



SETTLED 1870 · INCORPORATED 1986

Case No.: AGP-_____
For Official Use Only

Application Fee: \$ 2,500.00
For Official Use Only

GENERAL PLAN AMENDMENT APPLICATION

(Rev 5/17)

The Following Information And Submittals Are Necessary In Order To Process Your Request For A General Plan Amendment:

SUBMITTAL REQUEST (Check One): *Major Plan Amendment* *Minor Plan Amendment*

Application Submittal Date: _____ Size of the Subject Area: _____

Current Land Use Designation(s) of the Subject Area: _____

General location of the area that is the subject of this request: _____

Current Zoning of the Subject Area: _____

Applicant: _____

Applicant Address: _____

Phone No.: _____ Fax No.: _____ E-mail: _____

Owner(s): _____

Owner(s) Address: _____

Phone No.: _____ Fax No.: _____ E-mail: _____

SINGLE POINT OF CONTACT FOR ALL FORMAL COMMUNICATIONS:

Name: _____

Address: _____

Phone No.: _____ Fax No.: _____ E-mail: _____

CERTIFICATION:

I, (print name) _____, hereby certify that I am the owner, or owner's designated representative, of the property involved in this application and that I have read and examined this application and the attachments, and know the same to be true and correct.

Signature

Date

SECTION A. GENERAL APPLICATION REQUIREMENTS (To Be Provided By The Applicant):

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- | <u>No.</u> | <u>Requirement</u> |
|------------|--|
| ___ 1. | Appropriate Completed Application Form |
| ___ 2. | The appropriate application fee |
| ___ 3. | Proof of Ownership (recorded) and/or Letter(s) of Authorization |
| ___ 4. | One (1) 11" x 17" color coded copy of the Current Land Use Map. |
| ___ 5. | One (1) 11" x 17" color coded copy of a Proposed Land Use Map containing the information listed under " <u>Land Use Map Requirements</u> ". |
| ___ 6. | If the applicant is not the sole owner of the subject property(s); the application must contain notarized written authorization to submit the application from all owners of record of the subject property(s). |
| ___ 7. | A statement (narrative) indicating how the proposed General Plan Amendment would comply with the Town of Cave Creek's General Plan Vision statement if it were approved. |
| ___ 8. | A PDF formatted disk containing the completed Application Form (cover page), Narrative – including the GPA Considerations and GPA Criteria, Current Land Use Map, Proposed Land Use Map and any other exhibits or attachments that the applicant deems necessary (unlocked format) |
| ___ 9. | Mailing labels with the names and mailing addresses of the owners of all properties within a half-mile (2640') of the subject property and a site map showing all parcels within a ½ mile radius. The mailing labels should be in alphabetical format. The applicant is responsible for the accuracy of this list. |

SECTION B. APPLICANT PROCEDURAL REQUIREMENTS (To Be Completed By The Applicant):

The Applicant shall post the subject area with signage advertising the date, time and location of the Planning Commission and Town Council Public Hearing(s). The sign(s) shall be 4' x 4' in area.

SECTION C. GENERAL PLAN AMENDMENT CONSIDERATIONS:
(Each of the Considerations listed below shall be addressed on a separate attachment prepared by the applicant):

Consideration #1: How will the proposed amendment impact current and future water supplies and water quality?

Consideration #2: How will the proposed amendment impact the existing transportation system?

Consideration #3: What is the extent to which new roads, non-vehicular transportation facilities and access and egress proposed as part of the General Plan Amendment contribute to the Town's planned vehicular and non-vehicular transportation system and trails?

Consideration #4: What is the impact of the proposed amendment on riparian areas, the perennial stream flow of Cave Creek, the natural environment, open spaces and conservation areas identified in the Plan?

Consideration #5: How does the proposed amendment contribute to the sustainability and quality of existing and designated open spaces, conservation areas or the creation of new open spaces or conservation areas?

Consideration #6: What is the impact of the proposed amendment on recreation facilities, parks, and open space and natural resources identified in the Plan?

Consideration #7: How does the proposed amendment contribute to the Town's existing and proposed recreational amenities such as parks, and open space and natural resources?

Consideration #8: How does the proposed amendment contribute to the Town's rural development pattern?

Consideration #9: What is the impact of the proposed amendment on air quality?

Consideration #10: Does the proposed amendment affect the Town's ability to maintain its current level of service or will it discourage it from maintaining or enhancing its range and level of public services in the future?

Consideration #11: Will this request require the Town to provide additional services?

Consideration #12: How will the proposed amendment impact current and future sewer capacities?

SECTION D. GENERAL PLAN AMENDMENT APPROVAL CRITERIA:

In determining whether the proposed amendment shall be approved, the Commission and Council shall consider the following factors (Each of the Criteria listed below shall be addressed on a separate attachment prepared by the applicant):

1. The development pattern contained in the land use plan does not adequately provide appropriate optional sites for the use proposed in the amendment.
2. That the amendment constitutes an overall improvement to the Town of Cave Creek General Plan and is not solely for the good or benefit of a particular landowner or owners at a particular point in time.
3. That the amendment will not adversely impact the community as a whole or a portion of the community by:
 - a. Significantly altering acceptable existing land use patterns.
 - b. Adversely impacting existing uses due to increased traffic on existing systems.
 - c. Affecting the livability of the area or the health and safety of the residents.
4. That the amendment is consistent with the overall intent of the General Plan.
5. Whether events subsequent to the General Plan adoption have changed the character and/or condition of the area so as to make the application acceptable.

SECTION E. LAND USE MAP REQUIREMENTS

(To Be Provided on the Proposed Land Use Map):

- | <u>No.</u> | <u>Requirement -</u> |
|------------|--|
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___ | 1. A Vicinity Map showing the general location of the area that is the subject of the proposed General Plan Amendment. |
| ___ | 2. The proposed Land Use Map shall be 11" x 17" and color coded indicating the proposed land use designation(s) of the area subject to the proposed General Plan Amendment. |
| ___ | 3. The surrounding land uses as they relate to the area subject to the proposed General Plan Amendment |
| ___ | 4. The current land use designation of the area subject to the proposed General Plan Amendment. |
| ___ | 5. The proposed land use designation of the area subject to the proposed General Plan Amendment. |
| ___ | 6. The total area that is subject to the proposed Major General Plan Amendment (square footage & acreage) |
| ___ | 7. A North arrow and drawing scale. |
| ___ | 8. A Drawing Legend showing all line type, symbols, land use designations, color codes, etc. |
| ___ | 9. All delineated floodways and floodplains located within the area subject to the proposed General Plan Amendment. If no floodways or floodplains are identified, notate as such. |

- ___ 10. Location and names of all existing roadways and trails located within the area subject to the proposed General Plan Amendment. If no trails are identified, notate as such.
- ___ 11. Delineate all hillside areas (slopes of 15% or greater) located within the area subject to the proposed General Plan Amendment. If no hillside areas are identified, notate as such.
- ___ 12. The name of the individual who prepared the proposed Land Use Map along with the date the map was prepared and the date of the last revision.

SECTION F. APPLICATION SUBMITTAL FINDING (To Be Completed By Town Staff):

___ **APPLICATION SUBMITTAL IS INCOMPLETE:** (Additional information is required; see items identified above as missing or incomplete for specific details)

___ **SUBMITTAL IS COMPLETE:**

SECTION G. REVIEW (To Be Completed By Town Staff):

Reviewed by: _____ Title: _____

Review Date: _____

ADDITIONAL NOTES:

1. The General Plan Amendment requirements referenced above can be found within the Town of Cave Creek's General Plan and *Zoning Procedures* - Chapter 15 of the Town of Cave Creek Zoning Ordinance.
2. **Discussion between Town Staff and the applicant does not bind the Town. The applicant should expect that additional issues will likely be raised by the Town at later stages in the process.**
3. **Additional information or copies of submitted material may be required after application review.**