

Guide to Amendments of North Bend's Comprehensive Plan & Development Regulations

1. What is the North Bend Comprehensive Plan?

The Comprehensive Plan is the official document providing the foundation for the future growth and development of North Bend. The City Council adopted and periodically updates the Comprehensive Plan pursuant to requirements of the State of Washington Growth Management Act (RCW 36.70A). The Plan includes chapters on land use; sensitive areas; housing, transportation; utilities; capital facilities; and appendices. As additional supplemental elements to the Comprehensive Plan, the City adopted a number of functional planning documents including the Comprehensive Sewer Plan and the Comprehensive Water Plan.

2. What are the North Bend Development Regulations?

Development regulations include a range of land-use regulations codified in the North Bend Municipal Code (NBMC). The regulations address a variety of land-use requirements, including zoning (permitted land uses and the Official Zoning Map); land-subdivision codes; critical-area regulations; and development standards (e.g. street standards; water and sewer system standards). Under state law, development regulations must be consistent with and implement the Comprehensive Plan.

3. What is the amendment process?

State law requires that local governments include a formal process for government, citizens, property owners, and any interested party to amend or change the local Comprehensive Plan and/or development regulations. Amendments must be consistent with the overall goals of the Growth Management Act. North Bend established a Comprehensive Plan and development regulations amendment process so that interested citizens, property owners, and other parties can seek amendments to these documents in a coordinated manner. Dockets are due October 15 every year for consideration in the following year's docket cycle. The City Council evaluates Comprehensive Plan amendments every year, however, per state law, reserves the right to hold a Plan amendment cycle not more than once every two years. Amendments to development regulations can be considered more often than once per year; however, the City reserves the right to batch them as with Comprehensive Plan amendments on a coordinated basis. Development regulations that require an amendment to the Comprehensive Plan cannot be processed without first amending the Comprehensive Plan. Please refer to the schedule under item 5.

4. How can I propose an amendment?

Any citizen (resident or non-resident), property owner, organization, or otherwise can recommend an amendment to the Comprehensive Plan and/or development regulations. Detailed Comprehensive Plan and development regulation amendment procedures are found in are in NBMC 20.08. Additionally, a docketing form is available for citizens to inform City officials of requested changes to the Plan or development regulations. Amendments to the Comprehensive Plan or development regulations that are initiated by the City or are taken up by the Planning Commission and are in the public interest can be processed at no-charge to interested parties. Otherwise, for amendments that are not city-sponsored, there is a charge for city review of an amendment.

5. What is the schedule for the amendment process?

DATE:	ACTIVITY:
Mid-July	City provides public notice of Comprehensive Plan and development regulation amendment process
October 15	All Comprehensive Plan and development regulation amendments due to Community & Economic Development Department
Nov. – January	CED Director prepares and delivers report to Planning Commission with a recommendation as to whether to take up each docket submitted during the current cycle.
January - February	Planning Commission considers which dockets to take up and establishes work program for deliberation on these dockets.
February - April	Planning Commission deliberation on dockets taken up
April (timing dependant on scope of dockets)	Environmental Determination pursuant to the State Environmental Policy Act on environmental impacts of the amendments.
April (timing dependant on scope of dockets)	Planning Commission holds a public hearing; deliberates, and provides written recommendation to Council on amendments.
May – June (timing dependant on scope of dockets)	City Council deliberates and makes decision on amendments.

Notes:

- All dates are approximate and are subject to change.
- Development regulation *text* amendments can be considered more often than one time per year, however, the City of North Bend reserves the right to batch them as with Plan amendments.
- Development regulation *map* amendments shall be processed on the same schedule as Plan amendments.

6. Where can I get additional information?

For additional information, please contact:

**Community & Economic Development Dept.
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North Bend, WA 98045
Telephone: 425-888-5633
Fax: 425-888-5636**