



Metropolitan Nashville Planning Department

Metro Office Building
 800 Second Avenue South, 2nd floor
 Nashville, TN 37210
 P.O. Box 196300
 Nashville, TN 37219-6300

Voice: 615.862.7190
 Fax: 615.862.7130
 E-mail: planningstaff@nashville.gov
www.nashville.gov/mpc

Urban Design Overlay (U.D.O.) - Modification

Please complete this application for a modification request in an Urban Design Overlay (UDO). A letter of purpose; submittal of relevant site, building and/or signage plans, and other necessary documentation are also required upon submission of this application to the Planning Commission.

U.D.O Name: _____ Project Name: _____

Property address _____

Map: _____ Parcel Number: _____

Permit Application Number: _____ Date Submitted: _____

Fee: \$1,400.00

APPLICANT

Architect/Engineer/Consultant Optionee Property Owner Purchaser of property Leasee Other

UDO Ownership: Affected property owner(s) shall sign the application for any UDO Modification. Failure to provide this information will deem your application **incomplete** and postpone your application's consideration.

Applicant's Name: _____ Property Owner's Name: _____

Company Name: _____ Company Name: _____

Address: _____ Address: _____

E-mail: _____ E-mail: _____

Phone: _____ Fax: _____ Phone: _____ Fax: _____

Applicant's Signature: _____ Property Owner's Signature: _____

UDO Modification Proposal shall include:

1	A letter of purpose indicating the reason for the modification. Identify how the proposed modification complies with the intent of the UDO.	
2	Relevant site plans, building elevations, landscape and signage plans associated with the proposed modification	
3	Signage applications shall include plans and/or elevations depicting all existing and proposed signs, not just for those for which the modification is being sought.	
4	Proposals shall include all relevant information needed to determine zoning compliance including site and building dimensions, materials and lighting sources.	
5	Scale: All proposal drawings submitted must be to scale and labeled with dimensions.	

UDO CHECKLIST: what to submit for the Modification

1	Complete the UDO modification application form.	
2	Proposal submission; digital copy and ten (10) hard copies	