

# COMPREHENSIVE PLAN AMENDMENT REVIEW SUBMISSION REQUIREMENTS

Municipality \_\_\_\_\_

Date of submission to State \_\_\_\_\_

## The following material must be included:

1. A signed copy of this form.
2. One electronic copy and three paper copies of the complete municipally approved Comprehensive Plan Amendment.
3. A copy of the minutes of the Planning Board/Commission adoption of the Amendment.
4. A copy of the minutes of the City/Town Council's adoption of the Amendment.

## Certification of Public Participation Process

I hereby certify that the City/Town of \_\_\_\_\_ has complied with Section 45-22.2-8 of the Comprehensive Planning and Land Use Regulation Act that requires 1) the solicitation of public input into the formulation of a Comprehensive Plan or Amendment and, 2) that prior to the adoption of the Plan or Amendment, the Planning Board (or Committee or Commission) and the City/Town Council conducted public hearings.

This community actively solicited public input into the formulation of this Comprehensive Plan Amendment by means of (check all that apply)

- citizens advisory committee
- public meetings and workshops
- public survey
- meetings with civic or other organizations

This community has conducted \_\_\_\_ public hearings prior to the adoption of the Amendment.

Amendment Title \_\_\_\_\_

Summary Description \_\_\_\_\_

**Plan Element(s) Affected** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Specific Location if Applicable (*Attach Map*)** \_\_\_\_\_

\_\_\_\_\_

**Changes to Goals, Policies, or Implementation Actions** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Printed Name of Authorized Municipal Official: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_