



AREA-WIDE (MAJOR) REZONE SUBMITTAL CHECKLIST

An area-wide (or major) rezone is an amendment to the Official Zoning Map of the City of Lake Stevens that involves a large area (50 acres or more) or requires the adoption of a comprehensive plan map amendment or subarea plan, as detailed in [LSMC 14.16C.090\(b\)\(2\)](#). Major rezone applications that require a comprehensive plan map amendment are accepted through January 31 of each year via the city's [annual docketing process](#), while those that do not require a comprehensive plan map amendment may be submitted anytime during the year.

Major rezone applications must demonstrate compliance with the approval criteria in [LSMC 14.15C.090\(g\)](#). They are subject to a [Type VI land use review process](#) and require public hearings before the Planning Commission, who make a recommendation, and City Council, who adopt major rezones via ordinance. Decisions on major rezones may be appealed to the Growth Management Hearings Board within 60 days of the publication of the final decision, per [RCW 36.70A.290](#).

Required Submittal Items:

1. Completed [Type IV/V/VI land use application](#) signed by owner or authorized applicant
2. A description of all land proposed to be rezoned including a map highlighting the specific parcels
3. A narrative addressing the decision criteria in [LSMC 14.16C.090\(g\)](#)
4. State Environmental Policy Act (SEPA) Checklist (if necessary; major rezones that don't require a comprehensive plan map amendment are exempt from SEPA)
5. Application fee as established by the [city fees resolution](#) in effect at the time of submittal

For the city to accept applications as complete, the applicant must submit all required items. If you are unsure if an item is required, call 425-622-9400 and ask to speak to the planner who reviewed the pre-application submittal (if applicable) or the planner on duty.