



The Process....

Proposals may be submitted to amend the Comprehensive Plan or Development Regulations from January 1 through the last working day of March of each calendar year. The formal process proceeds as follows:

1. A request for Comprehensive Plan or Development Regulation Amendments is sent out to the public each year. All amendment proposals received after the submittal deadline will fall into the next annual review cycle.
2. City staff forwards all amendment requests to the Planning Commission. The Commission will hold a public hearing on the proposed items. They will then make a recommendation to the City Council on which amendment applications should be considered, along with a preliminary review schedule.
3. The City Council decides which amendments will be considered and establishes a review schedule.
4. City staff begins to review, analyze, and evaluate proposed plan amendments, including the environmental (SEPA) review.
5. Staff begins reviewing the various amendment applications with the Commission, with possible joint meetings with the Council. SEPA Determinations are issued.
6. Public notice soliciting public comment and input on the proposed plan amendments is issued. The Commission holds a Public Hearing(s) and forwards recommendation to the Council. Staff forwards recommended plan amendments to Department of Commerce at least 60 days prior to final adoption by the City Council.

7. Council reviews and takes final action on the forwarded amendment applications. This may include additional public hearing(s). Staff transmits the approved amendments to Commerce within 10 days of Council adoption.

Evaluation Criteria....

The Planning Commission and City Council decision will be based on the following criteria:

- Consideration of the previous record if the amendment was reviewed and denied during a previous amendment review cycle;
- Whether the proposed amendment advances goals and policies of the comprehensive plan;
- Whether the proposed amendment is consistent with the goals and policies of the Growth Management Act;
- Whether the amendment is consistent with other Comprehensive Plan elements or Development Regulations. If not, are amendments to other Comprehensive Plan elements or regulations necessary to maintain consistency?;
- In the event that a proposed zoning change is not consistent with the Comprehensive Plan, the zoning shall not be changed unless the Comprehensive Plan has also been reviewed and changed. Is the applicant recommending changing the Comprehensive Plan?;
- Do all elements of the Comprehensive Plan, including the Capital Facilities and Transportation elements, support the amendment?;
- Is the proposed change consistent with other City regulations? If not, what other changes are needed to maintain consistency?; and
- The cumulative effect(s) of the proposed plan amendment(s).



Submittal Requirements....

- ✓ City of Anacortes Master Permit Application.
- ✓ Legal description of the area proposed for a comprehensive plan map change and/or rezone request.
- ✓ Type of rezone request, if applicable.
- ✓ A county assessor's map showing all property being proposed for a comprehensive plan map change and/or rezone.
- ✓ SEPA checklist for rezone requests.
- ✓ Reference to the element(s) of the comprehensive plan that is proposed for amendment and a written statement outlining how the proposed amendment meets the goals and policies of the comprehensive plan
- ✓ Proposed amendment language and a written statement of why the existing Comprehensive Plan or Development Regulation language should be added to, modified, or deleted, when applicable.
- ✓ A written statement of the proposed amendment showing map/text changes.
- ✓ A written statement of how this benefits the community and how it will relate to the City's comprehensive plan.
- ✓ A list of names and address of all owners of property located within three hundred feet of the area proposed for rezoning. Include 2 sets of address labels for the list provided (Rezone Only).

Fees....

There is no charge for the process. However, successful petitioners for rezone applications approved by the City Council at step 3 in "The Process" will be notified and will be required to pay the Rezone and SEPA application fee at that time.

If you have questions????

Call or e-mail:

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or come by:

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Planning, Community & Economic
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Anacortes, WA 98221



This brochure is intended to be a guide for information only. Please be advised that the information contained in this brochure may not be complete and is subject to change.

Place
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Here

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Planning, Community &
Economic Development
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Anacortes, WA 98221

Amendment Program

History....

The annual amendment or revision process allows the City of Anacortes to consider suggested amendments to the comprehensive plan or development regulations. The State Growth Management Act (GMA) requires counties and cities planning under GMA to maintain such a procedure for citizens interested in suggesting changes to the GMA-based plans. It also limits counties and cities to amend their comprehensive plan once a year (RCW 36.70A.130(2)(a)). Any modifications or amendments to the comprehensive plan and development regulations implementing them must comply with the Growth Management Act as required under Section 10.

Amendment.... What is it?

The amendment process consists of compiling and maintaining a list of proposed changes to the City's Comprehensive Plan and/or Development Regulations. It ensures citizens have an opportunity to be involved in the shaping of the City by participating in the annual Comprehensive Plan review process.