



APPLICATION: MODIFICATIONS TO APPROVED SITE PLAN APPLICATION (180-2.3.8)

Updated: 02/19/2020

PROJECT LOCATION	
Project Street Address:	
Legal Description:	

PROJECT DESCRIPTION						
Lot Size Information:	Acres:	Sq. Feet:	Zoning:			
Parking Spaces:	Existing:	Proposed:	Lot Coverage:	Existing (Sq. ft. and %):	Proposed (Sq. ft. and %):	
Residential Units:	# of Units Existing:	# of Units Proposed:	# of Deed Restricted Units Proposed:	Non-Residential Uses:	Type of Use(s):	Gross Floor Area (Sq. Feet):

Request for Site Plan Modification:

APPLICANT	
Name:	Phone #:
Mailing Address:	City, State:
E-Mail:	Zip Code:

OWNER <i>(if not the applicant)</i>	
Name:	Phone #:
Mailing Address:	City, State:
E-Mail:	Zip Code:

CERTIFICATION

I, the undersigned, authorize the Town of Frisco Community Development Department to proceed with this Changes to Approved Site Plan Application under the requirements set forth by the applicable Town of Frisco Code(s), as they may be amended. I, the undersigned, understand and accept that the accuracy of the information contained within this application is the responsibility of me, the undersigned, and any information found to be incorrect or inaccurate by the Town of Frisco Community Development Department during the processing of this application, will cause this application to be delayed. I, the undersigned, also, understand and accept that **only complete applications will be processed**. Incomplete applications will be returned to me to fulfill the requirements for my respective application. If the applicant is not the owner of the Property, **a statement by the owner consenting to this application shall be submitted** with this application.

A statement by the owner(s) consenting to this application is included (required if the applicant is different from the owner).

Applicant Name (Please Print)	Title
Applicant Signature	Date

For Office Use Only: File Number:	Application Fee(s) Paid:	
<input type="checkbox"/> Approved	<input type="checkbox"/> Approved with Conditions	<input type="checkbox"/> Denied
	Date:	Staff Initials:

Site Plan Changes Allowed

Site Plan applications authorized by an approval may incorporate minor changes from the approved site plan without the need for a new application, provided that the Director determines that the proposed changes:

- i. Could be approved under the allowable administrative adjustments pursuant to Section 180-2.7.2, had they been requested with the original application;
- ii. Comply with the standards of this Chapter;
- iii. Are necessary to meet conditions of approval; and/or
- iv. Would not significantly alter the function, form, intensity, character, demand on public facilities, or impact on adjacent properties as approved with the major site plan.

APPLICATION MATERIALS

All applications are required to have an e-copy accompanying submission of hard copies. All applications must have existing and proposed project details.

1. Completed Application Form

2. Property Owner Consent

If the applicant is not the owner of the property, a written statement by the owner consenting to this application must be submitted.

3. Homeowners Association Consent

For any improvements proposed on the common area as defined by the homeowners association and/or the Community Development Department require written permission from the homeowners association to which the property is a member.

4. Application Fee:

- o **\$500** non-refundable application fee *and*;
- o **\$1,500** Development Review Account (DRA) deposit (see Section 2.3.2.D)

A non-refundable fee submitted with the application. Major revisions to the original submittal may require an additional fee.

5. Project drawings

- o Project drawings shall include site plan, elevations and architectural drawings red lining the proposed changes. Other plans may be required dependent on modifications including, but not limited to, landscape plan, lighting plan, floor plans, roof plans, 3-D model, and building sections. All plans shall be dimensioned with a minimum paper size of 24" x 36".

6. Narrative

A written narrative of the project which outlines the request for Site Plan Change(s) and demonstrates compliance with Frisco Town Code.

7. Other Applicable Materials

The Community Development Department may require additional information as needed for review of the application.

Agency Contacts:

Additional information and permits may be required by the following agencies:

Town of Frisco:

- Building Division: (970) 668-5276
A building permit application may be required for these types of projects.
- Town Clerk: (970) 668-9122
A business license is required for all contractors working in the Town of Frisco.
- Frisco Water and Public Works Department: (970) 668-0836
Additions to the Town of Frisco water distribution system may only be installed between April 15th and October 31. A separate permit, including an excavation permit, may be required.

Frisco Sanitation District: (970) 668-3723

Summit Fire & EMS: (970) 262-5100

Summit County Environmental Health: (970) 668-4070

Xcel Energy: (970) 262-4050