



City of Kalama

Incorporated 1890

APPLICATION/PETEITION FOR ZONING MAP AND/OR TEXT AMENDMENT

Please complete all questions. Please be as detailed as possible. If not applicable, please mark as N/A. Multiple applicants, please indicate one contact person as the petitioner below and attach a complete list of applicants. Notification will be made to all property owners within 300 feet of the location of the re-zone. A copy of the City Zoning map with the applicable area(s) indicated must be attached to the petition. For zoning text amendments, please clearly indicate proposed additions and deletions to specific code chapters. The timeframe associated with processing a zoning map/text amendment is typically anywhere from 45-90 days and involves a public hearing before the Kalama Planning Commission and additional review by the Kalama City Council.

The non-refundable filing fee of **\$3,000** must be paid when petition is submitted to the City. Additional costs associated with processing the application including expenses incurred by the City Planner and outside consultants during application review, publication/notice costs and other expenses will be billed to the applicant.

Petitioner(s) _____

Street Address _____ Mailing Address _____

City _____ State _____ Zip Code _____

Telephone (Daytime) _____ (Other) _____

Purpose of the Request for zoning amendment _____

Requested amendment to Zoning Map is from Existing code _____

to Proposed Code _____

Kalama Municipal Code Section to be amended _____

Legal Description of area sought to be re-zoned _____

Current Zoning of all abutting property (example: single family homes, residential, commercial, etc):

North _____ South _____

East _____ West _____

NE _____ NW _____

SE _____ SW _____

Petition must be signed by one or more persons or corporation having a substantial and sufficient interest in the proposed zoning amendment.

Signatures of Petitioners

Address & Telephone Number

The completed petition and application must be submitted to the City by filing it with the City Clerk's office accompanied by a list of property owners within 300 feet of the property involved in the zoning amendment, a City zoning map with the location of the property highlighted, and the non-refundable filing fee.



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ZONING CODE AMENDMENT INFORMATION SHEET

Amendments to the City of Kalama Zoning Code may be initiated by either of the two-following means:

- 1) Resolution of the City Council or
- 2) A petition of one or more persons or corporation having a substantial and sufficient interest in the proposed amendment.

Zoning ordinance (text) or maps may be amended whenever public necessity, convenience and general welfare require. The boundaries of zoning districts established on maps of the city, and the classification of property uses established by ordinance, may be amended as follows:

- 1) By the amendment of the text of the Kalama Zoning Code; or
- 2) By amendment of the zoning map.

PETITIONS/APPLICATIONS FOR ZONING CODE AMENDMENTS. A petition shall be filed with the City at the office of the city clerk-treasurer and should include the application/petition along with a City zoning map with the location of the property highlighted or shown and a list of property owners within 300 feet of the property involved in the zoning amendment. A petition for zoning code amendment may be withdrawn upon the written request of a majority of all persons who signed such petition. The City Council may by resolution cancel any proceedings initiated by their resolution, provided that any public hearing of which notice has been given shall be held.

FEES - The non-refundable filing fee of **\$3,000** must be paid when petition is submitted to the City. Additional costs associated with processing the application including expenses incurred by the City Planner and outside consultants during application review, publication/notice costs and other expenses will be billed to the applicant.

PROCESS - Upon receipt of the Application/Petition for a Zoning Code Amendment, the petition will be reviewed for completeness and the applicant will be notified within three business days as to whether the petition is complete. If the petition is incomplete, the applicant will be given a list of the items missing which must be submitted back to the City within ten business days. Upon the acceptance of a complete petition, a public hearing before the Planning Commission will be set within sixty days. The public hearing will be published not less than ten days prior to the hearing date, with time and place of the hearing inviting the public to attend and make comments. If the hearing concerns a proposed amendment to the zoning map, or to initial zoning of property newly annexed to the city, additional notice shall be given by posting on the property concerned, and written notice shall be mailed, not less than ten days prior to said hearing, to the owners of all property within three hundred feet of the boundaries thereof, using for this purpose the last known names of such owners as shown upon the records of the county assessor. Failure to send notices by mail to any property owner where the address of such owner is not included in the assessor's records on the date of such mailing shall not invalidate any proceedings in connection with such amendment or reclassification.

The Planning Commission may adjourn any hearing in order to obtain additional information or to serve further notice upon such other persons as it decides may be interested in said amendment or classification. If a date for continuance of the hearing is set at the time of adjournment, persons previously notified and persons already heard need not be notified of the time of resumption of said hearing unless the Commission so decides; if no such date is set, notice as required in Section 17.56.030 shall be published in the city's legal newspaper.

If, from the facts presented at the public hearing or on investigation by the Commission, the Commission finds that the public health, safety, and/or general welfare warrant enactment of the proposed amendment and that such enactment is in compliance with the intentions and purposes of this title, it shall recommend said amendment to the Council for adoption. The decision of the Commission, whether favorable or unfavorable to the proposed amendment, shall be reported to the Council within sixty days of the filing of the petition for the proposed amendment with the Commission. If the Commission's decision is favorable, the Council shall act thereon, whether favorably or unfavorably, within thirty days of receipt of said decision. If the matter presented to the Commission is a resolution by the city Council to establish the zoning of newly annexed property, the Commission, after hearing an investigation as in this chapter provided, shall make its report and recommendation to the city Council within sixty days of the date of enactment of the resolution by the Council, and the Council shall act thereon within thirty days of the receipt of said report and recommendation. The city Council may accept or reject in whole or in part the recommendations of the Commission or may modify the proposed zoning recommended by the Commission. If the recommendation of the Commission is modified or rejected in whole or in part, the Council shall hold a public hearing, after notice as provided in Section 17.56.030, and following such hearing, the Council shall determine the zoning classification of such annexed property and shall enact an ordinance accordingly.

After a petition has been denied by the Commission or the Council, or after an ordinance has been enacted establishing the zone classification for newly annexed property, such petition for a re-zone for the classification for such newly annexed property shall not be resubmitted for re-zoning within less than one year's time unless it can be shown that conditions effecting the proposed amendment have substantially changed.