



**DOUGLAS COUNTY  
TRANSPORTATION & LAND SERVICES**

140 19TH STREET NW, SUITE A • EAST WENATCHEE, WA 98802  
PHONE: 509/884-7173 • FAX: 509/886-3954

# Comp Plan Amendment/Rezone Application Checklist

**The following information must be submitted  
or  
the application will not be accepted at the counter**

*office use only*	
Counter Complete	
_____	_____
Intls	Date

Missing Items	Counter Complete	Items Needed
<input type="checkbox"/>	<input type="checkbox"/>	Completed comprehensive plan amendment/rezone application packet
<input type="checkbox"/>	<input type="checkbox"/>	SEPA Checklist (signed)
<input type="checkbox"/>	<input type="checkbox"/>	Scaled site plan - see D.C. site plan checklist as a useful guideline: <a href="http://www.douglascountywa.net/departments/tls/pdf/SitePlanChecklistWeb.pdf">http://www.douglascountywa.net/departments/tls/pdf/SitePlanChecklistWeb.pdf</a>
<input type="checkbox"/>	<input type="checkbox"/>	Complete neighborhood meeting – Copy of notice Copy of mailing list Affidavit of mailing Copy of sign in sheet
<input type="checkbox"/>	<input type="checkbox"/>	Applicable Douglas County fees –

NOTE! The above required information is necessary to start the application review. Depending on the results of the review, additional information/materials may be required.