



PLANNING + NEIGHBORHOOD SERVICES

Land Use Review

Amendment to Plat Restriction Application Requirements

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This checklist is intended to assist in preparing a complete plan that will address all City development standards, requirements, and review criteria. The following information must be included with the plan submittal. If justified, the City may except any requirement. The Land Use Review Division may require additional information in accordance with City Code Section 7.5.403: *All documents should be neat and legible; inaccurate, incomplete, and poorly completed documents may be rejected.*

Please submit via the Planning Department's [online submittal system](#).

Submittal Checklist

General Requirements:

Pre-application Meeting Summary from the assigned City Planner

[General Applicant and Owner Acknowledgement Form](#)

Project Statement identifying the following:

- A clear description of the proposed amendment to plat restriction;
- A Justification based on the review criteria addressing why the proposed project should be approved; and
- An Issue List stating how each of the pre-application issues, as communicated to the applicant/owner by the reviewing planner, has been addressed in the development proposal.

Recorded Plat

A legal description of the proposed project

Review Criteria

Amendment to Plat Restriction Review Criteria

Restrictions and conditions on recorded plats may be removed if it is determined after a review that the requirements or conditions are no longer necessary or no longer applicable.