

Neighborhood Plan process - Amendments / Re-zones

Table: 21.10.090A based on BMC citations: 20.20.010 - 21.10.270.
(with new recommendations)

DRAFT 9/19/2006

as approved by ABN 6-27-2006
renumbered and minor fixes 7-31-2006
minor fixes per meeting with Planning 9-18-2006
fixes per NPUP Committee 9-19-2006

(Ref) Line	Process Steps	Timeline	(Optimal) Calendar	Who	Legal Citation / Description
1	Description of proposed action (meeting w/Neighbors)	2-3 weeks	November	Applicant	BMC# 20.20.020.B
2	by Applicant (in newsletter)				
3	2 - 3 paragraphs				
4	Pre-application meeting by appointment with	1 week	November	Applicant	BMC# 20.20.070, 21.10.150.A
5	Planning Staff				BMC# 21.10.170
6	Letter of Intent, due December 1	1 week	Dec 1st	Applicant	BMC# 20.20.060.C / .D
7	(Official offices)				BMC# 21.10.150.B
8	City Council, chair				(new)
9	Planning Commission, chair				(new)
10	Planning and Development, Director				(new)
11	Planning shall forward to, city and county,				(new)
12	all appropriate departments Parks, Police, etc.				(new)
13	Mayor's office, Mayor & MNAC				(new)
14	(other groups)				(new)
15	Is the Neighborhood plan being updated?			Planning	BMC# 20.20.030.B.1
16	NO				
17	YES				
18	Deferred to be part of the Update 1 year maximum				BMC# 20.20.030.B.1 [1] [2][A]
19					
20	Planning determines: is the Neighborhood Plan up to date?			Planning	BMC# 20.20.030.B.1
21	(7 years old or less),				(new)
22	Creates and delivers amendment summary packet		Jan MNAC mtg	Planning	(new)
23	YES				
24	NO				
25	Notification to Neighborhood Association and Applicant of screening date			City Council /Planning	(new)
26	Screening by City Council		March	City Council	BMC# 20.20.030.B.2
27	Wide impact to city and neighborhoods?				
28	NO, Narrow/minor/local				
29	YES, Wider/major				[2][A]
30	Approved for Scheduling				
31	Deferred to be part of future Neighborhood Plan Update 1 year maximum				(needs to be scheduled)
32	Notification of Neighborhood meeting (10 & 14 days)	2 weeks		Planning	BMC# 21.10.180.B & C
33	Pre-application Neighborhood meeting			Applicant/Neighborhood	BMC# 21.10.180 (full details)
34	Application and fee payment			Applicant	BMC# 21.10.190.A
35	Staff review and SEPA threshold decision			Planning	BMC# 21.10.150.C 16.20
36					
37	DNS				
38	DS				
39	Prepare Environment Impact Statement			Planning	?
40	Public hearing notice, including purposed ordinance language (if any)			City	BMC# 21.10.150.D
41	Mail, post, and publish				BMC#21.10.290
42	Same recipients as earlier notices				GMA#36.70A.020
43	Minimum 30 days prior to hearing				RCW#36.70A.035
44	Planning Commission hearing(s) and recommendation			Planning	BMC# 21.10.150.E.F
45	Public hearing notice, including purposed ordinance language (if any)			City	BMC# 21.10.150.G
46	Mail, post, and publish				GMA#36.70A.020
47	Minimum 30 days prior to hearing				BMC#21.10.290
48	City Council hearing and directive			City Council	BMC# 21.10.150.H
49	Action on Ordinances (by December)	30 days	December	City Council	(60 days to implementation?) [B]
50	Is final decision.				
51	Appeal of Type VI Decision	21 days		Public	BMC# 21.10.150.I
52	Optional				BMC# 21.10.250 BMC#21.10.290

[1] = Needs modification of current code to reflect max of 1 year deferment.

[2] = Within a max of one year deferment of [1].

[3] = WAC#365-195-845

[A] = Relationship to City of Bellingham Comprehensive Plan , WAC#365-195-800 / GMA # 36.70A.040

[B] = Time guidelines: WAC# 365-195-845, GMA#36.70A.020

(includes RCW citations.)

Abbreviations Used with the Neighborhood Plan process - Amendments / Re-zones Flow Chart

BMC	Bellingham Municipal Code
DNS	Determination of Non-Significance
DS	Determination of Significance
GMA	Growth Management Act
MNAC	Mayor's Neighborhood Advisory Commission
Neighborhood Planning	Neighborhood Association City of Bellingham Department of Planning and Community Development
RCW	Revised Code of Washington
SEPA	State Environmental Policy Act
WAC	Washington Administrative Code