address: _____

If There are Additional Property Owners, Please Attach Additional Pages and Signatures as Necessary

Submittal Requirements

Applicants must provide the following information for all Comprehensive Plan Amendment Applications.

The City will not accept applications without the required information.

- Application Fee** (\$ _____)
- Agreement to Pay Outside Consulting Fees** (When applicable)
- Completed Application Signed by the Applicant**
- Narrative of the Plan Amendment Explaining:**
 - Why the proposed amendment is being requested
 - How the proposed amendment meets the approval criteria of SMC 17.11
- Any Additional Information** (Reports or studies identified as necessary by the Zoning Administrator)

*The following information is required for any proposed **Comprehensive Plan Text Amendment**.*

- Proposed Amendatory Language**

*The following information is required for any proposed **Future Land Use Map Amendments**.*

- Site Plan** that is accurate and legible, includes a north arrow and scale and shows:
 - Existing and Proposed* Future Land Use and Zoning designations
 - Current use of all properties within the proposal area
 - Proposed use of any specific proposal in the proposal area
- Names and Addresses** of all property owners in the proposal area *and* all property owners within 300 feet of the proposal area boundary
- Signatures** of any property owners within the proposal area supporting the proposal

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SUBMIT TO:
City Hall
7121 E Loop Road

Comprehensive Plan Amendment Application

The following information is required for any proposed concerning **Affecting Specific Real Property**.

- Title Report** showing ownership and encumbrances of the subject property(ies)
- Site Plan** that is accurate and legible, includes a north arrow and scale and shows:
 - o Area and dimensions of all lots and adjacent public streets and private roads
 - o Location, dimensions, distance to property lines, and elevation plans for all existing and proposed structures, alterations and improvements
 - o Location and type of any known or suspected critical areas (as designated in SMC 18.13)
 - o Location of any significant trees (defined in SMC 17.10.740), public utilities, private wells, and drainfields
- Names and Addresses** of all property owners in the proposal area *and* all property owners within 300 feet of the proposal area boundary
- Signatures** of any property owners within the proposal area supporting the proposal

Applications without the required information will not be accepted. The City may request 3rd party review of any submittals. The cost of such review is generally the responsibility of the applicant. See SMC 17.11 for full details on proposing amendments to the comprehensive plan and the biennial amendment cycle.

Property Information

Applicants must provide the following information for all Future Land Use Map Amendments and proposals concerning Specific Real Property.

The City will not accept applications without the required information.

Property Address (Or Nearest Intersection): _____

Tax Parcel Number: _____

Existing Zoning: _____

Size of Area: _____

Existing Future Land Use: _____

Size of Area: _____

Proposed Future Land Use: _____

Water Supply Source: City Well

Sewage Disposal Method: City Septic

Current Uses of Land: Multi-Family Single-Family Commercial Vacant/Other

Brief Narrative of Request _____

As proponents and/or the property owners of the real property described in this proposal, our signatures indicate our approval of this proposal, with the understanding that the proposal is subject to review, approval, and/or denial under SMC Title 17.

I/we hereby provide written authorization for the City to reasonably access to the subject property to examine the proposal and carry out the administrative duties of the Stevenson Municipal Code.

Incomplete applications will not be accepted. • Ensure all required submittals are included.

Signature of Applicant: _____ **Date:** _____

Signature of Property Owner(when applicable): _____ **Date:** _____

For Official Use Only:

Date Application Received: _____

Date Application Complete: _____