ARAPAHOE COUNTY
COLORADO'S FIRST

Public Works and Development
6924 S Lima St., Centennial, CO 80112 Phone:
720-874-6650 FAX: 720-874-6611
www.arapahoegov.com

Case No. _____

ADMINISTRATIVE AMENDMENT PROCESS REQUEST

Submit this form with the Letter of Intent several days prior to a formal application

Do not submit any formal application to the Planning Department until this form is signed by the entire staff!

Type of Request ☐ ADMINISTRATIVE AMENDMENT ☐ ADMINISTRATIVE REPLAT ☐ TECHNICAL AMENDMENT

Applicant:	Phone:	Date:
Name of Project/Case:	Parcel ID No. (AIN No.)	
Pre-Submittal Case Number: Pre-Submittal Meeting Date:	Related Case Numbers:	Building Permit Number:

☐ **Letter of Intent** explaining the request and all Planning and Engineering impacts.

☐ **Pre-Submittal Notes** and/or the signed **Approved Waiver Request Form from our staff**

STAFF RECOMMENDATION:

PLANNER SIGNATURE: _____ DATE _____ ☐APPROVAL ☐DENIAL
COMMENTS:

PLANNING MANAGER SIGNATURE: _____ DATE _____ ☐APPROVAL ☐DENIAL
COMMENTS:

ENGINEER SIGNATURE: _____ DATE _____ ☐APPROVAL ☐DENIAL
COMMENTS:
Need Engineer Case File? ☐ YES ☐ NO
Does Amendment require GESC? ☐ YES ☐ NO
Does the Amendment require a Drainage Letter of Conformance? ☐ YES ☐ NO

ENGINEERING DIV. MGR. SIGNATURE: _____ DATE _____ ☐APPROVAL ☐DENIAL
COMMENTS:

PLANNING DIV. MGR. SIGNATURE: _____ DATE _____ ☐APPROVAL ☐DENIAL
COMMENTS:

Submit via Email