



**FINAL DEVELOPMENT
PLAN APPLICATION - MINOR**

448 East First Street, Suite 112

Salida, CO 81201

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An application is meant to highlight the requirements and procedures of the Land Use Code. With any development application, it is the responsibility of the applicant to read, understand, and follow all of the provisions of the Land Use Code.

1. PROCEDURE (Section 16-13-80)

A. Development Process (City Code Section 16-13-140)

1. Pre-Application Conference
2. Submit Application
4. Staff Review. Forward Report to Applicant and Commission (if required)
5. Public Notice
6. Hearing Conducted by Commission and Action Taken (if Commission review required)
7. Public Notice
8. Hearing Conducted by Council and Action Taken

B. Application Contents (City Code Section (16-13-140))

1. Final Development Plan. The Final Development Plan shall include all of the information required in the Overall Development Plan in its finalized, detailed form plus any additional items included below or required during Overall Development Plan review.
2. Written Documents. The applicant shall provide **five (5)** copies of the following written information:
 - a. A final development schedule indicating the approximate date(s) when construction of the Planned Development or phases of said Development can be expected to begin and to be completed.
 - b. A description of the proposed open space to be provided at each stage of development; an explanation of how said open space shall be coordinated with surrounding developments; total amount of open space (including a separate figure for usable amount of open space); a statement explaining anticipated legal treatment of ownership and maintenance of common open space areas and the amounts and location of dedicated public open space.
 - c. Copies of proposed final covenants, declarations, architectural design standards, grant of easements or other restrictions to be imposed upon the use of the land, including common open spaces, buildings and other structures within the development.
 - d. Physiographic and environmental studies of the proposed site(s) prepared and attested to by qualified professional authorities in the following fields: soil quality, slope and topography, geology, water rights and availability, ground water conditions, and impact on wildlife.
 - e. Any required dedication documentation and/or improvement agreements and bonds.
 - f. An updated title insurance commitment.
 - g. Any new items or studies not submitted with the Overall Planned Development Plan.
 - h. Quantitative data for the following: final number of dwelling units, number of bedrooms in multi-family residential units, final figures for previously agreed upon design or development standards any other negotiated items and footprint sizes of all proposed buildings except detached and attached residential units that are less than three units.

- i. A statement that integrates pertinent elements of any pre-annexation and development agreements, and contracts previously negotiated with the City.
 - j. A detailed study of the traffic impact of the Planned Development on the City and regional street system.
 - k. Any written documents associated with providing utility service and the number of sewer and water equivalent units required.
 - l. Approved access permit from Colorado Department of Transportation, if applicable.
- 3. Graphic documents. The applicant shall submit **five (5)** copies of the finalized site plan graphics which shall include the following information: Any plan maps that have been revised since the Overall Planned Development Plan approval.
- a. A landscape plan indicating the treatment and materials used for parking lots, public and common open spaces, and a revegetation plan showing treatment of disturbed areas.
 - b. Information on land areas adjacent to the proposed Planned Development to indicate integration of circulation systems, public facilities and utility systems and open space.
 - c. The planned pedestrian trail, bicycle and vehicular circulation system including their interrelationships with the vehicular parking and unloading system, indicating proposed detailed treatments of points of conflict.
 - d. An explanation of the pricing of the housing types being proposed and what percentage of the area median income is targeted.
 - e. A soil erosion and prevention plan.
 - f. The proposed treatment of the perimeter of the subject area including materials and techniques used such as screens, fences, walls and landscape plan.
 - g. A detailed engineered drainage plan indicating general on-site and required off-site facilities and proposed treatment and abatement of run-off drainage.
 - h. Preliminary or final subdivision plats required and prepared as per the requirements of the Salida Subdivision Regulations.
 - i. Preliminary or final engineering plans for public roads within the development, points of access and designs for intersections with and modifications of existing public rights-of-way and designs for any off-site road improvements to connect the Planned Development to the existing street system. Final plans for private roads are to be included for any portions of the site undergoing final review.
 - j. A site map(s) that depicts the development phases thereof, sites and building footprint sizes and locations outlined in the development schedule.
 - k. Engineering schematic plans that depict general line sizes and proposed points of connection to existing utility systems, both on and off site; final engineered plans and specifications will be required by the respective utility districts at their discretion.
 - l. A detailed lighting plan depicting on-site street light location, height and fixture type, with supplemental specifications.
 - m. Such additional information as may be required by the Planning Commission or City Council necessary to evaluate the character and impact of the proposed Planned Development.

- ❑ 4. Application Fees. \$1,200 cash or check made out to City of Salida. (\$400.00 application fee + \$800 deposit for outside professional services)
- ❑ 5. Special Fee and Cost Reimbursement Agreement completed.
- ❑ 6. Public Notice.
 - a) List. A list shall be submitted by the applicant to the city of adjoining property owners' names and addresses. A property owner is considered adjoining if it is within 175 feet of the subject property regardless of public ways. The list shall be created using the current Chaffee County tax records.
 - b) Postage Paid Envelopes. Each name on the list shall be required on **two** postage-paid envelopes for up to one (1) ounce of postage. Public Notice is required at two separate hearings. Return address shall be: City of Salida, 448 E. First Street, Suite 112, Salida, CO 81201.

After staff review, twenty updated copies are required of all application materials unless requirement waived by staff.

2. Review Criteria (Section 16-13-140(a)(7))

Review Criteria used by Planning Commission and the City Council. The Final Development Plan must be in conformance with the Overall Development Plan as approved or amended. Should any unapproved modifications to the Overall Development Plan be presented for review at this Final Development Plan stage, then these changes must be approved before the Final Development Plan can be approved as a whole. Should this be the case, these modifications may not involve one or more of the following unless formal public hearings are conducted on each change:

- a. Violation of any provision of this Ordinance;
- b. Varying the original lot area requirement by more than ten (10) percent;
- c. A reduction of the original areas reserved for the open space;
- d. Increasing the original floor areas proposed for nonresidential use by more than ten (10) percent;
- e. Increasing the original total ground area covered by buildings;
- f. Increasing the original density;
- g. Any other items where changes amount to greater than ten (10) percent of originally negotiated amounts.