



Comments Due By: _____
Minor Amendment # _____
Planner _____
Effective Date _____

## Minor Amendment Application Form - Zoning Department

Date Submitted: _____	
Project Name: _____	<b>Minor Amendment Fee: \$192</b>
Project Location (Street Address): _____	<b>Transportation Development Review</b>
Legal Description: _____	<b>Fee: \$250 (when applicable)</b>
<b>General Information:</b> <i>List all property owners having a legal/equitable interest in the property (Attach separate sheets if necessary).</i>	
Owner's Name (s): _____	
Street Address: _____	City/State/Zip: _____
Telephone: _____	Fax: _____
Applicant's/Consultant's Name: _____	
Name of firm: _____	
Street Address: _____	City/State/Zip: _____
Telephone: _____	Fax: _____
	Email: _____

**SUBMITTAL REQUIREMENTS:**

- 1) Eight (8) copies of RECORDED plan (i.e. site, landscape, elevation, etc. - whichever is being altered) on 24" x 36" size (usually available at the Technical Services Department at 281 N. College) – RED-LINE THE CHANGES ON the eight plans or provide eight copies of revised drawings showing the changes in addition to the eight originals. **ALL PLANS MUST BE FOLDED TO 8 1/2" X 11"**;
- 2) Completed and signed application form(s); and
- 3) Application fee of \$192.00 (or \$442 if Transportation Development Review Fee required).

### MINOR AMENDMENT

Detailed description of the change and reason(s) for the request: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**CERTIFICATION**

I certify the information and exhibits submitted are true and correct to the best of my knowledge and that in filing this application, I am acting with the knowledge, consent, and authority of the owners of the property (including all owners having a legal or equitable interest in the real property, as defined in Section 1-2 of the City Code; which is the subject of this application) without whose consent and authority the requested action should not lawfully be accomplished. Pursuant to said authority, I hereby permit City officials to enter upon the property for the purpose of inspection, and if necessary, for posting a public notice on the property.

Name (please PRINT): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Signature: \_\_\_\_\_