



## COMPREHENSIVE PLAN TEXT 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. In 2009, the City adopted Ordinance 912, which establishes the process through which plan amendments may be proposed.

### Submittal Requirements

*Sufficient N/A*

<input type="checkbox"/>	<input type="checkbox"/>	1. <b>One copy</b> of a completed City of Black Diamond Master Planning Permit Application form.
<input type="checkbox"/>	<input type="checkbox"/>	2. <b>Ten copies</b> of a written narrative addressing each of the following: <ol style="list-style-type: none"> <li>1. Describe the proposed text amendment, indicating the exact nature of the change sought. If possible, provide suggested text language. Also if the proposal is to amend or delete existing text, include the applicable Comprehensive Plan citation and use <u>underline</u> to indicate new text and <del>strikeout</del> for text proposed for deletion.</li> <li>2. Statements addressing the purpose of the amendment and why the amendment is being requested, addressing this criteria: <ul style="list-style-type: none"> <li>• The proposed change will further and be consistent with the goals, objectives and policies of the comprehensive plan; and</li> <li>• Alternatively, any of the criterion listed in BDMC 16.30.100.C.</li> </ul> </li> <li>3. Attach any additional information that supports your request.</li> </ol>
<input type="checkbox"/>	<input type="checkbox"/>	3. Fees and Deposit

### Application

An application for a comprehensive plan amendment must be submitted to the Community Development Department by June 1<sup>st</sup>, 2010 to be considered in the current calendar year. 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 shall consider an assessment and recommendation on all proposed amendment requests from the community development department and shall make and forward a recommendation on each to the city council, most likely in the Fall.

### Questions:

Please call the Community Development Department at 360-886-2560 if you have any questions regarding the application form or submittal requirements.