



WALLA WALLA COUNTY COMMUNITY DEVELOPMENT DEPARTMENT
310 W Poplar St., Suite 200
Walla Walla, WA 99362
509-524-2610

Submit documents to: permits@co.walla-walla.wa.us

COMPREHENSIVE PLAN AMENDMENT APPLICATION

This application shall be subject to all additions to and changes in the laws, regulations and ordinances applicable to the proposed development until a determination of completeness has been made pursuant to Chapter 14.07 WWCC.

NOTES FOR 2021:

Prior to application submittal you are strongly encouraged to schedule a preapplication meeting/consultation, which is an opportunity to meet with staff to informally discuss the proposal, application requirements, fees, the review process and schedule, and applicable development standards, plans, policies, and laws.

UGA amendment applications are not being accepted in 2021.

If you are submitting more than one amendment request, fill out a separate application for each request.

Applicant

Name: _____

Mailing address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Applicant's Representative (optional)

Name: _____

Mailing address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

***Note: Signatures from the applicant and each property owner required on Page 4 (WWCC 14.07.025B(9)).**

Type of Proposed Amendments

- Type of proposed amendment (circle one): Text Policy Map
- Is this application accompanied by application(s) for development regulations amendments (rezone or zoning code text amendment) necessary to implement the proposed Comprehensive Plan amendment (circle one)? Yes or No

Text and Policy Amendments	
Brief description of the proposed text or policy amendments <i>* detailed statement will be required – see the Submittal Checklist on Page 4.</i>	
Comprehensive Plan page(s) that would be effected.	

Map Amendments	
Site address and/or general description of the area	
12-digit Assessor's parcel numbers (site-specific amendments only)	_____ - _____ - _____ - _____ - _____ _____ - _____ - _____ - _____ - _____
Size of the of the property/area that would be affected	
Current Land Use Designation	
Proposed Land Use Designation	
Current Zoning	
Proposed Zoning <i>*rezone application will also be required.</i>	
Is the subject property within an Urban Growth Area (UGA)? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, specify which UGA: <input type="checkbox"/> Walla Walla <input type="checkbox"/> College Place <input type="checkbox"/> Waitsburg <input type="checkbox"/> Prescott <input type="checkbox"/> Burbank <input type="checkbox"/> Attalia Industrial UGA	

Property Owner Information (site specific map amendments only)

Name: _____

Mailing address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Name: _____

Mailing address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Name: _____

Mailing address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Name: _____

Mailing address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

The signature of each applicant or the applicant's representative, and each property owner if different than the applicant(s), is required per [WWCC 14.07.025](#).

(We) (I) certify that the information furnished within this application, including all submittals and attachments, is true and correct to the best of (my) (our) knowledge, and understand that additional conditions may be placed on the permit if it is approved. Attach additional page if needed (for five or more signatures).

_____	/ _____	/ _____	
Printed Name	Signature	Date	<input type="checkbox"/> Owner <input type="checkbox"/> Applicant

_____	/ _____	/ _____	
Printed Name	Signature	Date	<input type="checkbox"/> Owner <input type="checkbox"/> Applicant

_____	/ _____	/ _____	
Printed Name	Signature	Date	<input type="checkbox"/> Owner <input type="checkbox"/> Applicant

_____	/ _____	/ _____	
Printed Name	Signature	Date	<input type="checkbox"/> Owner <input type="checkbox"/> Applicant

_____	/ _____	/ _____	
Printed Name	Signature	Date	<input type="checkbox"/> Owner <input type="checkbox"/> Applicant

COMPLETE SUBMITTAL CHECKLIST

Application Deadline: March 31, 2021 by 5 PM (email submittal)

Submittal Requirements

The following must be submitted with this completed form for the application to be complete. Applications that are incomplete (i.e., that do not include all the information required below) will not be accepted.

- An electronic copy**
- Application fee: \$3,862.50**, payable to Walla Walla County
(If the application is not placed on the final docket, \$3,250 will be refunded.)
- [SEPA Environmental Checklist](#) (all sections must be completed)
- SEPA Review fee: \$587.10**, payable to Walla Walla County.
- Exhibit A:** detailed written summary of proposed amendments. Must be labeled as “Exhibit A” and attached to application form.

Additional Requirements for Map Amendments - attach and label as follows

- Exhibit B:** an explanation of how the proposal meets the criteria in the following sections of the Walla Walla County Code. The written statement must address each of these criteria and should specifically respond to each item in this sections as required by the type of amendment. See attached. A MS Word document with these criteria is available online and can be used to generate Exhibit B.
 - [WWCC 14.10.015](#)
 - [WWCC 14.10.060D.3 \(perceived need, urgency, and appropriateness\)](#)
 - [WWCC 14.10.070B.3.](#)
 - [Section 14.10.070B.4](#) – site specific map amendments only
- Exhibit C:** vicinity map depicting the location of the property. Must be dated and signed by the applicant.
- Exhibit D:** legal description and notarized signature of one or more property owners.

Additional Requirements for Text or Policy Amendments - attach and label as follows

- Exhibit B:** an explanation of how the proposal meets the criteria in the following sections of the Walla Walla County Code. The written statement must address each of these criteria and should specifically respond to each item in these sections as required by the type of amendment. See attached. A MS Word document with these criteria is available online and can be used to generate Exhibit B.
 - [WWCC 14.10.015](#)
 - [WWCC 14.10.060D.3 \(perceived need, urgency, and appropriateness\)](#)
 - [WWCC 14.10.070B.3](#)

I hereby state that the checked items are included in my application packet. I understand that errors or omissions may result in delay of application review.

Applicant Signature: _____ Date: _____

EXHIBIT B

Note: As noted on the Submittal Checklist on Page 4 of the application, depending on the type of application (policy, text, map amendment, or UGA map amendment), certain criteria will not apply. Provided detailed responses to applicable criteria. A MS Word document with these criteria is available online.

1. **Explain how the proposed amendment complies with the criteria in the Walla Walla County Code [Section 14.10.015](#), which identifies the types of applications that may be considered. For the 2017 amendment cycle, the types of applications that will be accepted will be limited to those listed in the attached press release.**

2. **Explain how the proposed amendment complies with the criteria in Walla Walla County Code [Section 14.10.060D.3](#) regarding the perceived need, urgency and appropriateness of the proposed amendment.**

3. **Explain how the proposed amendment complies with criteria in Walla Walla County Code [Section 14.10.070B.3](#).**
 - a. *The proposal meets a definable public need; and*
 - b. *The public need was not recognized in the existing comprehensive plan due to:*
 - 1) *A change in circumstances in the community not anticipated or contemplated when the applicable section(s) of the comprehensive plan was last adopted; or*
 - 2) *An error in development of the comprehensive plan as it currently exists; and*
 - c. *The defined need conforms to the policy directives of the comprehensive plan and countywide planning policies; and*
 - d. *The proposed amendment does not require amendment of policies in other areas of the comprehensive plan except to resolve inconsistencies or unnecessary duplication among policies; and*
 - e. *The proposed amendment is consistent with the Growth Management Act (Chapter 36.70A RCW), any other applicable inter-jurisdictional policies or agreements, and any other state or federal laws.*

4. **Explain how the proposed amendment complies with criteria in Walla Walla County Code [Section 14.10.070B.4](#). (SITE SPECIFIC MAP AMENDMENTS)**
 - a. *The subject parcel(s) is suitable for development under the requested land use designation and the zoning standards of one or more potential implementing zoning district(s); and*
 - b. *The proposed site-specific amendment will not create pressure to change the land use designation of other properties in the area; and*
 - c. *The proposed site-specific amendment does not adversely affect the adequacy of existing or planned public facilities and services in the immediate area or the applicable urban growth area.*

5. Explain how the proposed amendment complies with criteria in Walla Walla County Code [Section 14.10.070B.5.a](#). (UGA MAP OR POLICY AMENDMENTS)

- a. *For each proposed amendment to an urban growth area policy or land use map the planning commission shall consider the following information:*
- 1) *The 20-year population and/or employment projections for the county; and*
 - 2) *The extent to which the urban growth occurring within the county has located within each city and the unincorporated urban growth areas; and*
 - 3) *The allocation of projected county population and/or employment to the urban growth areas; and*
 - 4) *The buildable lands analysis for each urban growth area; and*
 - 5) *Existing urban growth area boundaries; and*
 - 6) *Other proposed changes affecting urban growth areas.*