

City of Springfield
 Development & Public Works
 225 Fifth Street
 Springfield, OR 97477



Zoning Map Amendment, Type III

Required Project Information <i>(Applicant: complete this section)</i>			
Applicant Name:		Phone	
Company:		Fax:	
Address:			
Applicant Signature:			
<small>If the applicant is other than the owner, the owner hereby grants permission for the applicant to act in his or her behalf</small>			
ASSESSOR'S MAP NO:	_____	TAX LOT NO(S):	_____
Property Address:	_____		
Area of Request	Square Feet:	Acres:	
Existing Use(s) of Property:	_____ _____		
Description of The Proposal:	_____ _____ _____		
Required Property Information <i>(City Intake Staff: complete this section)</i>			
Case No.:	_____	Date	_____
		Received by:	(initials) _____
Application Fee:	_____	Postage Fee:	_____
		Total Fee:	_____

Zoning Map Amendment Submittal Requirements Checklist

1. **The application fee** - Refer to the Development Code Fee Schedule for the appropriate application and postage fee. A copy of the Fee Schedule is available at the Development & Public Works Department.
2. **Deed** - A copy of the deed to show ownership.
3. **Vicinity Map** – A map of the property and the surrounding vicinity which includes the existing zoning and plan designations. One copy must be reduced to 8 ½" by 11" which will be mailed as part of the required neighboring property notification packet.
4. **Findings** - Before the Planning Commission can approve a Zone/Overlay District Change Request, there must be information submitted by the applicant which adequately supports the request. The Criteria the Planning Commission will consider in making their decision is listed below. If insufficient or unclear data is submitted by the applicant, there is a good chance that the request will be denied or delayed. It is recommended that you hire a professional planner or land use attorney to prepare your findings.

Criteria of Approval (Quasi-judicial)

SDC 12.030 requires that in reaching a decision on these actions, the Planning Commission or Hearings Official map approve, approve with conditions or deny a quasi-judicial Zoning Map amendment based upon approval criteria (a)-(c), below.

- (a) Consistency with the Metro Plan policies and the Metro Plan Diagram;
- (b) Consistency with applicable Refinement Plans, Plan District maps, Conceptual Development Plans and functional plans; and
- (c) The property is presently provided with adequate public facilities, services and transportation networks to support the use, or these facilities, services and transportation networks are planned to be provided concurrently with the development of the property.