



**PERMIT ASSISTANCE CENTER**

2000 Lakeridge Dr. S.W. Olympia, WA 98502

(360)786-5490 / (360)754-2939 (Fax)

TTY/TDD Line 7-1-1 or 1-800-833-6388

Email: [permit@co.thurston.wa.us](mailto:permit@co.thurston.wa.us)

[www.co.thurston.wa.us/permitting](http://www.co.thurston.wa.us/permitting)

**Supplemental Application  
COMPREHENSIVE PLAN AMENDMENT**

STAFF USE ONLY	DATE STAMP
<p><b>LABEL</b></p>	
	Intake by:

**This application cannot be submitted alone. In addition to this form, a complete package includes:**

Applicant Use	SUBMITTAL CHECKLIST	Staff Use Only
	Master application	
	Applicable processing fees. <i>Refer to current fee schedules. Depending on the adopted fee structure, additional fees may occur if base hours/fees at intake are exhausted.</i>	
	Supplemental requirement checklist ( <i>attached</i> )	
	SEPA Checklist	

1. What type of amendment are you requesting:      Map      Policy
2. Are you the property owner or under contract to purchase the property?    Yes    No

**Site Specific Amendments to Land Use Designations**

Complete the following section for amendments to land use designations. Attach additional sheets as needed. The County reserves the right to request additional studies or information necessary to process the application. An amendment that affects an Urban Growth Boundary will require additional studies.

- A. Identify the land uses surrounding the property affected, and describe how the proposed change would affect those surrounding land uses.





**Planning Goals**  
**Washington State Growth Management Act**  
**RCW 36.70A.020**

1. **Urban Growth.** Encourage development in urban areas where adequate public facilities and services exist or can be provided in an efficient manner.
2. **Reduce Sprawl.** Reduce the inappropriate conversion of undeveloped land into sprawling, low-density development.
3. **Transportation.** Encourage efficient multimodal transportation systems that are based on regional priorities and coordinated with county and city comprehensive plans.
4. **Housing.** Encourage the availability of affordable housing to all economic segments of the population of this state, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock.
5. **Economic development.** Encourage economic development throughout the state that is consistent with adopted comprehensive plans, promote economic opportunity for all citizens of this state, especially for unemployed and for disadvantaged persons, and encourage growth in areas experiencing insufficient economic growth, all within the capacities of the state's natural resources, public services, and public facilities.
6. **Property rights.** Private property shall not be taken for public use without just compensation having been made. The property rights of landowners shall be protected from arbitrary and discriminatory actions.
7. **Permits.** Applications for both state and local government permits should be processed in a timely and fair manner to ensure predictability.
8. **Natural resource industries.** Maintain and enhance natural resource-based industries, including productive timber, agricultural, and fisheries industries. Encourage the conservation of productive forest lands and productive agricultural lands, and discourage incompatible uses.
9. **Open space and recreation.** Encourage the retention of open space and development of recreational opportunities, conserve fish and wildlife habitat, increase access to natural resource lands and water, and develop parks.
10. **Environment.** Protect the environment and enhance the state's high quality of life, including air and water quality, and the availability of water.
11. **Citizen participation and coordination.** Encourage the involvement of citizens in the planning process and ensure coordination between communities and jurisdictions to reconcile conflicts.
12. **Public facilities and services.** Ensure that those public facilities and services necessary to support development shall be adequate to serve the development at the time the development is available for occupancy and use without decreasing current service levels below locally-established minimum standards.
13. **Historic preservation.** Identify and encourage the preservation of lands, sites, and structures that have historical or archaeological significance.

### SUPPLEMENTAL REQUIREMENT CHECKLIST

This application shall contain and/or address the following in a clear, accurate and intelligible form. Submit this checklist with your application. Check the box for each item addressed. Provide an explanation for any unchecked item.

Applicant Use	USE BLACK or BLUE INK ONLY	Staff Use Only
	1. One 8.5" x 11" or 11" x 17" map, drawn to scale, using a standard interval of engineer scale, which shall include the following:	
	a. All information drawn to scale (standard engineer scale).	
	b. A north arrow, map scale, date and directions to the site.	
	c. Property line boundaries and dimensions for <u>all</u> property lines.	
	d. The location of all existing structures, including, but not limited to, mobile homes, houses, sheds, garages, barns, fences, culverts, bridges, and storage tanks.	
	e. All means, existing and proposed vehicular and pedestrian ingress and egress to and from the site, such as driveways, streets and fire access roads, including existing road names and existing county and state right-of-way.	
	f. The location of all existing easements.	
	g. The location of all existing public and on-site utility structures and lines, such as on-site septic tanks, drain field and reserve areas, water lines, wells and springs.	
	h. Vicinity map, at a scale of not less than three (3) inches to the mile, indicating the boundary lines and names of adjacent developments, streets and boundary lines of adjacent parcels, and the relationship of the proposed development to major roads and highways.	
	i. Location of critical areas or buffers affecting the site, both on-site and on adjacent properties, including but not limited to shorelines, wetlands, streams, flood zones, high groundwater, steep slopes and special habitats.	
	2. Special reports (may include wetland delineation, geotechnical report, mitigation plan, or other).	