



Comprehensive Plan Amendment Application



Redmond
WASHINGTON

redmond.gov/ZoningCode

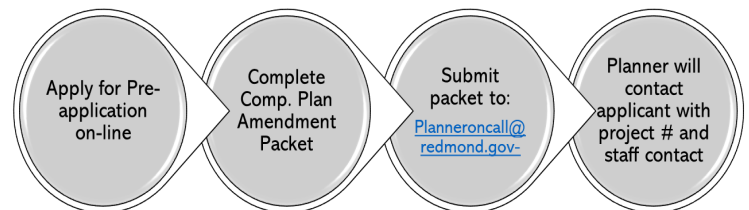
This application is for requesting an amendment to Redmond’s Comprehensive Plan and associated Zoning Code provisions as part of the Comprehensive Plan amendment process.

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. 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 and monitor collective impacts. This application form is the mechanism by which individuals may propose Comprehensive Plan amendments and Zoning Code amendments (when a revision to the Comprehensive Plan is need to support the change to the Zoning Code).

APPLICATION PROCESS AND DEADLINE

Any individual, organization, business, or other group may propose an amendment. For site-specific proposals, a minimum of 75% of property owners must confirm agreement by signing this document. Proposals to amend the Comprehensive Plan and associated Zoning Code provisions must be received in person by **5 pm on April 1st**. Proposals received after the deadline will be considered as part of subsequent annual docketing processes



Pre-Application Conference

A pre-application conference is required prior to the submittal of an application for a Comprehensive Plan/ Comprehensive Plan Zoning Code Amendment. You can find the applicable forms on our website.

[Pre-Application-Form-with-Technical-Review-PDF \(redmond.gov\)](http://www.redmond.gov/landuseforms)

Please complete the attached General City Application form (www.redmond.gov/landuseforms) including supporting materials as directed. Applicants will be notified via email regarding any additional needed documentation, such as environmental documents or transportation studies.

Submit completed applications to:
planneroncall@redmond.gov

City of Redmond
Development Services Center
15670 NE 85th Street, Redmond 98052

Need Assistance? Not sure if your proposal requires a Zoning Code Amendment or have other questions? .
Contact: **Planner On Call**, at 425-556-2494 or planneroncall@redmond.gov.

COMPREHENSIVE PLAN APPLICATION

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

Name: _____

Site Address(if applicable): _____

Parcel Number(s)(if applicable) _____

Acres: _____ Zoning: _____

CONTACT INFORMATION

Applicant: _____

Company Name: _____

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: _____

PRE APPLICATION DATE

Pre-Application Meeting Date: _____ Pre-Application Project Number: LAND-202__-_____

ELECTRONIC PLAN REVIEW SUBMITTAL STANDARDS

Electronic plans that do not meet the requirements below will fail and will result in the application being deemed incomplete and will not be reviewed until complete.

A. File Naming Standards:

Bolded items noted under Submittal Requirements indicate the naming convention in which the particular submittal must be named. For example, the General Application must be named **General Application Plan**.

B. Plan Sheet Standards:

All plans must be drawn to scale.

C. Acceptable File Types

All application materials shall be submitted in an electronic form (i.e. Flash Drive or CD). If submitting a CD, the CD should be permanently marked with the Project Name and submission date.

Plans: Plans must be submitted in a PDF format.

Documents: Calculations, reports and other supporting documents (non-drawing files) must be uploaded as a PDF.

D. Plan Orientation: All plans must be uploaded in "Landscape" format in the horizontal position.

DESCRIPTION OF PROPOSED AMENDMENT

If this proposal is for a **text amendment**, describe proposed change you are requesting . Please reference the Comprehensive Plan section and, if applicable, the Redmond Zoning Code section you are proposing for amendment.

Comprehensive Plan Text Amendment

Zoning Code Text Amendment

If this proposal is for a **property specific amendment, or a map changes** (also see questions page 4):

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

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

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

SUBMITTAL REQUIREMENTS

- A. Application Fees can be found on the [Development Services Fees web page](#), under Land Use and Development Review Fee Schedule.
- B. Complete and signed copy of the Comprehensive Plan Application Form.
- C. Completed and signed City of Redmond General Application form. Available on the City of Redmond's website at www.redmond.gov/landuseforms.
- D. Completed and answers to the Comprehensive Plan Amendment questions below.
- E. Completed and signed SEPA Application Form and SEPA Checklist for non-project action.
- F. **Signature Document** identifying signatures of owners comprising 75% of the owners of the property within the boundary of the proposed amendment.
- G. **For map changes only:** Attach a map which shows the boundaries of the proposed amendment with the following information:
 - Parcels and streets located within and adjacent to the proposed amendment.
 - Street address(es) and King County Parcel Number(s) of the property within the boundaries of the proposed amendment.
 - The map must be suitable for public notice purposes; the scale shall be between 1-inch equals 100' and 1 inch equals 800 feet.

COMPREHENSIVE PLAN AMENDMENTS QUESTIONS

Questions 1 through 7 apply to all proposed amendments. Please answer the questions in writing and attach them to the application. Answer all questions separately and reference the questions number in your answer.

1. What is your proposed amendment intended to accomplish include the desired change you are seeking?

2. Are you aware of any public support for your proposed amendment?

3. How will your proposal support the goals contained in Redmond's Comprehensive Plan and provided on Page 5.

4. How will the proposal address the long-term interests and needs of the community as a whole?

5. How will the proposal support other applicable policies and provisions from Redmond's Comprehensive Plan?

6. Have there been any unanticipated consequences of the current policy that might necessitate a change to that policy.

7. 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.

COMPREHENSIVE PLAN AMENDMENTS QUESTIONS

The following questions apply only to changes to the Land Use Plan Map or land use designation. In addressing these additional questions, describe both positive and negative impacts and any measure you would take to mitigate negative impacts.

1. 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.

2. 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.*

4. Are there any changed conditions on the subject property or its surrounding area that might support a change to the Land Use Plan Map or land use designation.

5. Are there any other changes to the Land Use Plan Map or adopted policies that support a revision to the requested change?

- To conserve agricultural lands and rural areas, and to protect and enhance the quality of the natural environment.
- 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 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 promote a variety of community gathering places and 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 remain a community of good neighbors, working together and with others in the region to implement a common vision for Redmond's future.