



# Customer Information

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809 N. Broadway, 2<sup>nd</sup> Floor/Milwaukee, WI 53202

[city.milwaukee.gov/PlanningPermits](http://city.milwaukee.gov/PlanningPermits)

## Minor Modification to detailed planned development

Approved detailed plans may be modified, subject to approval by Common Council resolution, provided that such minor modification will not cause:

1. A change in the general character of the planned development.
2. Substantial relocation of principal and accessory structures.
3. Substantial relocation or reduction of parking, loading and recreation areas.
4. Substantial relocation of traffic facilities.
5. An increase in land coverage by buildings and parking areas.
6. An increase in the gross floor area of the buildings.
7. A reduction in the amount of approved open spaces, landscaping or screening.

The minor modification to detailed planned development application must be submitted, detailing the request of the modification. The application must be accompanied by the affidavit, application fee, and attachments indicating the modification request.

If the proposed change does not meet all of the minor modification criteria, an amendment to the planned development must be approved. **Please follow procedures for a zoning change and planned development submittal requirements.**

Approval process for a minor modification is approximately 1 month. Please call 414-286-5726 with any questions.

### Submittal requirements:

1. Narrative describing the scope of the proposed modification.
2. Site plan showing location of proposed modification, if applicable.
3. Elevations showing proposed modification, if applicable.

Please submit 5 copies of the narrative and drawings, along with a .pdf of each document.

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### Quick Facts

Approval: City Plan Commission, ZND Committee, full Common Council

Fees: \$500

Processing time: About 1 month

For more information:

(414) 286-5726

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