



If changes are required to an existing Development Application, please submit this completed form and the required fee online or to the Zoning Counter located at City Hall. **All materials submitted to the City for any Development Application become public property, and therefore, available for public inquiry.**

Please check (✓) which of the following changes you are requesting to an existing Development Application:

- Change in the scope of the Development Application (e.g. adding properties, changing the proposed land use, density etc.)
- Change of Property Owner (attach proof of ownership e.g. title search etc.)
- Change of Applicant (Project Contact)
- Change of Online User
- Change of Mailing Address (include all applicable File No.'s below):
  - Property Owner
  - Applicant (Project Contact)
  - Online User

Type of Application (e.g. rezoning, development permit etc.): \_\_\_\_\_

File No.: \_\_\_\_\_

Property Address(es): \_\_\_\_\_

Legal Description(s): \_\_\_\_\_

Proposed Change in Scope (describe or attach revised letter of intent): \_\_\_\_\_

Old Property Owner: \_\_\_\_\_

New Property Owner: \_\_\_\_\_

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

Postal Code

**Tel. No.:** \_\_\_\_\_  
Business \_\_\_\_\_ Residence \_\_\_\_\_  
E-mail \_\_\_\_\_ Fax \_\_\_\_\_

**Old Applicant (Project Contact):** \_\_\_\_\_

**New Applicant (Project Contact):** \_\_\_\_\_

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

\_\_\_\_\_ Postal Code \_\_\_\_\_  
**Tel. No.:** \_\_\_\_\_  
Business \_\_\_\_\_ Residence \_\_\_\_\_  
E-mail \_\_\_\_\_ Fax \_\_\_\_\_

**Old Online User's Name:** \_\_\_\_\_

Correspondence/Calls to be directed to:

**New Online User's Name:** \_\_\_\_\_

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

\_\_\_\_\_ Postal Code \_\_\_\_\_  
**Tel. No.:** \_\_\_\_\_  
Business \_\_\_\_\_ Residence \_\_\_\_\_  
E-mail \_\_\_\_\_ Fax \_\_\_\_\_

**Property Owner(s) Signature(s):** \_\_\_\_\_

\_\_\_\_\_  
Please print name

or

**Online User's Signature:** \_\_\_\_\_

Attach Letter of Authorization from property owner

\_\_\_\_\_  
Please print name

**For Office Use**

Date Received: \_\_\_\_\_ Change Fee: \$342.00

Receipt No.: \_\_\_\_\_ Change of Mailing Address only: \$64.25