



www.redmond.gov/LandUseForms

Comprehensive Plan Amendment



(2016-2017) AMENDMENT PACKAGE

Office Use Only

DATE: _____ ACCEPTED BY: _____

LAND: _____

PAYMENT METHOD: **NO FEE**

This application is for requesting an amendment to Redmond's Comprehensive Plan and associated Zoning Code provisions as part of the 2016-2017 Comprehensive Plan amendment process.

BACKGROUND

Changes to the Comprehensive Plan, and some Zoning Code regulations such as property-specific zoning designations, are allowable once per year under state law. As the first step in this process, the City invites interested parties to identify proposed changes. Afterward, the Redmond Planning Commission and then City Council review and confirm the list of amendments to be considered over the course of the year, including privately-initiated amendments. The purpose of establishing this list (known as the annual *Comprehensive Plan Docket*) is to coordinate proposed changes and to help the community track progress.

APPLICATION PROCESS AND DEADLINE

Any individual, organization, business, or other group may propose an amendment. Proposals to amend the Comprehensive Plan and associated Zoning Code provisions must be received by email to jfani@redmond.gov by **5 pm on Monday, April 20, 2016**. Proposals received after the deadline will be considered as part of subsequent annual docketing processes. There is no fee for Comprehensive Plan or Zoning Code amendments requested during this process, nor are fees required for associated State Environmental Policy Act (SEPA) review. See page 3 for submittal instructions, including requirements for property owner signatures.

STAFF CONSULT AND APPLICATION DEADLINES

Consultation with Long Range Planning staff is required prior to submitting an application. Contact Judy Fani Senior Planner, to coordinate: jfani@redmond.gov or 425-556-2406

Purpose of staff consult is to:

- review the proposal
- answer questions;
- preliminarily identify consistency issues; and
- ensure application completeness.

The 2016-17 Comprehensive Plan Amendment process includes two deadlines as described below:

Round 1: April 20, 2016

An application must be received by 5PM on this date for consideration in the 2016-17 Comprehensive Plan Amendment docket.

Round 2: May 16, 2016

If Round 1 submittal is determined incomplete it will be returned. Applicants must provide complete applications by this date to be considered for inclusion in 2016-17 Comprehensive Plan Amendment docket.



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COMPREHENSIVE PLAN APPLICATION

NOTICE: Materials must be submitted by email. Materials delivered by courier or by mail **will not be accepted.**

Amendment Name: _____

Site Address(if applicable): _____

Parcel Number(s) (if applicable) _____

Acres: _____ (if applicable) Existing Zoning designation: _____ (if applicable)

CONTACT INFORMATION

Applicant: _____

Company Name: (if applicable) _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Email: _____

AUTHORIZED AGENT

The undersigned hereby certifies that all information submitted with this application is complete and correct to the best of my knowledge.

Print Name: _____ Date: _____

Signature: _____

ELECTRONIC SUBMITAL STANDARDS

After staff pre-consult, application materials must be completed electronically, and submitted as follows:

A. PDF File format File Naming Standards:

Application forms should be submitted as PDF documents. Email attachments should be clearly named so they correspond to the forms identified on Page 3.

B. Send PDFs as email attachments:

Include "Comprehensive Plan Amendment Application" in the subject line and send to jfani@redmond.gov

C. Application should be packaged as 4 PDFs

The Comprehensive Plan Amendment application has four components as described on Page 3. Each component should be submitted as a stand-alone PDF. Additional responses to applications questions, or other materials such as maps, calculations, or reports should be embedded in the PDF for which they support.

DESCRIPTION OF PROPOSED AMENDMENT

If this proposal is for a **text amendment**, provide the specific language for the proposed amendment in the space below or attach to this form. Reference the Comprehensive Plan pages or sections to be amended. Comprehensive Plan can be accessed at www.redmond.gov/compplan

Answer questions below if proposal is for a **property specific amendment**. Also complete questions on Page 5 if proposing to change the **Land Use Map (Map LU 1)**:

What is the current Comprehensive Plan land use designation and zoning?

What is your desired Comprehensive Plan land use designation and zoning?

Describe what type of development is envisioned for the area proposed for the amendment . A conceptual drawing of the proposed development may be required.

What land uses are located on and adjacent to the area proposed for amendment?

SUBMITTAL REQUIREMENTS

The application package includes four forms as described below. Also see E-submittal standards, Page 2.

1. Complete & signed copy of **this form**. E-sign is ok.
2. If a change to Land Use Map or Zoning Map is proposed, include a map with the following information:
 - Parcels and streets in affected area.
 - Parcel numbers and street address(es) in affected area.
 - Scale between 1-inch equals 100' and 1 inch equals 800 feet.
3. Special application requirements (RZC 21.76.070 AF.4) may apply to proposed rezones:
 - Include a **Signature Document** showing the proposed rezone with signatures of support from owners representing at least 75% of the subject area and signatures representing at least 75% of the owners of property in the subject area if the

area proposed for rezone contains two or more of the following.

- up to 5 property owners
 - a small portion of a zone or planning area
 - only land area with related physical characteristics
4. Complete and signed **General Application form**. Direct link to electronic form [here](#) (opens a PDF document)
 5. State Environmental Policy Act (SEPA) **Application and Checklist** Direct link to electronic form [here](#) (opens a PDF document)
 6. SEPA Critical Areas Fee **Worksheet** (No fees collected; but worksheet still required) Direct link to electronic form [here](#) (opens a PDF document)

Items 4-5 above can also be accessed at www.redmond.gov/landuseforms

COMPREHENSIVE PLAN AMENDMENTS QUESTIONS

Questions 1 through 8 apply to **all proposed amendments**. Please answer the questions on this page, or attach additional pages as needed, embedding them in the same PDF as this application (see submittal standards on Page 2).

1. What is your proposed amendment intended to accomplish?
2. How will your proposal support the goals contained in Redmond's Comprehensive Plan? Goals are shown on page 6.
3. How will your proposal support other applicable policies and provisions from Redmond's Comprehensive Plan? Plan can be accessed at www.redmond.gov/compplan.
4. What impacts might your proposal have on the natural environment, such as critical areas or other natural areas?
5. What economic impacts might your proposal have, such as impacts for businesses, residents, property owners, or Redmond City Government?
6. How will your proposal address the long-term interests and needs of the community as a whole?
7. Are you aware of any public support for your proposed amendment?
8. If your proposal has been considered within the last four years, what circumstances have changed to make the proposed amendment appropriate?

LAND USE MAP QUESTIONS

Questions 9 to 14 apply only to changes to the Land Use Plan Map or land use designation. In _____ address ing these additional questions, describe both positive and negative impacts and any measure you would take to mitigate negative impacts

9. Describe the suitability of the area for the proposed designation, considering the adjacent land uses and the surrounding development pattern, and the zoning standards under the potential zoning classification.

10. What is the potential for the uses allowed under the proposed designation to be incompatible with uses or property in the immediate vicinity of the subject property? How would adverse impacts be mitigated?

11. Describe the extent to which the proposal supports: a) Redmond's preferred land use pattern as described in the Comprehensive Plan Land Use Element, and b) the community character object contained in Redmond's Comprehensive Plan. *See the Community Character or Land Use Element of the Comprehensive Plan or the elements specific to neighborhoods.*

12. Describe any probable advance environmental impacts that might result from the proposed change in land use designation. How would any adverse impacts be mitigated?

13. Describe the extent in which adequate public facilities and services are likely to be available to serve the development allowed under the proposed land use designation.

14. If a change in allowed uses is proposed, discuss the need for the land use which would be allowed and whether the change would result in loss of capacity to accommodate other needed uses. Consider especially, whether the proposed change complies with the City policy HO-16, which would prohibit any rezone that reduces capacity for residential development without first approving another rezone that at least replaces the lot capacity elsewhere in the City.

GOALS FOR REDMOND

- To conserve agricultural lands and rural areas, to protect and enhance the quality of the natural environment, and to sustain Redmond's natural resources as the City continues to accommodate growth and development.
- To retain and enhance Redmond's distinctive character and high quality of life, including an abundance of parks, open space, good schools and recreational facilities.
- To emphasize choices and equitable access in housing, transportation, stores and services.
- To support vibrant concentrations of retail, office, service, residential and recreational activity in Downtown and Overlake.
- To maintain a strong and diverse economy and to provide a business climate that retains and attracts locally owned companies, as well as internationally recognized corporations.
- To provide opportunities to live a healthy lifestyle, enjoy a variety of community gathering places and celebrate diverse cultural opportunities.
- To provide convenient, safe and environmentally friendly transportation connections within Redmond and between Redmond and other communities for people and goods.
- To cultivate a well-connected community, working together and with others in the region to implement a common vision for Redmond's sustainable future.