

# **PRELIMINARY DEVELOPMENT PLAN**

**Community Development Department  
8101 Ralston Road  
Arvada, Colorado 80002**

# PRELIMINARY DEVELOPMENT PLAN (PDP)

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## **Preliminary Development Plan & Rezoning**

A Preliminary Development Plan (PDP) is processed and approved concurrently with a rezoning to a PUD zoning district, unless an Overall Development Plan (ODP) and rezoning was previously approved. A PDP must cover all of the land area to be included in the PUD, or an identified phase of a PUD. The type and total amount of development to occur within the PUD (number of dwelling units and nonresidential floor area), as well as the proposed plan for pedestrian and vehicular circulation within and leading to the PUD must be specified.

For PUD developments that will require subdivision, the applicant shall also submit a Preliminary Subdivision Plat application for simultaneous processing with the PDP and Rezoning application.

Applicants shall attend a Pre-Submittal Conference before submitting a PDP for review. A neighborhood meeting is also required. A PDP package shall include information prepared by qualified professionals with experience in land use, transportation, utility planning and engineering. The PDP shall be drawn to scale not smaller than 200 feet to the inch on a sheet of 24" x 36". The following is a list of information that is required as part of the PDP submittal.

- a. The plan shall show street system, lot lines and lot design with appropriate dimensions. Any existing physical features on the property shall also be shown.
- b. The plan shall show the title or name of the proposed development and the name, address and telephone numbers of the owners, developers, Registered Land Surveyor and Engineer.
- c. The date, north arrow and scale shall be shown on the plat. A vicinity map shall also be shown at a scale no less than 1200' to an inch.
- d. The plan shall show the names of all adjoining subdivisions with lines abutting lots, the owner's names and addresses and departing property lines of adjoining unsubdivided property of one (1) acre or more, and the locations, names and widths of existing streets, alleys and similar facts regarding property which is immediately adjacent.
- e. Show all areas proposed to be conveyed, dedicated, or reserved for parks, parkways, playgrounds, school sites, public buildings and similar public and semi-public areas.
- f. A plot plan indicating each building site and common open area, showing the location of all buildings, structures, improvements, landscaping, access and parking must be submitted with the PDP (except for single-family detached dwellings on lots over 5,000 square feet in area). Plot plans for all structures with two or more floors, except one and two family dwellings, shall show final ground elevations within 10 feet of the buildings and finished floor elevations to the lowest level. Typical plot plans may be submitted in lieu of one for each site for

any single-family or duplex development, or for any development on lots, which measure less than 5,000 square feet in area.

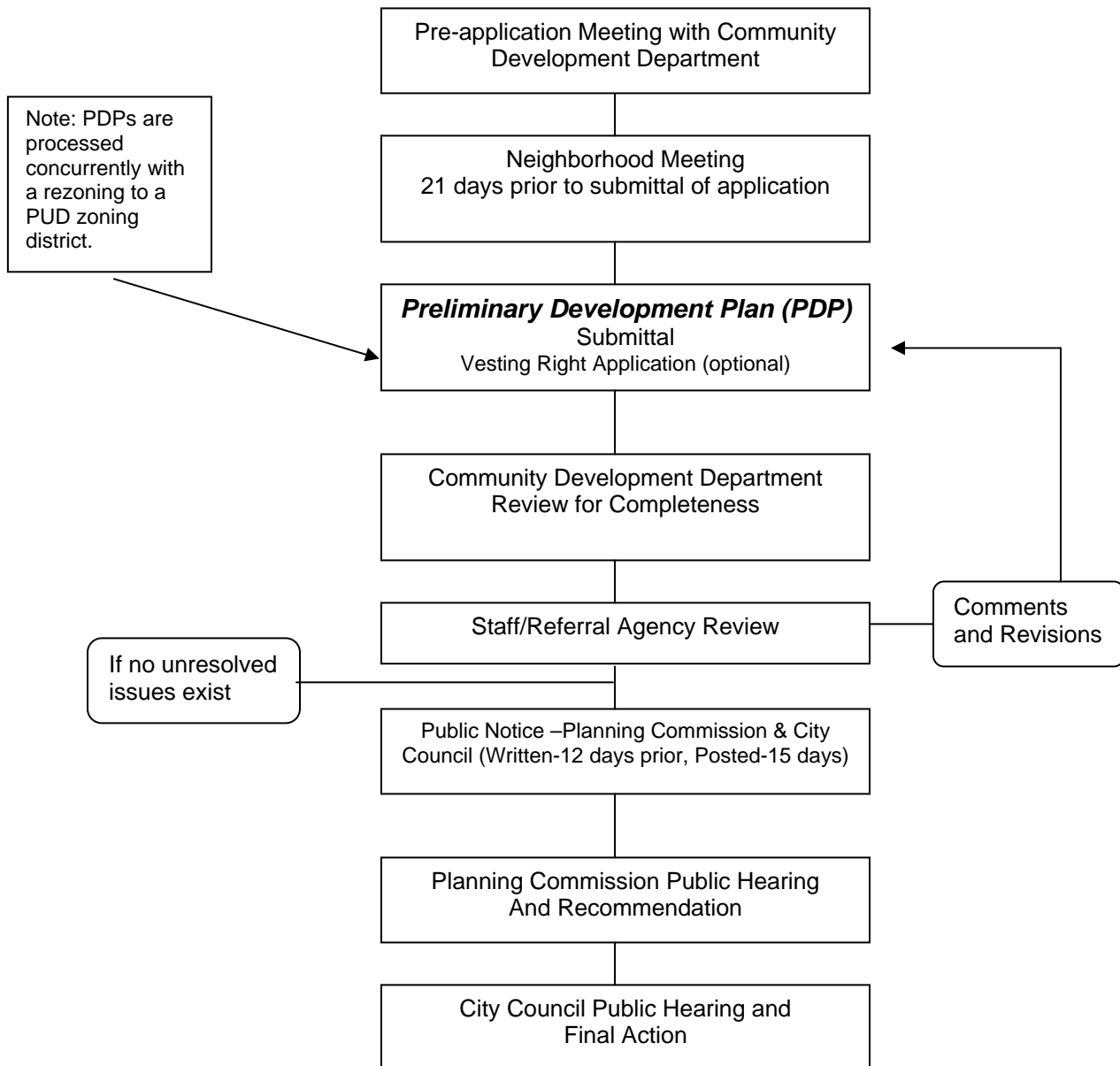
- g. Elevations must be submitted for all four sides of all proposed structures and improvements, except single-family detached on lots over 5,000 square feet in area. Said plans shall include, with written explanation, the type and style of wall finish, type of shingles, stairs, and architectural appendages and other design features of the structure. Plans for all structures with two or more floors, except single-family and duplex units, shall show the floor elevations in relation to the adjacent grade.
- h. The existing and proposed utility and drainage easement.
- i. The development schedule including the following:
  - 1. The approximate date on which construction of the development can be expected to begin.
  - 2. The stages in which the project will be built and the approximate date when construction of each project can be expected to begin.
  - 3. The anticipated rate of development.
  - 4. The approximate completion date of each stage of development.
  - 5. The area and location of all common open space that will be provided at each stage.
- j. Indicate 100 year flood plain and contours.
- k. Adjacent zoning and ownership.
- l. All agreements, provisions or covenants which govern the use, maintenance and continued protection of the PUD and any of its common areas shall be submitted with the application.
- m. The applicant shall submit a drainage plan indicating the location and size of any drainage structures, and the direction of flow, the areas drained by such structures calculations, discharge rates, approximate pipe sizes, detention volumes, flood plain limits, and any other information which in the opinion of the City Engineer is necessary to determine the drainage.
- n. A preliminary landscaping and tree planting plan.
- o. If the Planning or Traffic Department's believe that the PUD creates special problem of traffic or parking, they may require the following additional information:
  - 1. An off-street parking and loading plan.
  - 2. A circulation drawing indicating that the proposed movement of vehicles, goods, and pedestrians within the PUD to and from existing thoroughfares.

3. Traffic study.
- p. Engineering studies that may be required such as utility, soils, wetlands, etc.
  - q. A letter from the appropriate recreation district stating that the PUD is in that district for tax purposes.
  - r. If no outline development plan was submitted, a written statement containing the following must be submitted along with application:
    1. An explanation of the character of the PUD and the manner in which it has been planned to utilize the advantages of a PUD.
    2. A statement of proposed financing.
    3. A statement of the present ownership of all the land included in the PUD.
    4. The general indication of the expected schedule of development.
  - s. A visitability phasing plan showing the applicant's intent to meet visitable home requirements for all dwelling unit categories within the development as defined in the Arvada City Code (Chapter 18, Article XIV, Visitability)

Application fees must accompany the PDP submittal. The fees are based on the current adopted Schedule of Fees. Applications that are late, incomplete, or inaccurate will not be accepted by the Community Development Department.

Note: A listing of the applicable sections of the Land Development Code is provided for your review. Please refer to these sections for more details: *Section 3.7 Planned Unit Development, Section 3.1.6 Neighborhood Meetings, and Section 3.3 General Notice & Public Hearing Requirements.*

# PRELIMINARY DEVELOPMENT PLAN (PDP)



**CITY OF ARVADA  
PUD FINAL DEVELOPMENT PLAN (FDP)  
APPLICATION CHECKLIST**

The checklist below is intended to summarize the requirements of Article 3 of the Land Development Code. Please refer to the Code for specific details. Please note that the City's referral policy requires you to provide us with *pre-packaged referral packets* as part of your submittal. Prior to officially submitting an application, the Project Planner assigned will prepare a checklist identifying what information is to be provided to each agency. All required materials must be included along with a complete form in order for an application to be processed.

**Application Items:**

- A. Application Form and Processing Fees
- B. Legal Description, Current Proof of Ownership, Title Commitment and Covenants
- C. Project Narrative -include general concept, character statement, proposed development timing, phasing, and specific details of the proposed project
- D. Statistical Fact Sheet
- E. Water Rights Questionnaire
- F. Adjacent Property Owner List
- G. Vested Rights Application (if applicable)
- H. Legal description on disk (Word 6.0)
- I. Reports and Studies - For further detail and clarification refer to the City Land Development Code. (Note: Additional studies may also be required.)
  - 1. Architectural Elevations
  - 2. Zoning and Land Use Table, specific list of permitted activities/use under each land use category. Minimum setback and maximum height restrictions for each use category, minimum and maximum percent of building coverage.
  - 3. Location and size of:
    - a. proposed public land dedication
    - b. private recreation areas
    - c. school sites
    - d. drainage ways and storm water detention facilities
    - e. private open space
  - 4. Preliminary Utility Plan –existing and proposed
  - 5. Erosion Control Plan
  - 6. Preliminary Drainage Plan
  - 7. Preliminary Landscape Plan
  - 8. Traffic Impact Report
  - 9. Soils/Geotechnical Study
  - 10. Preliminary Development Plan Map

### ***Review Process Information***

- A. A Neighborhood Meeting will be required before submittal of a formal application is made unless waived by the Community Development Director. You must coordinate the scheduling of this meeting with the Community Development Department. Notification letters must be awnr our 12 days before the meeting date.
- B. Revised submittals after initial review. Depending on the nature of the proposed project, one or more sets of revised plans may be required during the review period.
- C. Public Notice Items (Required written notice at least 12 days prior to and posted notice at least 15 days prior to the Planning Commission and City Council). At public hearing, please provide material board, color land plans and any other presentation materials you may wish to present.