



Current Planning
281 North College Ave.
PO Box 580
Fort Collins, CO 80522
970.416.2283
970.224.6134 - fax
fcgov.com

Minor Amendment Application Form

Minor Amendment Fee: \$192.00

Date Submitted: _____

Project Name: _____

Project Location (Street Address): _____

Legal Description: _____

General Information: *List all property owners having a legal/equitable interest in the property (Attach separate sheets if necessary).*

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) Six (6) 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 six plans or provide six copies of revised drawings showing the changes in

addition to the six originals;

2) Completed and signed application form; and

3) Application fee of \$192.00.

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:

Date:



ACCESSING MINOR AMENDMENT INFORMATION THROUGH THE CITY'S WEB SITE

To check on approvals and conditions for Minor Amendments go to the City's web site at: www.fcgov.com

- Click on Inquire on a building permit or minor amendment on the LEFT side of the screen., under "How do I"..... This will take you to the next screen.
- Enter the Minor Amendment number in the Permit Number field and select Search Permits.

The next screen will give you general information. To get more in-depth information click on the colored Minor Amendment number link on the left side of the screen.

At the next screen you will be able to view all of the current information by clicking on the appropriate links at the bottom of the screen.

If you need more details, go to instructions, general information or frequently asked questions (at the top of each screen) for more information.