



JEFFERSON COUNTY

DEPARTMENT OF COMMUNITY DEVELOPMENT

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www.co.jefferson.wa.us/commdevelopment

Application for Formal Site-Specific Comprehensive Plan / UDC Amendment¹

MLA # _____	PROJECT/APPLICANT NAME: _____
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*For Comprehensive Plan amendments, applications must be completed and submitted to the Department of Community Development by **March 1** of the current calendar year in order to be considered during the annual amendment process. Completed applications that are received after March 1 will be placed on the docket for the following calendar year. Applications for UDC amendments may be considered on a rolling basis. Applications that are incomplete (i.e., that do not include all of the information required below) will be returned to the applicant.*

Submittal Requirements

1. A completed Master Land Use Application. Representative authorization is required if application is not signed by owner.
2. A completed and signed State Environmental Policy Act (SEPA) checklist.
3. Comprehensive Plan/UDC Amendment application fee (as applicable), as set forth in the Jefferson County Fee Ordinance, as amended.
4. Any additional information deemed necessary by the Administrator to evaluate the proposed amendment.
5. Please prepare and label as "Exhibit A," a vicinity map showing the following:
 - a. The location of the area proposed to be redesignated;
 - b. The land use designation of all property within five hundred (500) feet of the site; and
 - c. The uses of all properties located within five hundred (500) feet of the site.
6. Please prepare and label as "Exhibit B," a description of the proposed Plan/UDC amendment and any associated development proposal(s), if applicable. Applications for project-related formal site-specific redesignations must include plans, and information or studies accurately depicting existing and proposed uses and improvements. Applications for such redesignations that do not specify proposed uses and potential impacts are assumed to have maximum impact to the environment and public facilities and services.
7. Please prepare and label as "Exhibit C," a map that depicts existing conditions on the site and within the general vicinity [i.e., within a three hundred (300)-foot radius]. The exhibit must depict topography, wetlands and buffers, easements and their purpose, and means of access to the site. The intent of the exhibit is to clearly illustrate the physical opportunities and constraints of the site.
8. Please provide an explanation of why the amendment is being proposed. (Attach additional sheets, if necessary.)

¹ See JCC Chapter 18.45.

9. The current land use designation/zoning of the site is: _____
10. The proposed land use designation/zoning of the site is: _____
11. The current use of the site is: _____

12. The proposed use of the site is: _____

13. If changes to Comprehensive Plan or UDC text are required, please prepare and label as "Exhibit D," proposed amendatory language (i.e., to affected text of both the Comprehensive Plan and UDC) shown in "bill" format, with text to be added indicated with underlining (e.g., underlining), and text to be deleted indicated with strikeouts (e.g., ~~strikeouts~~).
14. Please prepare and label as "Exhibit E," a **thorough** explanation of how the proposed redesignation/rezone and associated development proposals, if any, meet, conflict with, or relate to the following inquiries:
- a. Have the circumstances related to the proposed amendment and/or the area in which it is located substantially changed since the adoption of the Jefferson County Comprehensive Plan?
 - b. Are the assumptions that form the basis for the Jefferson County Comprehensive Plan no longer valid, or has new information become available that was not considered during the process of adoption of the Jefferson County Comprehensive Plan or any subsequent amendment?
 - c. How does the proposed amendment reflect current widely held values of the residents of Jefferson County?
 - d. Does the proposal meet concurrency requirements for transportation?
 - e. Does the proposal adversely affect adopted level of service standards for public facilities and services other than transportation (e.g., sheriff, fire and emergency medical services, parks, fire flow, and general governmental services)?
 - f. Is the proposal consistent with the goals, policies and implementation strategies of the various elements of the Jefferson County Comprehensive Plan?
 - g. Will the proposal result in probable significant adverse impacts to the county's transportation network, capital facilities, utilities, parks, and environmental features that cannot be mitigated?
 - h. Will the proposal place uncompensated burdens upon existing or planned service capabilities?
 - i. How is the subject parcel(s) physically suitable for the requested land use designation and the anticipated land use development including, but not limited to the following:
 - (i) Access;
 - (ii) Provision of utilities; and
 - (iii) Compatibility with existing and planned surrounding land uses?
 - j. Will the proposal, if adopted, create a pressure to change the land use designation of other properties? If the answer is yes, how would such change of land use designation on other properties be in the long-term best interests of the county as a whole?
 - k. Does the proposed site-specific amendment materially affect the land use and population growth projections that are the bases of the Comprehensive Plan?
 - l. If the proposed redesignation/rezone is located within an unincorporated urban growth area (UGA), would the proposal materially affect the adequacy or availability of urban facilities and services to the immediate areas and the overall UGA?
 - m. Is the proposed amendment consistent with the Growth Management Act (Chapter 36.70A RCW), the Countywide Planning Policy for Jefferson County, and other applicable inter-jurisdictional policies or agreements, and any other local, state or federal laws?

15. *The applicant hereby certifies that the statements contained in this application are true and provide an accurate representation of the proposed amendment; and the applicant(s) hereby acknowledges that any approval issued on this application may be revoked if any such statement is found to be false.*

APPLICANT'S SIGNATURE

DATE

PROPERTY OWNER'S SIGNATURE

DATE

PROPERTY OWNER'S SIGNATURE

DATE

PROPERTY OWNER'S SIGNATURE

DATE

[NOTE: For all required signatures, representative authorization is required if application is not signed by the owner.]