



Avon Community Development Department  
100 Mikaela Way  
PO Box 975  
Avon, Colorado 81620  
www.avon.org

## COMPREHENSIVE PLAN AMENDMENT SUBMITTAL CHECKLIST

- Land Development Application completed and signed by applicant and propertyowner.
- Fees - All applicable filing fees.
- Executed Agreement to Pay form
- Affidavit of Property Owner's List
- Public Notices
- Certification of Title and Title Report including Schedules A&B
- Written Statement briefly describing the proposed amendment.
- Authorized Representative Form if applicant is not the property-owner.
- Written Description of Plan Amendment being requested,
  - Specific reasons for change
  - Response to mandatory review criteria §7.16.030(c)
- Redline strikethrough of pertinent Plan text and/or Maps
- Additional materials deemed necessary by Staff to determine the impact of the proposed modification will have on the health, safety and welfare of the Town