



ZONING RECLASSIFICATION

WHAT IS THE PURPOSE OF THIS WORKSHEET?

This worksheet is to help prospective applicants prepare the required documentation needed to submit a complete application. Please note that this is not the official application, but a tool to assist in the compilation of the materials required for the review by the City. It is important that prospective applicants contact the Planning and Building Division prior to submitting an application as some projects may not require the submittal of all the materials listed or may require additional materials not listed. In order to help work out any potential problems before the formal submittal, the City of Bonney Lake encourages applicants to attend a pre-application meeting.

DIGITAL SUBMITTAL REQUIRED

The City has implemented a paperless permit system for all planning permits. All required application materials are required to be submitted electronically to the Bonney Lake Permit Center. Please contact the Bonney Lake Permit Center at (253) 447-4344 regarding the submittal process. All submittal documents are required to be consistent with the Digital Submittal Requirements.

Land Use Application: The Land Use Application must be signed by the property owner or the applicant must also submit a notarized copy of the Agent Authorization Form.

Fee: \$2,000 plus \$135 per acre

Project Narrative: The project narrative must include the following information:

1. An explanation of the project.
2. A written explanation of how the proposal complies the intent of the zoning code and comprehensive plan of the City (*Bonney Lake 2035*).
3. A written explanation regarding the municipal services such as water, sewer, roads, fire and police protection that will be required as a result of the proposed zoning reclassification.

NOTE:

Zoning reclassifications may require a separate comprehensive plan amendment application. If the comprehensive plan amendment application is required, it will be processed concurrently with the zoning reclassification application. Comprehensive plan amendments and the concurrent zoning reclassifications are processed every other year. Complete applications received by April 30th of an odd-numbered year shall be processed that year. In addition to the comprehensive plan amendment, a SEPA review is required, which a separate SEPA application shall be submitted concurrently with the zoning reclassification and comprehensive plan amendment applications.