

SUBMIT TO:
City of Vancouver
Community Development
415 W. 6th ST
Vancouver, WA 98660



www.cityofvancouver.us

For Office Use Only

DATE RECEIVED:

CASE NUMBER:

TYPE IV APPLICATIONS

Type IV applications apply to legislative matters, planned developments and certain rezones. Legislative matters involve the creation, revision or large-scale implementation of public policy. Type IV applications are considered initially by the Planning Commission or Hearings Examiner with final decisions made by the City Council, automatically or on appeal.

- Annexations
- Development Agreements
- Development Proposals in the MX District
- Development Proposals in the WX Plan District
- Other proposals determined by the City Manager or designee to affect public policy
- Planned Developments per VMC 20.260
- Residential zone changes greater than 25 acres**
- Single-Family Residential zone changes of at least 2 classification levels**
- Single-Family Residential zone changes from R-2 to R-4 or R-4 to R-2**
- Text/Map Amendments (Legislative)
- Zoning Map Amendments greater than 25 acres (Legislative)

SUBMITTING PLANS FOR REVIEW:

Counter complete status:

An application will be accepted by the City of Vancouver only after the City finds that the application appears to include all the information required. No effort will be made to evaluate the substantive adequacy of the information. If all required information is not submitted, the application will not be accepted.

Fully complete status:

Within 28 calendar days of acceptance of a counter complete application, the City will notify the applicant, in writing, as to the completeness of the application. An application will not be deemed fully complete until all information necessary to evaluate the proposed activity, its impacts, and its compliance with the provisions of the Vancouver Municipal Code and other applicable codes and statutes have been provided. Public hearing will not be scheduled until the application has been deemed fully complete.

Public notification:

Within 14 calendar days after the application is accepted as fully complete, the City will issue a public notice of the application pending review and the scheduled hearing date.

Incomplete applications will not be accepted

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**RESIDENTIAL ZONE CHANGE APPLICATION
 NOT INVOLVING A COMPREHENSIVE PLAN AMENDMENT**

Property Owner _____ Telephone () _____
(Print Name)

Mailing Address _____
(Number, Street, City, State, ZIP)

E-mail Address _____ Cell Phone () _____

Applicant _____ Telephone () _____
(Print Name)

Mailing Address _____
(Number, Street, City, State, ZIP)

E-mail Address _____ Cell Phone () _____

Relationship to Owner _____

Property address or side of fronting street and distances and direction from nearest cross street _____

General Physical Description of Site (including current uses) _____

Zoning District _____ Qtr. Sec., Township, Range _____ Tax Assessor Serial Number(s) _____

Legal Description: Lot(s) _____ Block(s) _____ Plat name _____

Check here if a metes and bounds description and attach narrative to this application

Proposal is to change the Zoning from _____ to _____

I/we understand that per VMC 20.210.090 Review for Counter Complete Status if it is determined the application is not complete, the City shall immediately reject and return the application and identify in writing what is needed to make the application counter complete.

I/we agree that City of Vancouver staff may enter upon the subject property at any reasonable time to consider the merits of the application, to take photographs and to post public notices.

Signature of Property Owner: _____ Date: _____

Signature of Applicant: _____ Date: _____

Signature of Counter Person: _____ Date: _____

RESIDENTIAL ZONE CHANGE APPLICATION NOT INVOLVING A COMPREHENSIVE PLAN AMENDMENT

MINIMUM SUBMITTAL REQUIREMENTS

The following information is required to be submitted with your application for a residential rezone request. Failure to submit all information specified or failure to submit it in the format noted below will cause the application to be returned to you for resubmittal per VMC 20.210.090 Review for Counter Complete Status.

PROVIDE ONE COPY EACH OF THE FOLLOWING ITEMS:

- A. A narrative description of the following:
 - 1. How the proposal is more consistent with applicable policies of the comprehensive plan than the existing designation
 - 2. How the proposal is more consistent with each of the following objectives than the existing designation. Consistency is not required where the objective is clearly not applicable to the type of proposal involved.
 - a. Encourage more intensive development to locate in major urban centers and corridors, particularly downtown Vancouver. Encourage development of distinct neighborhoods served by commercial nodes, and discourage urban sprawl and strip commercial development
 - b. Provide development of uses which are functionally integrated with surrounding areas and neighborhoods in terms of local shopping, employment, recreational or other opportunities
 - c. Provide development which is compatible and integrated with surrounding uses in terms of scale, orientation, pedestrian enhancements, and landscaping
 - d. Conserve or enhance significant natural or historical features
 - e. Provide adequate provision of transportation, water, sewer, and other public services
 - f. Provide significant family wage employment opportunities and broadening of the Vancouver economy
 - g. Provide for the formation and enhancement of neighborhoods and communities
 - 3. The substantive change(s) in circumstance necessitating the rezone
- B. Current Clark County assessor map(s) showing the property(ies) within a radius of 500' of the site and a complete mailing list with 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 review authority.
- C. Two sets of mailing labels for the required certified mailing list. For non-owner occupied properties, provide mailing labels addressed to "occupant," as can be determined from assessor records.
- D. Copy of latest recorded warranty deed, contract of purchase, or copy of lease agreement containing a current legal description, and written proof that the applicant has authority to act as the property owner's (owners') representative.
- E. Pre-Application Conference summary, as well as additional information required in the summary
- F. One copy of a completed State Environmental Policy Act (SEPA) checklist, on attached form.
- G. Required zone change processing fee.
- H. Required SEPA processing fee.