



CITY OF BUCKLEY ♦ PO BOX 1960 ♦ BUCKLEY, WA 98321  
360-829-1921 ♦ Fax 360-829-2659 ♦ www.cityofbuckley.com

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**CITY OF BUCKLEY**  
**APPLICATION FOR ANNUAL COMPREHENSIVE PLAN AMDENMENT**

**1. Applicant Information**

**Name:** \_\_\_\_\_

**Title/Affiliation:** \_\_\_\_\_

**Street Address:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_

**E-Mail address:** \_\_\_\_\_

**2. Applicant's Designated Point of Contact Information (if different from applicant)\***

**Name:** \_\_\_\_\_

**Title/Affiliation:** \_\_\_\_\_

**Street Address:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_

**E-Mail address:** \_\_\_\_\_

*\*Note that if the applicant or their designated point of contact is different from the property owner for a site-specific comprehensive plan amendment, the City will require a separate [Owner Authorization form](#) to be signed by the property owner.*

**3. Property Information (for Site-Specific Amendment Requests Only), including:**

**Property Address:** \_\_\_\_\_

**Parcel #:** \_\_\_\_\_

- 4. Please describe the proposed comprehensive plan amendment and any associated development proposals (if applicable):** *Note that development proposals for specific projects shall include plans, any relevant studies, and any other relevant information that accurately depicts existing and proposed use(s) and improvements.*

*\*Applicants are welcome to attach additional sheets with narrative or drawings describing the Comprehensive Plan amendment request and any associated development regulation amendments or site-specific projects related to the request.*

- 5. Please explain the reason for the proposed comprehensive plan amendment:**

**6. How is this comprehensive plan amendment proposal consistent with the overall goals and intent of Buckley's Comprehensive Plan?**

**7. How is this comprehensive plan amendment proposal consistent with the Washington State Growth Management Act?**

**8. How does this comprehensive plan amendment proposal address the needs or changing circumstances of the city as a whole or resolve inconsistencies between the City of Buckley's comprehensive plan and other city or other jurisdictions' plans or ordinances?\***

*\*\*Please see the last page of this application form for complete Application Criteria, as specified in [BMC 19.06.040\(2\)](#), including additional review criteria for site-specific proposals.*

**9. Additional Application Materials Required:**

- a) Map (if appropriate) showing area(s) affected by proposed comprehensive plan amendment.
- b) If requesting a site-specific amendment to the comprehensive plan future land use map for an associated site-specific development proposal, attach a site plan that is accurate, legible and drawn to scale that provides the following:
  - i. The existing dimensions and lot size(s), proposed dimensions and lot size(s);
  - ii. Identify adjacent streets, existing and proposed access;
  - iii. Identify existing and proposed structures and distances to property lines;
  - iv. Location of proposed alterations or improvements;
  - v. Location of any sensitive areas and their buffers on or within 150 feet of the site;
  - vi. Location of any open space or preservation areas;
  - vii. Location of any significant trees;
  - viii. Location of drainage channels, sewer and water lines;
  - ix. Identify existing and proposed easements; and
  - x. Elevation plans, if applicable.
- c) Applicable fees as determined by the City’s adopted fee schedule. Please consult with the Building & Planning Department for fee and payment information.

**Application Criteria, per Buckley Municipal Code 19.06.040(2):**

- a) All proposed comprehensive plan amendments:
  - i. Shall be consistent with the overall goals and intent of the comprehensive plan; and
  - ii. Shall be consistent with the Growth Management Act and other applicable laws (local, state and federal); and
  - iii. Must be weighed in light of cumulative effects of other amendments being considered.
- b) City-wide comprehensive plan amendments:
  - i. Shall not adversely affect public health, safety, welfare, or related purposes stated in [BMC 19.04.010](#) in any significant way; and
  - ii. Shall address needs or changing circumstances of the city as a whole or resolve inconsistencies between the city of Buckley’s comprehensive plan and other city or other jurisdictions’ plans or ordinances; and
  - iii. All known environmental impacts must be disclosed and/or measures must be included that reduce possible adverse impacts.
- c) Site-specific or project-specific comprehensive plan amendments:
  - i. Shall be consistent with the land uses and growth projections which were the basis of the comprehensive plan or with subsequent updates to growth allocations; and
  - ii. Shall be compatible with neighboring land uses and surrounding neighborhoods; and
  - iii. Shall not cause adverse impacts to public services or facilities, or, if applicable, other properties in the vicinity, unless such impacts are reasonably mitigated.

**I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not.**

\_\_\_\_\_  
**SIGNATURE OF APPLICANT\***

\_\_\_\_\_  
**DATE**

*\*If a site-specific comprehensive plan amendment, the signature must be the owner of the property or have a documented legal ownership interest verified by the City.*