



PUD MAJOR AMENDMENT CHECKLIST

An application for PUD MAJOR AMENDMENT shall be accompanied by the following information, unless one or more items are specifically waived in writing by the Planning Director:

PROJECT NAME:

APPLICATION REQUIREMENTS	Applicant	Staff	N/a
Development Review Application form. <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Application fee. <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Proof of legal ownership in the form of a current title policy. <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Project narrative or Letter of Interest including: <ul style="list-style-type: none"> • statement of purpose/intent • analysis of conformance with Comprehensive Plan • description of how the application meets the PUD Major Amendment review and approval criteria of Section 18.03.450 D of this title. <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A letter of representation, signed and notarized by the property owner(s), for any applicant that is not a property owner. <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A site plan prepared in accordance with following criteria: <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A vicinity map indicating the location and street address (if applicable) of the property. <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The location of property lines and any existing or proposed easements and rights-of way. <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The location of existing and proposed streets, including names, widths, location of centerlines and acceleration/deceleration lanes. <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The location of existing and proposed buildings, utilities and other improvements on the property. A building envelope may be shown for proposed buildings. Show building setbacks from property lines. <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The direction of traffic flows and locations of entries and exits of parking lots. <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The location and number of parking spaces for off-street parking and loading areas. <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The location of service and refuse collection areas. <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The location of all signs indicating the type, size and height of each sign-- in accordance with Section 18.06.230 of this title <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Town of Monument
645 Beacon Lite Road
Monument, CO 80132-0325
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The area and location of open space and recreation areas. <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A final lighting plan, including the location and type of exterior outdoor lighting, with photometrics and cut sheets. <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The location of existing and proposed fences, landscaping features and other methods of visual screening. <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The location of any significant environmental conditions or hazards; e.g., a 100-year floodplain. <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Site data: total area; lot coverage by structures and paving; gross floor area; number of residential units and density. <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PUD Major Amendment Signature Blocks <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Plan detail sheets (street cross-sections, trash enclosures, fence/retaining wall elevations, etc.) <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A chart or charts describing proposed land uses, percent of total acreage for each use, gross residential density, maximum number of dwelling units, and maximum nonresidential square footage or FAR (floor area ratio), as applicable. Include specifications for minimum lot area, minimum setbacks, maximum building height, maximum lot coverage and any other proposed bulk and area standards. Include areas devoted to open space and/or public land dedication and streets. <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A list of any proposed modifications to any of the development standards within Chapter 5 of this title. <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A list of any proposed use definitions that are in addition to those found in Chapter 7 of this title. <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Design Guidelines that include: Intent Statement, General Design Concept, Authority and Objectives, Architectural Design Guidelines, Exterior Finishes and Materials, Landscape Guidelines, and Signage Criteria <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Building elevation drawings, to include all four sides, and specify all color, and materials, and identify functions of all exterior architectural features, including exterior wall mounted lighting. <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Floor plans with use areas and square footage (for non-residential or multi-family uses or buildings). <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A preliminary/final landscape plan, irrigation plan and plant schedule in accordance with the Monument Landscape Guidelines <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A preliminary/final drainage study, drainage/grading plan and erosion control plan. <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A preliminary/final utility plan.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<i>Comments:</i>			
A preliminary/traffic control plan and final traffic impact analysis or updated traffic letter signed by a Traffic Engineer. <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A preliminary/final lighting plan, including the location and type of exterior outdoor lighting, with photometrics and cut sheets <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A geotechnical report. <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A wildlife impact report. <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A wildfire mitigation plan and/or Gambel Oak and tree preservation plan (if in a forest/wooded area). <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A noise study for residential developments proposed adjacent to I-25, the railroads, and for other projects that are expected to generate high sound levels or for residential projects that are expected to be significantly impacted by noise. <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Descriptions of Operations and Period of Operation. Daily starting time and closing time, length of total operating season and length of peak operating season. Required for uses that generate significant truck traffic and/or include outdoor operations with significant activity, noise, odors, dust, or other activities that could be a nuisance to neighbors. <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HOA or merchant association documents, if needed to hold and maintain common property. <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A Master Sign Plan prepared in accordance with Section 18.06.230 of this title. <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Any other reports and information deemed necessary by Town Staff at the pre-application meeting. <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Copies of the submittal materials in a format and quantity as specified by Town Staff. <i>Comments:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

APPLICANT INFORMATION

Date:	Completed by:	
Phone Number	Email Address:	
Notes:		

TO BE COMPLETED BY STAFF

Date:	Reviewed by:	
Completeness Review:	Complete: <input type="checkbox"/>	Incomplete: <input type="checkbox"/> Conditional Complete: <input type="checkbox"/>
Notes:		

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