

OUTLINE DEVELOPMENT PLAN

Community Development Department
8101 Ralston Road
Arvada, Colorado 80002

June 2004

PLANNED UNIT DEVELOPMENT OUTLINE DEVELOPMENT PLAN

The Planned Unit Development zoning district allows projects of innovative design and layout that would not be permitted under the Land Development Code because of the strict application of each zoning district or general development standards. The PUD District encourages innovative land planning and site design concepts that achieve a high level of environmental sensitivity, energy efficiency, aesthetics, high quality development, and other community goals. The PUD process is designed to provide the developer greater flexibility and creativity when developing a parcel of land. The PUD is an overall unified approach to development rather than the traditional lot-by-lot approach. It is not to be utilized as a means of circumventing the City's adopted land development regulations for routine developments.

There are four steps in the PUD approval process.

- The **PUD Sketch Plan** review is an optional process that allows early, early, informal evaluation of a proposed concept for the PUD zoning district.
- The **PUD Outline Development Plan (ODP) & Rezoning** is an optional step designed to accommodate the needs of applicants proposing large, complex, or multi-phased PUD projects showing general land uses, major circulation and access points. (Note: If more than one land use is proposed i.e., commercial and residential, an ODP is required.)
- The **PUD Preliminary Development Plan (PDP)** must cover all of the land area to be included in the PUD, or phases of the PUD. The PDP must show streets, lots, building envelopes and setback requirements, parking areas, landscaping and specific details proposed.
- The **PUD Final Development Plan (FDP)** is the final stage of planning approval required prior to the issuance of building permits or other permits for improvements or land uses within the PUD District. The FDP must be consistent with the terms of the approved PDP and in final form including construction drawings for public improvements.

PUD Character/Advantages Statement

The applicant must submit a statement describing the PUD character and advantages of the proposed development. The statement shall highlight the proposed project's unique qualities and how the project takes advantage of the PUD process. The statement describing the PUD characteristics and advantages should include, at a minimum, the following information:

1. A description of the “community” of the PUD.
2. A thorough explanation of how the proposed PUD was designed to ensure compatibility with the surrounding land uses.
3. A description of how the proposed development will provide for open space, trails, parks and other recreational needs of the future residents of the area.
4. A detailed description of traffic flow in and around the proposed development. Special attention should be given to primary traffic circulation.
5. Landscaping and other aesthetic features unique to the proposed PUD should be described in the statement.
6. A land use summary describing the varying uses of land in the proposed development. The land use summary should also include approximate acreage or square footage of each of the respective land uses.
7. An approximate schedule of development for the project as well as documentation regarding the proposed means for financing the project.
8. A summary describing any design features unique to the proposed PUD and discussion of the planning concepts used in the creation of the plan for development.

PUD Outline Development Plan & Rezoning

All applications for rezoning to a PUD zone district shall be accompanied by a PUD Outline Development Plan (ODP) or a PUD Preliminary Development Plan (PDP). (Note: If submitting a PDP as part of the Rezoning application, an ODP is an optional step.)

An ODP and Rezoning is designed to accommodate the needs of applicants proposing large, complex, or multi-phased PUD projects for which it is impossible or impractical to prepare all of the detailed materials necessary for the approval of a PDP. It results in City Council approval of both a rezoning to a PUD zone district and a generalized land use plan for the area proposed to be included within the PUD District. All land included in a approved ODP shall be required to obtain approval of a PDP and a Final Development Plan (FDP) before building permits may be issued.

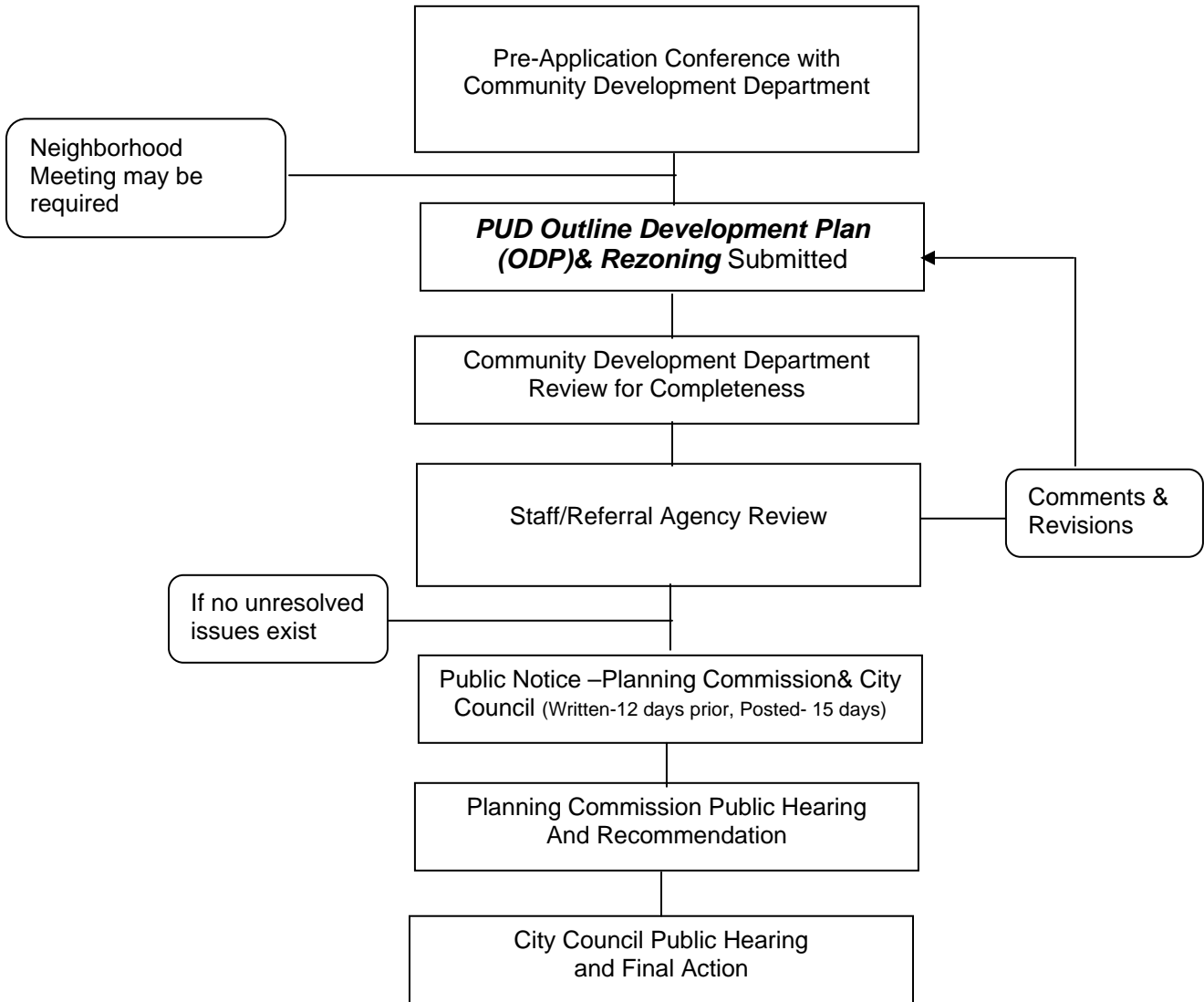
Applicants shall attend a Pre-Submittal Conference before submitting an ODP for review. A neighborhood meeting may also be required.

An ODP package at a minimum shall include the following information prepared by qualified professionals with experience in land use, transportation, and utility planning and engineering:

1. Uses proposed;
2. Intensity or density of used proposed;
3. Location of public and private open space;
4. Location of existing buildings on the site;
5. Road, street, and pedestrian networks proposed; and
6. Existing or proposed utilities and public services for the development.

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 Requirement.

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PLANNED UNIT DEVELOPMENT (PUD) ODP 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. Legal description on disk (Word 6.0)
- H. Reports and Studies – For further detail and clarification, refer to the City Land Development Code. (Note: Additional studies may also be required.)
 - 1. PUD Sketch Plan
 - 2. Outline Development Plan Map
 - 3. PUD Sketch Plan
 - 4. Traffic Impact Report

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. Written notice must be given 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 materials board, color land plans and any other presentation materials you may wish to present.