



Permit Center
210 Lottie Street
Bellingham, WA 98225
phone: 360-778-8300
fax: 360-778-8301
www.cob.org

**COMPREHENSIVE / NEIGHBORHOOD PLAN AMENDMENT
DOCKET APPLICATION FORM**

TO BE COMPLETED BY STAFF

Date Received 5/15/13
Case Number 20N2013-7

Use this form to request docketing of a proposed Comprehensive Plan and or Neighborhood Plan amendment(s). Applications may be submitted at any time but must be received by **April 1** of each year for review during the following year. Please complete the following and attach additional pages as needed. Incomplete applications will not be accepted.

1. An application must include the following materials:

- Docket Application Form.
- Fee payment calculated at 10% of the total comprehensive plan amendment fee.* The fee is not refunded if the proposal is not docketed. The fee is calculated as follows:

(a) Non-site specific Comprehensive / Neighborhood Plan amendments:

\$1,594 base fee + \$255 notice fee x 0.1 = \$185 due at docket application.

OR

(b) Site specific Comprehensive / Neighborhood Plan amendments:

\$1,594 base fee + \$255 notice fee + \$213 per acre over first acre (\$12,750 max.) x 0.1 = fee due at docket application. Final fees will be calculated at the time the application is submitted.

*Recognized Neighborhood Associations are exempt from this fee.

2. Applicant: Planning and Community Development Dept. Phone: 360-778-8300

Address: 210 Lottie Street

City/State/Zip: Bellingham, Washington 98225

Email: lapool@cob.org Fax: 360-778-8302

Name of contact if applicant is a group: Lisa Pool, Senior Planner

I have read the application materials and acknowledge that if the proposed amendment is approved by the City Council for inclusion in the annual docket, a complete Comprehensive / Neighborhood Plan Application must be submitted within **30 days of the Council's docket decision or a date approved by the Planning and Community Development Director** in order to continue to final review. Failure to submit a complete application prior to the deadline may result in removal from the docket.

Applicant signature: *Lisa Pool* Date: 5-14-13

3. Provide an explanation of how the proposed Comprehensive or Neighborhood Plan amendment meets one or more of the docking criteria listed in **Bellingham Municipal Code 20.20.030 A. (2)**. (Docketing criteria - page 4 attached)
4. If the proposal includes general Comprehensive Plan or Neighborhood Plan amendments that are not site-specific, please describe your amendment proposal as specifically as possible and attach it to this form. If specific wording changes are proposed, show the changes in ~~strike through~~ and underline format. Reference the location in the Plan where the change is proposed.

Complete the following sections if the proposal includes a site-specific amendment to a comprehensive plan land use designation.

Property Owner

Name: N/A Phone: _____

Address: _____

City/State/Zip: Bellingham, Washington 98225

Email: _____ Fax: _____

Owner's Authorized Agent/Contact

Name: N/A Phone: _____

Address: _____

City/State/Zip: Bellingham, Washington 98225

Email: _____ Fax: _____

Property Information

1. Assessor Parcel Numbers: N/A
2. Attach a map (8.5" x 11") identifying the property included in the proposed amendment and showing parcels and streets located within and adjacent to the site.
3. Neighborhood Name: Cornwall Park Area Number: 2 and 3
 Current Comprehensive Plan Land Use Designation: _____
4. Proposed Comprehensive Plan Land Use Designation: _____
5. Current Zoning: _____
6. Proposed Zoning: _____

Property Owner(s)

I am the owner of the property described above or am authorized by the owner to sign and submit this application. I grant permission for the City staff and agents to enter onto the subject property at any reasonable time to consider the merits of the application and post public notice. I certify under penalty of perjury of the laws of the State of Washington that the information on this application and all information submitted herewith is true, complete and correct.

I also acknowledge that by signing this application I am the responsible party to receive all correspondence from the City regarding this project including, but not limited to, expiration notifications. If I, at any point during the review or process, am no longer the Applicant for this project, it is my responsibility to update this information with the City in writing in a timely manner.

Signature by Owner/Applicant/Agent: Lisa Pool Date: 5-14-13

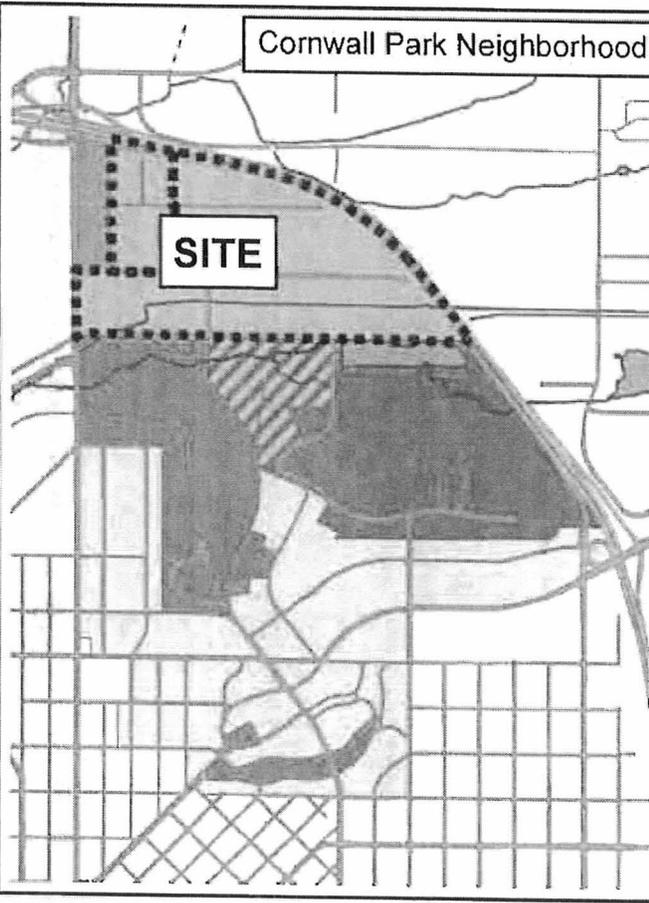
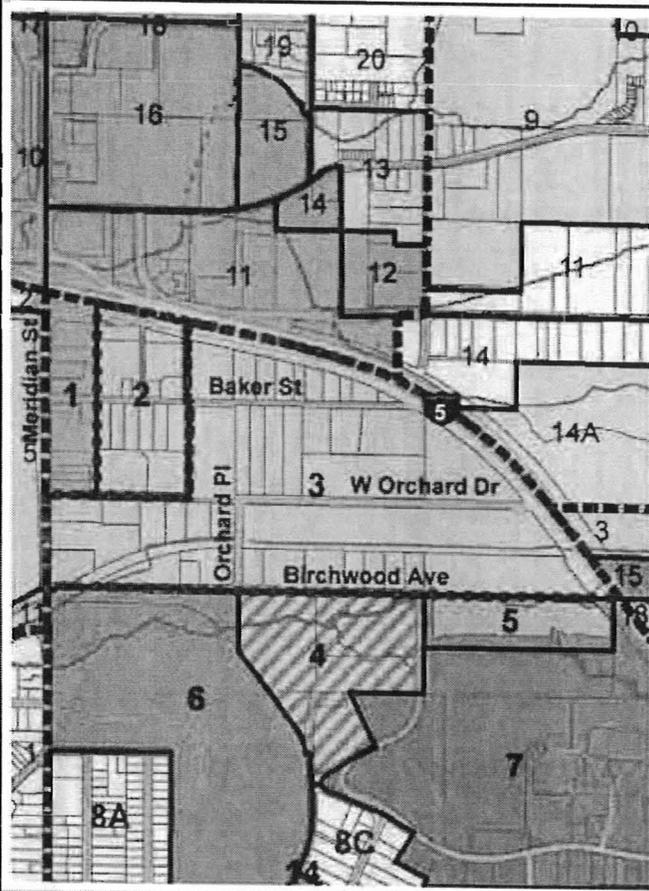
City and State where this application is signed: Bellingham, WA

BELLINGHAM MUNICIPAL CODE

20.20.030 ANNUAL DOCKETING CRITERIA

A. The City shall use the following criteria in selecting proposals for inclusion in the annual docket of comprehensive plan/neighborhood plan amendments. In order to be included on the annual docket, a proposal must meet the following criteria:

- (1) The City has the resources, including staff and budget, necessary to adequately and comprehensively review the proposal within the timeframe of the annual review process; and
- (2) The proposal meets one or more of the following criteria:
 - a. The proposed amendment represents an issue appropriately addressed in the comprehensive plan or in a neighborhood plan;
 - b. The proposal demonstrates strong potential to serve the public interest by implementing specifically identified goals and policies of the comprehensive plan;
 - c. The public interest would be best served by considering the proposal in the next amendment cycle, rather than delaying consideration to a future plan update process;
 - d. The amendment addresses changing circumstances, changing community values, or corrects or updates information in the comprehensive plan or a neighborhood plan; or
 - e. State law requires, or a decision of a court or administrative agency has directed a change to the comprehensive plan or a neighborhood plan.



	Proposed Rezone		Industrial
	Residential Single		Indust./Res. Multi
	Residential Multi		Indust./Waterfront Mixed-Use
	Res. Single/Res. Multi		Institutional
	Commercial		Institutional/Res. Multi
	Commercial/Industrial		Public
	Comm./Indust./Res Multi		Public/Institutional
			Public/Waterfront Mixed-Use

Cornwall Park Neighborhood, Areas 2 & 3

Text amendment repealing language regarding extension of Orchard Place to Baker St



City of Bellingham
 Planning & Community Development
 2013



PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT

210 Lottie Street, Bellingham, WA 98225
Telephone: (360) 778-8300 Fax: (360) 778-8302 TTY: (360) 778-8382

May 14, 2013

RE: 2013-2014 Comprehensive/Neighborhood Plan Amendment Docket Application

City staff requests a proposal to amend the Cornwall Park Neighborhood Plan and Bellingham Municipal Code (BMC 20.00.050) be included in the 2013-2014 docket. The City has received inquiries for the development of multiple properties designated for industrial uses under common ownership located east of Meridian Street between Baker Street and Orchard Drive in Area 3 of the Cornwall Park Neighborhood. Through these inquiries, staff has determined that an unnecessary requirement to extend a public street, Orchard Place, through private property exists in both the Cornwall Park Neighborhood Plan, Areas 2 and 3, as well as the development regulations in the Bellingham Municipal Code (BMC 20.00.050).

The plan and code amendments would remove an outdated requirement to extend a roadway that is no longer needed. The proposal meets the Annual Docketing Criteria as stipulated in the BMC and "...corrects or updates information in the comprehensive plan or neighborhood plan..." (BMC 20.20.030.B.4).

On May 13, 2013, City Council voted to add the proposal to the list of comprehensive plan amendments to be considered for the 2013-2014 docket.