

SUBMITTAL CHECKLIST

Applications must include the items on this checklist, and the checklist, to be complete

This submittal checklist and application is for formal requests to change the comprehensive plan or development regulations pursuant to state law (RCW 36.70A.470) and Everett Planning Director Interpretation 2023-01.

For questions, or to submit an application, contact Karen Stewart at kstewart@everettwa.gov.

For all amendments

<input type="checkbox"/> 1. Meeting with Planning Staff	A pre-application meeting is required with Planning staff (Long Range Division) prior to submitting this application. To schedule a meeting contact Karen Stewart at (425) 257-7186 or kstewart@everettwa.gov .
<input type="checkbox"/> 2. Applicant name and address	[Insert applicant name and address here] <i>Dave Mascarenas 517 LAUREL DRIVE EVERETT WA 98201</i>
<input type="checkbox"/> 3. Other contacts (if applicable)	[Insert other contacts here]
<input type="checkbox"/> 3. Amendment category	Highlight all that would require amendment as part of the proposal: <ul style="list-style-type: none"> ○ Comprehensive plan – text, goals, objectives, policies ○ Comprehensive plan – land use map ○ Development regulations – Title 19 EMC ○ Development regulations – Zoning map ○ Development regulations – Maximum building height map ○ Development regulations – Street designation map
<input type="checkbox"/> 4. Narrative Statement and criteria	Written statement describing the exact request, the reason for the request, and how the request meets applicable criteria. Use Attachment A.
<input type="checkbox"/> 5. Environmental Checklist	Submit one completed and signed copy of the SEPA Environmental Checklist and Optional Worksheet for Non-Project Review, available on Ecology's website: https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-document-templates

For site-specific amendments

<input type="checkbox"/> A. Map of Site (for location-specific amendments)	For location-specific amendments, a map clearly showing the area the request would apply to.
<input type="checkbox"/> B. Property-owner name(s) and address(es)	[Insert property owner names/addresses here or in a separate document] <i>Dave Mascarenas, 517 Laurel Drive, Everett, WA 98201</i>

Signature

<input type="checkbox"/> Applicant signature	[Insert signature here] <i>Dave Mascarenas</i>
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Attachment A

Narrative Statement and Evaluation Criteria

All applications must be accompanied by a narrative statement describing how the proposal is consistent with the following applicable criteria. Staff can only recommend that a proposal advance if it meets the applicable criteria.

Description of the exact request	[Insert comments here] <i>Amend Sec. 19.17 of EMC to remove all references to Port Competability Overlay from MAP 17-2</i>
Reason for the request	[Insert comments here] <i>Due to Lack of time I reference complaints made by Kristen Hall, I am UNHAPPY about the Map Changes.</i>
<i>Clearly and completely address the factors below for each amendment category selected in question 3.</i>	
Comprehensive plan – text, goals, objectives, policies	<p>EMC 15.03.400(E) The following factors shall be considered in reviewing proposed amendments to comprehensive plan policies.</p> <ol style="list-style-type: none"> 1. Have circumstances related to the subject policy changed sufficiently since the adoption of the plan to justify a change to the subject policy? If so, the circumstances that have changed should be described in detail to support the proposed amendment to the policy. <i>[Insert comments here]</i> 2. Are the assumptions upon which the policy is based erroneous, or is new information available that was not considered at the time the plan was adopted, that justify a change to the policy? If so, the erroneous assumptions or new information should be described in detail to support the proposed policy amendment. <i>[Insert comments here]</i> 3. Does the proposed change in policy promote a more desirable growth pattern for the community as a whole? The manner in which the proposed policy change promotes a more desirable growth pattern should be described in detail. <i>[Insert comments here]</i> 4. Is the proposed policy change consistent with other existing plan policies, or does it conflict with other plan policies? The extent to which the proposed policy change is consistent with or conflicts with other existing policies should be explained in detail. <i>[Insert comments here]</i>
Comprehensive plan – land use map	<p>EMC 15.03.400(D) The following factors shall be considered in reviewing requests to amend the comprehensive plan land use map.</p> <ol style="list-style-type: none"> 1. The proposed land use designation must be supported by or consistent with the existing policies of the various elements of the comprehensive plan. <i>[Insert comments here]</i> 2. Have circumstances related to the subject property and the area in which it is located changed sufficiently since the adoption of the land use element to justify a change to the land use designation? If so, the circumstances that have changed should be described in detail to support findings that a different land use designation is appropriate. <i>[Insert comments here]</i> 3. Are the assumptions upon which the land use designation of the subject property is based erroneous, or is new information available which was not considered at the time the land use element was adopted, that justify a change to the land use designation? If so, the erroneous