

TOWN OF SOUTH WINDSOR  
STAFF SITE CHANGE  
FOR SITE & SUBDIVISION

GENERAL:

CHANGE ORDER CONTACT PERSON \_\_\_\_\_ Phone No. \_\_\_\_\_

Address \_\_\_\_\_

Site Name \_\_\_\_\_ P&Z No. \_\_\_\_\_

Owner \_\_\_\_\_ Phone No. \_\_\_\_\_

Contractor \_\_\_\_\_

Signature of Owner \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Design Engr. \_\_\_\_\_ Date: \_\_\_\_\_

CHANGE: (Describe location and nature of change. Include  
Four (4) copies of plan/profile of Change.)

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Reason for Change: (Why is change required)

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APPROVALS: (As Required)

Dir. Of Planning \_\_\_\_\_ Date: \_\_\_\_\_

Town Engineer \_\_\_\_\_ Date: \_\_\_\_\_

Dir. of Public Works \_\_\_\_\_ Date: \_\_\_\_\_

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

STAFF COMMENTS:

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White - Town Engineer                      Yellow - Applicant  
Pink - Director of Planning              Goldenrod - Engineering Department