



SITE PLAN AMENDMENT APPLICATION

Los Alamos County Community Development Department
1000 Central Ave, Suite 150, Los Alamos NM 87544
(505) 662-8120

Describe the Amendment request: 	
Related Site Plan: Case Number: _____ Date of Approval: _____	
Address and Use of Property to which the Amendment request applies: _____	
Zoning District: _____ Acreage: _____ Lot Coverage: _____ Related Applications (if any): _____	
APPLICANT (Unless otherwise specified, all communication regarding this application shall be to Applicant): Name: _____ Phone: _____ Cell #: _____ <small>Please Print</small>	
Company Name: _____	
Address: _____ Email: _____	
SIGNATURE	DATE
PROPERTY OWNER <input type="checkbox"/> Check here if same as above	
Name: _____ Phone: _____ Cell #: _____ <small>Please Print</small>	
Address: _____ Email: _____ <small>Owner's Address</small>	
<i>My signature below indicates that I authorize the Applicant to make this Amendment application on my behalf.</i>	
SIGNATURE	DATE
THIS SECTION TO BE COMPLETED BY THE COMMUNITY DEVELOPMENT DEPARTMENT	
Date of Submittal: _____	Staff Initial: _____
CDD Application Number: _____	Fees Paid: _____
Administrative: _____	Other: _____ /Referred to: _____

SITE PLAN AMENDMENT REVIEW CRITERIA

Where a site plan has been previously approved, the community development director may approve, deny, or approve conditionally a minor site plan amendment in accordance with the same criteria used to review the site plan. Minor amendments shall not change the uses, nor increase the building size beyond 20 percent of the gross floor area of the structure(s), not to exceed a maximum of 5,000 square feet of gross floor area, and will not substantially change the function or appearance of the development, or result in any negative health, safety or welfare impacts on the community or adjacent properties.

SUBMITTALS:

Provide all information necessary for a complete review of the Minor Amendment request. Clearly identify the specific elements of the requested amendment. Check each of the boxes to indicate which information you have provided, and also provide one complete copy of all materials on disk:

- Agent Authorization.
- Certificate of Approval issued at time of original Site Plan approval.
- Proof of property ownership, if different or changed from time of Site Plan approval.
- Copies of original Site Plan drawings including all information pertinent to the Amendment request:
 - Existing and proposed lot coverage.
 - Footprint and square footage of all buildings and structures on the site.
 - All existing and proposed easements.
 - All existing and proposed setbacks.
 - Building/structure elevations.
- Other. Describe: _____