



City of Caldwell
 Planning and Zoning Department
Subdivision Name Change Request

INSTRUCTIONS:

Once a subdivision name change request is granted, the applicant will be responsible for providing any necessary copies of plats and/or construction drawings as deemed necessary by the City.

All subdivisions shall be known and referred to by this name, in its complete form, in all permanent signage located on or near the location of the subdivision and in all deeds and legal documents. This requirement shall continue through the development of each phase of the subdivision and shall survive completion of the subdivision. Owners and developers acting in violation of this requirement shall subject to the administrative citation process outlined in Section 10-03-13 of Caldwell City Code. No alternative, abbreviated, or incomplete subdivision names, other than the complete name identified in the recorded final plat, shall be recognized by the city.

REQUEST TYPE: <i>(Check all that apply)</i>	SUBMITTAL CHECKLIST REQUIREMENTS:
<input type="checkbox"/> Subdivision Name Change Request	<input type="checkbox"/> Submit a copy of the preliminary plat showing the new subdivision name on the title, and list the request as a revision within the revision/corrections box on the plans.

APPLICANT INFORMATION

Applicant Name:	Phone:
Applicant Address:	Email:
City:	State: Zip:

AUTHORIZED AGENT or REPRESENTATIVE *(If different from applicant)*

Company Name:	
Contact Name	Phone:
Company Address:	Contact Email:
City:	State: Zip:

SUBJECT PROPERTY INFORMATION

Subject Property Addresses:	
Parcel Number (s):	



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CHANGE REQUEST INFORMATION

This section is for subdivision or street name changes ONLY.

Previously Approved Subdivision Name:	
Proposed Subdivision Name Change:	

I, the undersigned, acknowledge that:

1. All subdivisions shall be known and referred to by this name, in its complete form, in all permanent signage located on or near the location of the subdivision and in all deeds and legal documents.
2. This requirement shall continue through the development of each phase of the subdivision and shall survive completion of the subdivision.
3. Owners and developers acting in violation of this requirement shall subject to the administrative citation process outlined in Section 10-03-13 of Caldwell City Code.
4. No alternative, abbreviated, or incomplete subdivision names, other than the complete name identified in the recorded final plat, shall be recognized by the city.

Applicant's Name (Please Print Name)

Date

Applicant's Signature

OFFICE USE ONLY

Mapping Review:

Approved Approved w/ modifications (see comments below) Denied

Mapping Comments: _____

Approval/Denial by: _____

Reviewer (Print Name)

Date