



**Planning Division
Community Development Department
THE CITY AND COUNTY OF BROOMFIELD**

TEXT AMENDMENT (PUD ZONE DISTRICT) FOR PUD PLAN OR SITE DEVELOPMENT PLAN CHECK-LIST

Project Name: _____ **Case No.:** _____

Please note that an application missing any of the items below will be considered incomplete and will not be processed.

Pre-Application Meeting

- Highly recommended with a member of the Planning staff at least two weeks prior to plan submittal.

Executed Forms

- Development Application – Verify Signed by Owner and Notarized
 Certificate of Notice For Owner of Severed Mineral Estates - Verify Box Checked & Notarized

Current Proof of Ownership

- Title Commitment - current within 60 days from date of application

Fee for Processing, Noticing and Recording.

- Check made payable to: The City and County of Broomfield

PUD PLAN TEXT AMENDMENT:

- If 10 acres or less = \$250
 If more than 10 acres = \$650, plus \$10 per additional acre
 Notice and Publication Fee = \$100

SDP PLAN TEXT AMENDMENT:

- If 10 acres or less = \$650
 If more than 10 acres = \$650, plus \$10 per additional acre
 Notice and Publication Fee = \$100

PUD Text Amendment – Minimum / Initial Requirements

(Refer to attachment - Broomfield Municipal Code Chapter 16-16 and 17-38 and consult with Planner)

- Executed Text Amendment - see attached example. The amendment may be revised during the review process. The revised plan will need to be re-executed.
 Accompanying Reference Plan(s) if applicable - 20 sets reduced to 8 1/2" X 11" size sheet
 Legal Description – Provide on disk (Word) if longer than one page

Reports and Studies – The applicant may request that one or more of these reports be waived by the City Engineer. The applicant should submit a request and justification in writing. The justification will be considered as part of the review process.

- Drainage Report – 3 copies
 Utility Report – 3 copies
 Traffic Analysis Report – 3 copies
 Geotechnical Study – 2 copies
 Earthen Cut and Fill Investigation Report – 2 copies

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TEXT AMENDMENT CHECK-LIST (Continued)

The following items may be required - Verify with planner

- Wildlife Assessment and Relocation Study – 2 copies
- Oil and Gas Well Abandonment Report – 2 copies
- Open Lands Tracking Form

Applicant's Signature _____ Date: _____

Refer to Attachment for additional information and requirements regarding public notices, hearings, etc.

APPLICATION COMPLETE

DATE: _____

COMMENTS:

Revised: 11/06 – waldo\planning\forms&templates\check-list-pud plan