



City of Woodland
Community Development Dept.
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PETITION FOR CONSIDERATION OF A GENERAL PLAN AMENDMENT SUBMITTAL REQUIREMENTS

Petition for Consideration of a General Plan Amendment Submittal Requirements

Purpose:

The purpose for the petition submittal is to provide a process by which the City can consider amendments to the General Plan. A city may amend its General Plan up to four times a year (with a fourth optional). These amendments may be City initiated or privately initiated. A private application to amend the General Plan shall be required to submit a Petition for Consideration to Amend the General Plan. Staff will evaluate the petition request for consistency with General Plan Goals and for identification of possible future development issues. The petition will then be forwarded to the City Council for a threshold decision on whether the proposal should be considered for future processing. If accepted, then a formal application would be filed and necessary CEQA documentation would be conducted with the full cost borne by the applicant. ***Any action by the City Council to accept an application does not imply that the project will be ultimately approved by the Planning Commission or City Council.***

Submittal Requirements: (12 sets)

1. Application Form
2. Applicant Narrative/Justification
3. Contextual Map
4. Existing and proposed General plan/rezone map
5. Conceptual development map

6. Other support information as needed: conceptual landscape plan, floor plans, elevations or street perspective, setback comparison map.
7. One set or colored plans
8. Prefer that maps and plans be submitted on CD as well as hard copies.

Applicant Narrative/Justification:

This is a written narrative provided by the project proponent explaining the application request. It should include at a minimum a detailed project description including goals and objectives, a justification statement if any deviation from approved or standard zoning is requested and justification as to why and how a change in the approved General Plan would provide benefit to the community.

Contextual Map:

This is a map that shows the location of the site and the relationship of the proposed project to existing surrounding properties, buildings, and site features. This map shall indicate the proposed project site plan, all parcel lines and streets, location and use of structures, adjacent access and circulation, and existing zoning and land use within at least 300 foot radius. (A larger area may be required to show full context). Aerial photographs may be used if features are properly labeled.

Conceptual Development Map:

This map should provide a conceptual view of proposed project concept for the site. As example if residential, possible site layout may be shown as well as conceptual landscaping. Proposed development density should be indicated. Dimensioned locations of street, parking, and lots should be provided as possible. Also, building footprints are helpful.

Fee:

An initial petition application fee is required.
Should additional work be required to provide an initial recommendation, including analysis or consultant work, additional fees may be required by an Advanced Funding Agreement for the agreed upon amount.