



Development Services

Planning Division

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Application Checklist

COMPREHENSIVE PLAN AMENDMENT

At time of application, you will be required to provide the following:

1. A letter of intent describing the project, identifying the project contact person(s) and any other information relevant for City's staff review.
2. A PDF of the Comprehensive Plan Amendment sketch, which includes the following:
 - a. Date, compass point, legend of symbols and scale (written and graphic)
 - b. Vicinity map that accurately represents the area including recent developments
 - c. Notation of existing Comprehensive Plan land use classification and requested proposed land use classification
 - d. The acreage for each area being changed