



# MINOR SITE PLAN AMENDMENT APPLICATION

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Application # \_\_\_\_\_

Job Site Address \_\_\_\_\_

Name of Project \_\_\_\_\_

Name of Original Project (if different) \_\_\_\_\_

## CONTACT INFORMATION

<u>OWNER</u>	
Name	_____
Address	_____
City	_____ State _____ Zip _____
Ph	_____ Fax _____
E-mail	_____
Contact Name	_____
E-mail	_____
Ph	_____ Fax _____

<u>APPLICANT</u>	
Name	_____
Address	_____
City	_____ State _____ Zip _____
Ph	_____ Fax _____
E-mail	_____
State Lic. #	_____
City Lic. #	_____

### FILING REQUIREMENTS:

1. A written description of how and why the proposed amendment or modification satisfies each criteria (see criteria below). Be descriptive, factual and specific.
2. Plan drawings, to the same scale, showing the approved site layout, and a second drawing showing the proposed modifications. Drawings are to be clearly labeled and appropriately dimensioned.
3. Copy of Conditions of Approval (for original project).
4. Other materials as may be necessary or required to clarify requested changes.
5. Application filing fee.
6. Filing materials (7 copies)

### CRITERIA:

1. What is the overall project character before modification and after modification? Describe the difference.
2. Does the proposal increase the number of lots, dwelling units, or the density on site? If so, how?
3. Does the proposal decrease the amount of open space? If not, why not?
4. Review the original Conditions of Approval. Does the proposal result in a conflict with any of the Conditions? Is the proposal able to meet the requirements of City codes and ordinances except as permitted under the original approval?

**I certify to the best of my knowledge, the information provided on this application is true and correct.**

Sign Owner / Agent \_\_\_\_\_ Date \_\_\_\_\_  
Print Owner / Agent \_\_\_\_\_ Date \_\_\_\_\_

### OFFICE USE ONLY

Received By \_\_\_\_\_ Date \_\_\_\_\_

Application Fee \$ \_\_\_\_\_ Receipt Number \_\_\_\_\_ Date \_\_\_\_\_