



Request for Amendment to the Comprehensive Plan or Zoning Code per Chapter 19.08 of the Clyde Hill Municipal Code

Date Received: _____

Accepted by: _____

\$500 Application Fee - Receipt Number: _____

Submit this application to request an amendment to the City of Clyde Hill's Comprehensive Plan and associated Zoning Code. Please type or print legibly, fill out this form completely and attach any back-up documentation.

Background

Changes to the Comprehensive Plan and some Zoning Code regulations¹ are generally allowable only once per year under state law. As the first step in this process, the City allows interested parties to identify proposed changes. Afterward, the Planning Commission and then the City Council review and assess 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. Zoning code changes that implement the current Comprehensive Plan may be made by City year around outside of the annual Comprehensive Plan Docket.

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 5:00pm on the last business day of October each year for consideration on the following years docket of plan and related zoning code changes. Proposals received after the deadline will be considered as part of subsequent annual docketing processes. Zoning code changes consistent with and implementing the existing Comprehensive Plan, that do not require any amendment of the Comprehensive Plan, may be submitted at any time.

¹ The Clyde Hill Comprehensive Plan is available on the City website (<http://www.clydehill.org/>) in the Document Center. The Zoning Code is in Chapter 17 of the Clyde Hill Municipal Code.

Staff Consultation and Application Deadlines

Consultation with planning staff is required prior to submitting an application. This meeting is to:

- Review the proposal
- Answer applicants' questions
- Preliminarily identify consistency issues
- Ensure application completeness

To coordinate this meeting, call 425-453-7800 or email: cityhall@clydehill.org

A. Applicant:

Name: _____

Company Name (if applicable): _____

Address: _____

Phone Numbers: _____

Email addresses: _____

B. Citation of the specific text, map or other illustration suggested to be amended:

C. The suggested amendment (please include a description of what your proposed amendment is intended to accomplish):

