

**Application for a Comprehensive Plan Amendment
Williams County, ND Planning and Zoning**



Fee: _____

Please Read: Amendments to the Comprehensive Plan may be minor or major. A Pre-Application Meeting must be scheduled and performed to determine whether an applicant is pursuing a minor amendment or a major amendment. Please refer to pages 21-25 of the Comprehensive Plan for detailed amendment requirements.

Date _____

Name of Applicant _____ Phone _____

1. Description of Comprehensive Plan Amendment:

2. Element(s) of Comprehensive Plan to be amended (please include page numbers):

3. Was the amendment determined to be minor or major by Planning Staff:

4. Please include the following Submittal Requirements:

- Cover letter with a narrative describing the purpose of the proposed amendment
- Legal description or a copy of the deed of the real property to be affected by such change
- Copy of the County Assessor's Map identifying subject property and all adjacent properties within 200'
- Location map locating the parcel in the county
- Payment of all applicable fees
- A copy of the completed Pre-Application Meeting form and any required attachments

Signature of Applicant _____ Date _____

**In addition to hardcopy submissions to the Planning and Zoning Department, please submit this form and all necessary attachments via email to:

planning@co.williams.nd.us