

WALLA WALLA COUNTY COMMUNITY DEVELOPMENT DEPARTMENT  
310 W Poplar St., Suite 200  
Walla Walla, WA 99362  
509-524-2610

Submit documents to: [planning@co.walla-walla.wa.us](mailto:planning@co.walla-walla.wa.us)

**ZONING CODE TEXT AMENDMENT APPLICATION**

**Application deadline: March 31, 2023 at 5:00 pm**

This application shall be subject to all additions to and changes in the laws, regulations and ordinances applicable to the proposed development until a determination of completeness has been made pursuant to Chapter 14.07 WWCC. All zoning code text amendment applications shall be submitted on or before March 31st of each year.

Prior to application submittal, you are strongly encouraged to schedule a preapplication meeting, which is an opportunity to meet with staff to informally discuss the proposal, application requirements, fees, the review process and schedule, and applicable development standards, plans, policies, and laws.

**Applicant**

Name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Applicant's Representative** (optional)

Name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**\*Note: Signatures from the applicant and representative required on Page 2 (WWCC 14.07.025B(9)).**

**Summary of Proposed Amendments**

Section of code to be amended: \_\_\_\_\_

\_\_\_\_\_

Brief description of the proposed amendment and purpose (detailed summary and analysis must be attached as Exhibits A and B, see submittal checklist on Page 2).

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Is this application accompanied by application(s) for a Comprehensive Plan amendment (circle one)? Yes or No

**The signature of each applicant and the applicant's representative, is required per [WWCC 14.07.025](#).**

*(We) (I) certify that the information furnished within this application, including all submittals and attachments, is true and correct to the best of (my) (our) knowledge, and understand that additional conditions may be placed on the permit if it is approved. Attach additional page if needed (for five or more signatures).*

_____ /	_____ /	_____		
Printed Name	Signature	Date	<input type="checkbox"/>	Applicant
_____ /	_____ /	_____		
Printed Name	Signature	Date	<input type="checkbox"/>	Applicant
_____ /	_____ /	_____		
Printed Name	Signature	Date	<input type="checkbox"/>	Applicant

**COMPLETE SUBMITTAL CHECKLIST**

Application Deadline: March 31, 2023 at 5:00 pm

**Submittal Requirements**

The following must be submitted with this completed form for the application to be complete. Applications that are incomplete (i.e., that do not include all the information required below) will not be accepted.

- An electronic copy**
- 15 hard copies**
- Application fee: \$6,887, plus 3% technology fee, \$7,093.61** payable to Walla Walla County
- [SEPA Environmental Checklist](#) (only **Section A:** Background, **Section C:** Signature and **Section D:** Supplemental Sheet for Nonproject Actions must be completed)
- SEPA Review fee: \$1,300, plus 3% technology fee, \$1,339,** payable to Walla Walla County.
- Exhibit A:** detailed written summary of the proposed amendments, showing the proposed amendments to the code, preferred to show insertions underlined and deletions with strike-out. Must be labeled as "Exhibit A" and attached to application form. The Walla Walla County Code is available online [here](#); the website allows you to download in MS Word format for editing.
- Exhibit B:** an explanation of how the proposal meets the criteria in the following sections of the Walla Walla County Code; the written statement must address each of these criteria. Must be labeled as "Exhibit B" and attached to application form.
  - WWCC 14.15.060C
  - WWCC 14.15.070.B.3

**I hereby state that the checked items are included in my application packet. I understand that errors or omissions may result in delay of application review. If all items are not submitted together, in a complete application packet, by March 31, 2023, the application will not be considered on the 2023 docket.**

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_