

Planned Unit Development (PUD), Minor Amendment Checklist



Please read the following checklist and ensure that you have submitted all required items.

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- PUD Minor Amendment Plan: Please upload a PUD Minor Amendment Plan that meets the technical requirements of the City of Brighton.
- Document Name: PUD Minor Amendment Plan

I verify that I have reviewed the City of Brighton's technical requirements for PUD Minor Amendment Plan submittals and that my plans meet said requirements.

A copy of the requirements for the City of Brighton concerning PUD Minor Amendment Plan submittals can be found here:

- PUD Minor Amendment Plan Template Instructions

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- Proof of Ownership: Please upload the title, deed or other legal instrument which provides evidence of the ownership consent. Property reports from County agencies will not be accepted as proof of ownership. The entity listed as the owner of the property should match with the owner's signature on the first page of the application.
- Document Name: Proof of Ownership

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- Legal Description: Please upload a description of land recognized by law, based on surveys, spelling out the exact boundaries of the entire parcel of land. It should so thoroughly identify a parcel of land that it cannot be confused with any other.
- Document Name: Legal Description



PUD Minor Amendment Plan Instructions

General Template

Each sheet in the plan set shall contain the following in the bottom right corner:

1. "PUD Amendment for" Project Name (i.e. PUD Amendment for Widgets, Inc.)
2. An abbreviated legal description
3. The date of preparation
4. The page number (i.e. 1 of X)
5. A scale and a north arrow pointed to the top of the page

Individual Sheet Requirements

The following are requirements for the individual sheets in the plans. Each sheet shall be named according to the title given:

Recording requirements for plats per County

- Adams County = 18" x 24"
- Weld County = 24" x 36"

1. Cover Sheet
 - a. Plan Title
 - i. "PUD Amendment for..."
 - ii. Location – Centered at the top of the page
 - b. Overall Vicinity Map
 - c. Full legal description
 - d. Site data
 - i. Including, but not limited to, total acreage, proposed uses, typical lot sizes, and owner/maintainer of common areas and tracts
 - e. Index of plan sheets
 - i. Location: Right side of page
 - f. Signature blocks (provided by the City)
 - i. Owner, Planning Commission, City Council, Adams County Clerk & Recorder, DRC Stamp
2. ALTA/ASCM Land Title Survey
3. PUD Amendment Sheet X of Y
 - a. Names of abutting, existing subdivisions or "Unplatted"
 - b. Location and description of proposed
 - i. Rights-of-way
 1. Including, but not limited to, streets, alleys, bike lanes, and public trails
 - ii. Water Courses
 - iii. Land Uses
 1. Allowed Uses
 2. Conditional Uses
 - iv. Other important features within and adjacent to the subject area
 - v. Underlying Zoning
 - vi. Bulk and Dimensional Standards
4. Architectural Elevations
 - a. Chart of materials used with percentage of surface covered total and per building face.
 - b. Color and Materials Board (included with hard copies)
5. Landscape Plan



- a. Overall placement of plants along all transportation facilities, tracts, and other public and private areas
 - b. Plant schedule with:
 - i. Quantity
 - ii. Symbol
 - iii. Common/Scientific Name
 - iv. Planting Size
 - v. Mature Height & Width
6. Irrigation Plan
- a. Overall irrigation plan
 - b. Irrigation details
7. Grading and Drainage Plan
- a. Location and description of proposed:
 - i. Water courses
 - ii. 100 year floodplains
 - iii. Topography (at either two (2) foot or five (5) foot intervals)
 - b. Geological stability information may be required by the Community Development Engineer
8. Utility Plan
- a. Existing offsite utilities that will be tied into
 - i. Including, but not limited to, water, wastewater, storm sewer, gas, and electricity
 - b. Proposed, and existing if using, public and private utility systems
 - i. Including, but not limited to, water, wastewater, storm sewer, gas, and electricity

Hard Copy Requirements

1. Two (2) bound sets of the PUD Amendment Set, including the ALTA/ACMS Land Title Survey
2. One (1) Color and Materials Board
3. One (1) copy of the Application (printed from digital submittal)

Delivered to: One Stop, City of Brighton
500 S. 4th Avenue
Brighton, CO 80601