



**CHELAN COUNTY
INFORMATION MATERIALS FOR A DEVELOPMENT
REGULATION TEXT AMENDMENT APPLICATION**

This packet is designed to assist you in preparing your application for a Development Regulation text amendment. Applications may be submitted to the Chelan County Building/ Fire Safety and Planning Department, 411 Washington St., Wenatchee, WA 98801 between 8 a.m. and 5 p.m. Monday through Friday, except holidays.

Please provide the following information at the time of submittal. If any of this information is not provided we will be unable to process your application.

- A completed application form**
- Applicable non-refundable fees**
- A complete Environmental Checklist signed and dated by the applicant or designated agent and application fee.**
- Agent authorization form (If an agent is representing the applicant)**

NOTE: APPLICATION FEES ARE NON-REFUNDABLE. THERE ARE NO GUARANTEES THAT YOUR COMPREHENSIVE PLAN AMENDMENT WILL BE APPROVED.

After the application is accepted there is a twenty-eight (28) day period where a determination of completeness will be issued. Once the determination is made the application will be docketed for sixty-day review to the required state agencies.

Following the sixty-day review a public hearing will be held with the Planning Commission. The Planning Commission will provide a recommendation to the Board of County Commissioners.

The Board of Commissioners will hold a public meeting in to consider adoption of the Planning Commission's recommendations.

Any questions regarding this process should be directed to the Chelan County Building, Fire Safety and Planning Department, (509) 667-6225. Our office hours are 8 a.m. to 5 p.m. Monday through Friday except holidays.

FOR DEPARTMENTAL USE ONLY

Date Received: _____ Received By: _____ Received via US Mail: _____ Accepted: _____ Fees Paid: _____ Receipt No: _____	Date Stamp: _____
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CHELAN COUNTY COMPREHENSIVE PLAN TEXT AMENDMENT APPLICATION

SECTION I: APPLICANT/AGENT INFORMATION

APPLICATION REQUIREMENTS FOR COMPREHENSIVE PLAN TEXT AMENDMENT

Applications for text amendments to the Chelan County Comprehensive Plan must be submitted to the Director of the Chelan County Department of Building/Fire Safety and Planning by the February 15th for consideration in the first amendment cycle, and August 15th for consideration in the second amendment cycle, or the first business day thereafter if these dates fall on a weekend day. Amendment requests submitted after said date shall be processed during the next amendment cycle. Applications must contain the information noted below. It may be necessary for the applicant to attach an additional page(s) to adequately address a question(s):

1. **Applicant:** _____ Phone _____
 Address: _____ Bus. Phone: _____
 City & State: _____ Zip Code: _____
2. **Agent:** _____ Phone: _____
 Address: _____ Bus. Phone: _____
 City & State: _____ Zip Code: _____
3. **Contact person:** _____ Phone: _____
 Address: _____ Bus. Phone: _____
 City & State: _____ Zip Code: _____

SECTION II. DEVELOPMENT REGULATION TEXT AMENDMENT QUESTIONS

THE FOLLOWING QUESTIONS MUST BE ANSWERED FOR LAND USE MAP/ZONING DESIGNATION AMENDMENT APPLICATIONS.

1. A detailed statement of what is proposed to be changed.

2. Explain why the Development Regulation text amendment is needed. What public land use issue or problem is resolved by the proposed amendment?

3. Explain how the proposed amendment is consistent with the goals of the Washington State Growth Management Act (RCW 36.70A) as amended.

4. A statement of how the proposed map amendment complies with or supports the Comprehensive Plan's goals and/or any applicable County-Wide Planning Policies.

5. Will the proposed amendment affect lands designated as resource lands of long term commercial significance and/or critical areas? If so, how will the proposed amendment impact these areas?

6. Explain how the proposed change would serve the interests of the public as a whole, including health safety or welfare.

SECTION III DEVELOPMENT REGULATION AMENDMENT CRITERIA

The approval, modification or denial of a Development Regulation amendment application shall be evaluated on, but not limited to, the following criteria:

1. The amendment is necessary to resolve a public land use issue or problem.
2. The amendment is consistent with goals of The Growth Management Act, RCW 36.70A
3. The amendment complies with or supports Comprehensive Plan goals and policies and/or County Wide Planning Policies.
4. The proposed amendment does not adversely affect lands designated as resource lands of long term commercial significance or critical areas in ways that cannot be mitigated.
5. The amendment is based on sound land use planning practices and would further the general public health, safety and welfare

SECTION IV SIGNATURE

I hereby certify that that all information submitted with this application is complete and correct. False statements, errors, and/or omissions may be sufficient cause for denial of the request.

Applicant Name: _____

Applicant Signature: _____ Date: _____

Agent Name: _____

Agent Signature: _____ Date: _____

This application shall be subject to all additions to and changes in the laws, regulations, and ordinances applicable to the proposed development until a determination of completeness has been made pursuant to CCC 14.08.030, except variance, planned development, and rezone requests.

SECTION V: AGENT AUTHORIZATION FORM

I am authorizing _____, to act as my agent or on my behalf, for the purpose of: _____

_____.

I certify or declare under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Address _____

City and State _____ Zip Code _____

Phone _____ Date _____

for (corporation or company name) _____

Signature _____

At _____

(Here signator must state place of signing which may be different than address.)

ACKNOWLEDGEMENT

State of Washington }
 }
Chelan County }

On this day personally appeared before me _____ to be known the individual described in and who executed within and foregoing instrument and acknowledge to me that _____ signed the same as _____ free and voluntary act and deed for the uses and purposed therein mentioned.

NOTARY PUBLIC in and for the
State of Washington
Residing in _____
Date: _____