

MANZANITA, OREGON

COMPREHENSIVE PLAN AMENDMENT

1. Attached is a packet for a land use decision before the City of Manzanita.
2. A meeting with appropriate City staff members may be required before an application is accepted. Applications will be reviewed by staff for completeness before accepting fees.
3. Proponents will be required to provide all required information listed on the attached application.
4. The burden of proof lies with the proponent (applicant), to show that the proposal is consistent with relevant policies of the Comprehensive Plan and Zoning Ordinance.
5. The Building official may not issue a building permit for new construction until all appeal periods have expired.
6. Planning Commission meetings are held regularly once a month – on the third Monday evening at 7:00 p.m.
7. The applicant(s) or a representative should attend the review hearing before the Planning Commission and City Council when appropriate. Failure to appear before the review body may result in a delay of a final decision.
8. City Council meetings are held regularly once a month also – the first Wednesday evening after the first Monday at 7:00 p.m.
9. Both meetings are held in the City Hall Council Chambers at 543 Laneda Avenue, Manzanita, Oregon.
10. Land use requests involving amendments to the Comprehensive Plan or Zoning Ordinance/Map require a 45 day review period by the State Department of Land Conservation and Development prior to any local review.

Application Filing Deadline

CITY OF MANZANITA

Application for Amendment to the Comprehensive Plan

Name: _____ Phone Number: _____

Address: _____

PROPOSED SITE LOCATION

Address: _____

Assessor's Map Page Location: _____ Tax Lot(s): _____

REQUIRED INFORMATION

A legal description as it appears on the deed (metes and bounds or subdivision lot and block number).

Draft Findings of Fact which support the proposed change. The Findings shall address relevant policies of the City Comprehensive Plan, State Land Use Goals and policies of any other affected jurisdiction.

I, _____, certify that I am the owner or authorized agent of the owner of the proposed site. (If authorized agent, attach written authority.)

_____ Date _____
Signature of owner or authorized agent of owner; please indicate which.

Application Fees: \$1000. In the event the City incurs processing expenses in excess of \$1000, payment of such expenses shall be a condition of final approval.