



COMPREHENSIVE PLAN FUTURE LAND USE MAP AMENDMENT SUBMITTAL REQUIREMENTS

The Washington State Growth Management Act allows cities to consider proposed amendments to their comprehensive plans no more frequently than once per calendar year. Chapter 16.30 of the Black Diamond Municipal Code establishes the process through which plan amendments may be proposed.

Submittal Requirements

Sufficient *N/A*

<input type="checkbox"/>	<input type="checkbox"/>	1. One copy of a completed City of Black Diamond Master Planning Permit Application form.
<input type="checkbox"/>	<input type="checkbox"/>	2. Ten copies of a vicinity map
<input type="checkbox"/>	<input type="checkbox"/>	3. Ten copies of a map at a minimum scale of 1"=50': <ul style="list-style-type: none"> <input type="checkbox"/> Show all parcels and parcel numbers included in the proposed map amendment. <input type="checkbox"/> The area of each parcel proposed for amendment. <input type="checkbox"/> The existing and proposed land use designation; concurrent zone change being requested. <input type="checkbox"/> All natural features including, but not limited to wetlands, steep slopes, and streams. <input type="checkbox"/> Existing public and private roads; existing structures, if any. <input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	4. Ten copies of a written narrative addressing each of the following: <ol style="list-style-type: none"> 1. Both a general and legal descriptions of the affected properties. 2. A description of the plan amendment being requested. 3. Statements addressing the purpose of the amendment and why the amendment is being requested, addressing these criteria: <ul style="list-style-type: none"> • The proposed change will further and be consistent with the goals, objectives and policies of the comprehensive plan; and • The existing land use designation was clearly made in error or due to an oversight; or • There has been a change in conditions since the plan was adopted/last amended. • Alternatively, any of the criterion listed in BDMC 16.30.100.C.
		5. Environmental Checklist (confer with staff to determine if needed).
<input type="checkbox"/>	<input type="checkbox"/>	6. Contact Information sheet for all affected parcels (attached)
<input type="checkbox"/>	<input type="checkbox"/>	7. Application fee

Application

An application for a comprehensive plan amendment must be submitted to the Community Development Department by June 13, 2014 to be considered during the 2014 amendment cycle. To be considered, the application shall include all the items listed under the submittal requirements.

Review

The application will be reviewed by staff and forwarded to the Planning Commission. The Planning Commission will consider an assessment and recommendation on from the staff, conduct a public hearing and shall make and forward a recommendation the City Council, most likely in the Fall. The City Council makes the final decision on all proposed amendments to the Comprehensive Plan.

Questions:

Please call the Community Development Department at 360-886-5700 if you have any questions regarding the application form or submittal requirements.



**Information for Applications
Affecting Multiple Parcels**

Applications affecting multiple parcels must submit this page, completed and signed, for each parcel affected by the proposal.

Contact Information

Taxpayer or legal owner name:
Mailing Address:
City/State/Zip Code:
Telephone:
Email:
Site Address:
Legal Description:
Parcel Number(s):
Total acreage or square footage of parcel(s):

Signature of Property Owner	Date
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