



CITY OF RIDGEFIELD

City Hall
230 Pioneer Street
Ridgefield, WA 98642
Tel: (360) 887-3557
Fax: (360) 887-0861
www.ci.ridgefield.wa.us

<i>OFFICE USE ONLY</i>	
FILE #:	_____
FILE NAME:	_____
RECEIVED BY:	_____
FEE PAID:	_____ CHECK/CASH: _____
DATE SUBMITTED:	_____

**DEVELOPMENT APPLICATION –COMPREHENSIVE PLAN/ZONE MAP
AMENDMENT**

APPLICATION INFORMATION (REQUIRED)

APPLICANT:

Check box if Primary Contact

COMPANY: _____
ADDRESS: _____
(CITY, STATE, ZIP) _____
PHONE: _____ FAX: _____ E-MAIL: _____

APPLICANT'S REPRESENTATIVE:

Check box if Primary Contact

COMPANY: _____
ADDRESS: _____
(CITY, STATE, ZIP) _____
PHONE: _____ FAX: _____ E-MAIL: _____

PROPERTY OWNER(S): *Attach separate sheet if needed.*

Check box if Primary Contact

COMPANY: _____
ADDRESS: _____
(CITY, STATE, ZIP) _____
PHONE: _____ FAX: _____ E-MAIL: _____

PROPERTY INFORMATION (REQUIRED)

TAX LOT NO(S)/LOCATION: _____

CURRENT ZONING: _____
CURRENT PLAN DESIGNATION: _____
EXISTING USE OF SITE: _____

PROPOSED ZONING: _____
PROPOSED PLAN DESIGNATION: _____
SITE AREA: _____



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SUBMITTAL CHECKLIST

WRITTEN STATEMENT REQUIREMENTS

- A. APPLICATION FORM.** Provide **one (1) completed** application form with original signature(s).
- B. SEPA CHECKLIST.** Provide **one (1) completed** copy of this checklist.
- C. MAILING LABELS.** Current Clark County assessor map showing the properties within a radius of 300 feet of the subject site and a typed list and **two (2)** sets of self-adhesive labels of the names and addresses of owners of all properties within that radius, certified as accurate and complete by the Clark County assessor, a title company, licensed surveyor, or other party approved by the city clerk-treasurer.
- D. WRITTEN STATEMENT.** Submit **three (3) copies** of a detailed description of the proposed which addresses each of the following review criteria:
1. The Zoning district amendment proposed is consistent with the RUACP Map, Where the proposed amendment is not consistent with the RUACP Map; the petitioner must also file a petition to amend the RUACP Map.
 2. That the proposed amendments to zoning district maps or text is consistent with the goals and policies of the RUACP.
 3. That the amendments shall not result in level-of-service deficiency for any capital facility or service identified in the CFP.
 4. If the petition necessitates a RUACP text or a CFP project amendment, the applicant must demonstrate that changed circumstances affecting the public health, safety, and general welfare justifies the amendment.
 5. That the proposed amendment is not contrary to state or federal law.
- E. \$2,500/\$4,000 FEE PLUS HOURLY RATES MAY BE APPLIED,** as established by the City Council. Make checks payable to the City of Ridgefield.



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F. PLANS & GRAPHIC REQUIREMENTS

All plans, except architectural elevations, shall be presented at a minimum of 1" = 20' engineering scale and on a maximum sheet size of 24" x 36". **A total of three (3) copies of each plan shall be submitted, unless otherwise noted. All plans shall be folded to fit a legal size file jacket.**

Each of the following plans and drawings shall be submitted on **separate sheets**. If the size of the project requires the use of match line sets, each set of match line sets must include a sheet (at a scale to fit a 24" x 36" sheet) depicting the entire site, including match lines, as a cover sheet.

Include all of the following information:

- A. SITE PLAN:** Submit **three (3) copies** of a to-scale lot line adjustment plan for the properties involved. The plan shall contain the following minimum information:
- north arrow, date and scale of plan
 - vicinity map
 - existing streets and public rights-of-way including measurement from centerline to edge of existing streets or public rights-of-ways
 - existing property lines, sizes, and dimensions
 - existing buildings and structures
 - proximity to Public Water, Sewer, & Power
 - Location of 100-year floodplain, if applicable.

By affixing my signature hereto, I certify under penalty of perjury that the information furnished herein is true and correct to the best of my knowledge and that I am the owner of the premises where the work is to be performed or am acting as the owner's authorized agent. I further agree to hold harmless the City of Ridgefield as to any claim (including costs, expenses and attorney's fees incurred in the investigation of such claim) which may be made by any person, including the undersigned, and filed against the City of Ridgefield, but only where such claim arises out of the reliance of the City, including its officers and employees, upon the accuracy of the information provided to the City as a part of this application.

All property owners who are a party to the comprehensive plan/zone change shall sign below (attach separate sheets if necessary):

Print Name

Telephone Number
