



PUD FINAL PLAT APPLICATION

(Revised 3/1/2017)

Lana Gallegos, AICP, Senior Planner 970-524-1729
Cindy Schwartz, Assistant Planner 970-524-1750

DATE APPLICATION SUBMITTED: _____

NAME OF SUBDIVISION: Stratton Flats PUD - Spring Creek Village

NAME OF OWNER: Stratton Flats Homes LLC PHONE: 303-371-9000

MAILING ADDRESS: 100 Saint Paul Street Suite 300

CITY: Denver STATE: CO ZIP: 80206

EMAIL ADDRESS: c/o tambi@landplanco.com

FINAL PLAN FEE: \$500 PLUS \$10/UNIT

DEPOSIT:

- Residential \$3,000
- Commercial/Industrial/Mixed Use \$5,000

PAID: \$ _____ CHECK #: _____ CC: _____ DATE: _____

Payment of fees:

1. Town Manager, or their authorized designee, has authority to increase or decrease the deposit amount required according to project complexity and estimated costs required for outside services, including but not limited to, general counsel and water attorney fees, engineering fees, plat check fees, recording fees, and publication fees.
2. Deposits may be required to be increased prior to proceeding with processing of application if it is determined costs will exceed said deposit.
3. All fees incurred above deposit amounts are still the responsibility of the applicant as required by the Gypsum Municipal Code even if approval is denied or application is withdrawn.
4. Permit fees cover town planning staff review time and all Planning Commission and Town Council hearings.

5. Deposit covers items, including but not limited to, town engineer review times, outside engineer review times, general counsel and water attorney fees, publication notices, postage/ mailing notices, plat check fees, updates to GIS system, and updates to the town zoning map.
6. Any outstanding fees due to the Town must be paid before any additional land use applications will be accepted.
7. Combined submissions, such as annexation and sketch plans, or preliminary and final, shall be accompanied by a combined fee. (Ord. 2010-23)

ITEMS TO BE INCLUDED, BUT NOT LIMITED TO, ARE:

Application and materials are to be submitted no later than 60 days prior to the scheduled Planning Commission meeting. All items in sketch and preliminary plan must be addressed at Final Plat. Once Final Plat approval is given, all improvements must be completed within two years. In addition, the following must be completed:

Please ***initial*** that the items have been submitted and/or acknowledged.

_____ Presentation to Planning Commission and Town Council must be done in Power Point format. Paper copy of presentation must be presented to the Town Planner for file records.

_____ (1) 24" x 36" Mylar copy and AutoCAD file of Final Plat (reflecting any necessary changes) due one week prior to second reading of scheduled Town Council meeting (It is the responsibility of owner to get all signatures required except Town Staff).

_____ (1) 11" x 17" copy of Final Plat due at application for staff review.

_____ (1) 24" x 36" copy of Final Plat due at application that includes the following:

- Topography, indicated by contour lines at two (2) foot intervals of 7% to 20% slope, or ten (10) foot intervals on land greater than 20% slope, providing the same contour intervals are used throughout
- Roads
- Existing and proposed setbacks and easements
- Potential building envelopes
- Location of grades and driveways
- Wetlands
- Hazardous areas
- Steep slopes
- Utilities and drainage
- Street names
- Width of each right-of-way

- Street address of lots
- Subdivision name
- Graphic scale
- North arrow
- Date of preparation
- Basis bearings
- Legal description of property subdivided and total amount of acreage. Should be part of dedicatory language.
- Complete survey date, including all information necessary to establish all boundaries in the field and a description of all corner monuments found and/or set.
- Subdivision boundary lines, street and other right-of-way lines, easements, lot, parcel, and tract lines, showing in all cases accurate distances, bearings and curve data consisting of radii, central angles, arc lengths and chord information.
- A number or other means to identify each lot, parcel or tract and the area in square feet or acres of each.
- Title format for plats
- Vicinity map-ownership, etc., easy to locate subdivision.

_____ List of the names and addresses of property owners within 300ft of all boundary lines to the proposed subdivision printed on 2 sheets of mailing labels. Please provide the mineral rights owner(s) on the plat.

_____ Tax certificate showing taxes and assessments as being current.

_____ Applicable utility statement showing they can serve the area.

_____ (1) Letter of Credit Cost Estimate information.

_____ A current title report from a licensed Colorado title company shall be provided showing the names of all surface owners, lien holders, mineral owners and lessees of mineral rights in the platted area as they appear upon records in the County Clerk and Recorders office.

_____ Restrictions and or covenants

_____ Landscaping plan

_____ Water Dedication Application (If determined by town staff.)

_____ Wildfire control plan – if applicable

_____ Erosion control plan – if applicable

_____ Storm Water Management plan

_____ Dust Control plan covering watering operations (types and number of vehicles), watering plans, sources of water supply, re-vegetation plans, shut down procedures during high winds, etc....

_____ Geological hazard plan – if applicable

_____ Soils Report

_____ **All information has been provided electronically on (PDF).**

****NOTE: Applicant understands that any necessary agreements, letters of credit, Mylar plat map, etc.... must be completed and signed by all parties other than town officials prior to Town Council meeting for Final approval. If this is not completed, meeting will be re-scheduled to next regular meeting.**

Other items may be required as necessary in order to process this application.

I have read the application form for Final Plat submittal and understand it is my responsibility to provide the proper officials with the information as outlined in this application. I also understand it is my responsibility to attend or have someone represent this project at the Planning Commission and Town Council meetings.

Upon satisfactory completion of this Application, the Town Council will consider your request at a public hearing. The Town reserves the right to approve or deny the Application based on its discretion.



Signature (Must be signed by property owner or include written authorization that other representative may submit this application)
Jeffrey M. Spanel, P.E.

Print Name

10/6/17

Date

TOWN OF GYPSUM, SUBDIVISION SUMMARY FORM

Please fill in below information

Land Use	Number Of Lots In This Use	Total Number Of Dwelling Units	Average Lot Size & Size Range	Percent of Total Subdivision
Single Family Lot				
Duplex Lot				
Apartment Lot				
Condominium Lot				
Mobile Home Lot				
Commercial Lot				
Industrial Lot				

Other Lot (Specify)				
School Land				
Recreation Area				
Common Area				
Street Right-Of-Way				
Other (Specify)				
Total Subdivision				

POSTING NOTICE

17.70.010 Notice Requirements

Certain subdivision actions require a public hearing, notice of which shall be given in the manner and within the times set forth in the following Notice Requirements.

Type of Action	Hearing Requirement	Notice in Newspaper	Service or Mailing	Posting
Final Plat	Planning Commission & Town Council	10 days	10 days	10 days
Minor Plat Amendment	Planning Commission	10 days	10 days	Optional
Major Plat Amendment	Planning Commission & Town Council	10 days	10 days	10 days
Municipal Code: For further detail visit www.townofgypsum.com - Community Development – Municipal Code.				

17.70.020 – Posting

A. Responsibility

Posting of a sign on the property giving notice of any public hearing shall be the responsibility of the applicant. Staff shall advise the applicant in writing within five business days of receipt of the application of this posting requirement and the location and number of signs required for the application. All signs must be prepared by or for the applicant at the applicant's expense. All signs must be posted on the property not less than ten days prior to the scheduled public hearing as set forth in section 17.70.010. The applicant must take a clear and distinct photograph of the sign(s) and submit the photograph(s) to the planning department immediately upon posting the property. No later than noon on Friday prior to the scheduled public hearing, the applicant shall present a certificate of posting in the following form to the planning department.

** A sign may also be purchased from the town for a fee of \$100.

B. Certificate of Posting

See attached **AFFIDAVIT CONCERNING POSTED NOTICE** (*Notarization Required*)

Failure to present the certification of posting and submit the photograph(s) will result in a rescheduling of the public hearing and require a new posting of the property.

C. Sign Specifications

Applicants shall post notice by a sign not less than three feet by four feet in size erected on posts no lower than four feet above natural grade and legible from the nearest dedicated public right-of-way. The title of the sign shall be in letters not less than five inches high. Said sign shall be removed by the applicant within two weeks of the conclusion of the public hearing. *See Section C of the Gypsum Municipal Code 17.70.020.*

FINAL PLAT CHECKLIST (to be completed by Town of Gypsum):

Name of Subdivision _____

Final Plat due 60 days before Planning Commission Meeting

Date turned in: _____

Planning Commission regular meeting date: _____

Town Council Public Hearing Date: _____

Agencies need to respond within 15 days from date of mailing: _____

Distributed to:

Date:

Town Planner _____

Town Manager _____

Planning Commission (7 members) _____

Town Council (7 members) _____

Town Engineer _____

Public Works Director _____

Town Attorney- Bob Cole _____

Town Water Engineer- Tom Zancanella _____

Public Hearing Notice mailed to adjacent land owners
(for Planning Commission Public Hearing)

Date emailed to Reader Board & Eagle Valley Enterprise
(for Planning Commission Public Hearing)

Public Hearing Notice mailed to adjacent land owners
(for Town Council Public Hearing Notice)

Date emailed to Reader Board & Eagle Valley Enterprise
(for Town Council Public Hearing Notice)



AFFIDAVIT CONCERNING POSTED NOTICE

(Revised 3/1/2017)

Applications for: _____

The undersigned, being of lawful age, being first duly sworn upon oath hereby certifies and verifies:

1. That since _____, 20____, the property that is the subject of the applications for _____ (collectively the "**Applications**") filed by _____ (the "**Applicant**") has been continuously posted with notice of the _____, 20____ public hearing before the Gypsum Planning Commission, in accordance with the guidelines set forth in Chapters 17.70 and 18.15 of the Gypsum Municipal Code.
2. The posting has been continuously maintained on the property in its original posting location since _____, 20____ on the _____ (Location) of the property, as depicted on Exhibit A attached hereto.
3. Since _____, 20____, the posting has been continuously inspected by me or under my direction to ensure that the posting has continuously remained in place.
4. Attached hereto are photograph(s) of the posting taken on _____, 20____, reflecting the condition that the posting has been maintained in since its positing.

Date: _____, 20____

STATE OF COLORADO)
) ss.
COUNTY OF EAGLE)

The forgoing Affidavit Concerning Posted Notice was subscribed and sworn to before me on this _____ day of _____, 20____ by _____.

Witness my hand and official seal.

My commission expires: _____

Notary Public