

CITY OF UMATILLA

**COMPREHENSIVE PLAN MAP AMENDMENT APPLICATION**

Pursuant to the City Comprehensive Plan application is hereby made for an amendment of the Comprehensive Plan Map for the following described property:

Name of Applicant \_\_\_\_\_ Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_

Name of Owner \_\_\_\_\_ Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_

Property Description: Map No. \_\_\_\_\_ Tax Lot \_\_\_\_\_

Addition \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_

**For metes and bounds description, please attach legal description.**

Street Address \_\_\_\_\_

Current Plan Map Designation \_\_\_\_\_

Proposed Plan Map Designation \_\_\_\_\_

**IMPORTANT:** Oregon's land use planning laws and the City's Comprehensive Plan require the Planning Commission to make "findings of fact" with regard to requests for amendments of the Comprehensive Plan Map. The findings provide justification to either approve or deny the application. Read the questions that follow and answer them as completely as you can. Your responses will be used by the City to make findings and evaluate the merits of your request. The chances of a successful application depend upon the adequacy of the arguments you present to justify approval of the application. If you have any questions or desire assistance in completing this application, the planning staff is available to assist you. **HOWEVER, THE APPLICANT HAS THE BURDEN OF PROOF REGARDING ALL REQUESTS FOR A LAND USE ACTION.**

- (1) What is the zoning designation for this property?
- (2) How is the proposed amendment consistent with the City's Comprehensive Plan's policies? If you think some policies do not apply, please so indicate and briefly explain why.
- (3)(a) Why should the comprehensive plan map designation for this particular parcel(s) be amended as opposed to utilizing existing property designated on the comprehensive plan map and zoning map for the proposed use?
  - (b) How is the surrounding property designated on the comprehensive plan map and zoning map?
  - (c) How is the surrounding property used at present?
  - (d) If the designation of the comprehensive plan map is changed, how will any permitted use of that area be compatible with the surrounding property?
- (4) Have any changes taken place which support the desired change of the comprehensive plan map? You may consider such things as development of surrounding properties or similarly designated property, new streets, sewer or water lines, and so forth. Please explain fully.

**Additional information to be furnished by applicant:**

- (1) Evidence that applicant is owner or purchaser of the property or has written permission from the owner to file the application.
- (2) Two copies of plans and specifications, drawn to scale, showing the actual shape and dimensions of the lot to be built upon; the sizes and locations on the lot of existing and proposed structures; the intended use of each structure, the number of families, if any to be accommodated thereon; the relationship of the property to the surrounding area, the location of any existing highways, streets, easements and public utilities.

**NOTE:** If the application is deemed incomplete, the City will notify the applicant of what information is missing within 30 days of receipt of the application and allow the applicant to submit the missing information. The application shall be deemed complete upon receipt of the missing information. If the applicant refuses to submit the missing information, the application shall be deemed complete on the 31st day after the governing body first received the application.

The Umatilla Planning Commission meets the 4th Thursday of the month. Umatilla City Council generally meets on the 1st and 3rd Tuesday of each month. Because of public notice requirements, this application must be returned to City Hall no less than four weeks before the public hearing date. For further information, contact Umatilla City Hall, 300 6th St., PO Box 130, Umatilla, OR 97882 or telephone (503) 922-3226.

The above statements are true to the best of my belief and knowledge. The undersigned understands that the Planning Commission requests my attendance, or my representative, at any meeting(s) where this request is scheduled for consideration that the Planning Commission retains the right to approve or deny this request, and that the filing fee is *\$100 plus the actual cost for mailing and publishing notices, recording documents and consulting fees of professionals used by the City to review the application.*

Signature \_\_\_\_\_  
*Applicant*

Receipt: # \_\_\_\_\_ Date Received: \_\_\_\_\_

