



**Town of Carbondale**  
**P.U.D. Zoning or Major P.U.D. Amendment**  
**Checklist**

(970) 963-2733

**Project Name:**

**Applicant:**

**Applicant Address:**

**Location:**

**Date:**

**Staff Member:**

**Section 2.3 of the UDC requires a pre-application meeting with  
planning staff prior to submittal of a land use application.**

**Per Section 2.3.2.B of the UDC, the Planning Director shall  
determine the form and number of application materials required.**

**Required Attachments**

- Filing Fee - New PUD -\$2200 **and Land Use Application (separate attachment)**  
Modification or Amendment - \$1000 **and Land Use Application (separate attachment)**
  
- a. A statement indicating the ownership of all interest in the property included in the PUD, with the written consent of all owners and evidence of title;
  
- b. A Master Plan indicating the broad concept of the proposed development, the location of each use and the location of lots, blocks, or other parcels within each area devoted to each use. The project shall be shown as the area proposed to be subdivided and platted as allowed for in this Code. The plan shall indicate:
  - i. Generally, where each type of use will be located in the PUD and the total acreage devoted to each use. Label proposed uses on the plan with the symbol of the most similar zoning classification in the Town Code followed by a hyphen and the letter "P." The Town's planner will determine which of the Town's zone districts are most similar to those zone districts proposed in the PUD.
  
  - ii. Areas designated for residential uses shall indicate the maximum number of dwelling units per gross acre to be permitted for each residential area indicated including sizes of building lots and types of dwelling units anticipated.
  
  - iii. The minimum acreage to be dedicated to common open space, the proposed use and the location of open space.

- iv. Major internal circulation systems, locations of roadways, conceptual location of trails, bicycle paths, etc.
  - v. The acreage and location of areas which will be dedicated for school sites or other public uses.
  - vi. Illustrations of the general character of all proposed uses in the PUD and plans showing the location and size of each use within the PUD.
  - vii. Provision for water, sewer, telephone, electricity, gas and cable television, if applicable.
- c. If the applicant is proposing to create different development standards than those of this code, the application shall include:
- i. Development standards and other restrictions proposed by the applicant to be applied to each proposed use or reference standards in similar zoning districts contained in this code which shall apply to each proposed use in particular areas such as: building setbacks, height limits, access requirements and grade or slope restrictions, special provisions addressing sensitive areas, parking requirements, landscape requirements, street graphic regulations, impervious surface and floor area ratios.
  - ii. Written explanation and graphic material illustrating the consideration that the modified standards will produce, demonstrating how the modifications will produce a living environment, landscape quality and lifestyle equal or superior to that produced by the existing standards.
  - iii. Graphic illustrations and written explanations of how the PUD addresses the specific constraints and opportunities of the site and surrounding area in a superior manner to what might be accomplished without the PUD process.
  - iv. Conceptual building evaluations, sketches and plans illustrating the general character and quality of each type of use in the proposed development.
- d. A regional location map showing the relationship of the site to connecting roadways, public facilities, commercial and cultural facilities and surrounding land uses.
- e. A site map illustrating site boundaries, acreage, existing structures and existing zoning.

- f. A site topographic map showing at least two-foot contour intervals for slopes of 10 percent or less, and five-foot intervals for slopes over 10 percent, major vegetation elements, streams, rivers, ditches, and areas subject to 100-year flooding.
- g. An explanation of the objectives to be achieved by the PUD and a statement of purpose for each zoning district within the PUD.
- h. A development schedule indicating the improvements included in each phase and the approximate dates when construction of the various stages of the PUD is anticipated to begin and be completed.
- i. Copies of any special covenants, conditions and restrictions which will govern the use or occupancy of the PUD. The applicant can impose additional covenants, conditions, and restrictions on any particular area during the subdivision process.
- j. A list of owners of properties located within 300 feet of the boundaries of the PUD and their addresses.
- k. A statement by a licensed engineer which shall provide evidence of the following:
  - i. The proposed water source is adequate to service the PUD;
  - ii. The proposed method of sewage treatment;
  - iii. The general manner in which storm drainage will be handled; and
  - iv. The general manner in which provision will be made for any potential natural hazards in the area such as steep slopes, erosive soils, avalanche areas, landscape areas, floodplain areas and unstable soils.
- l. Easements showing vested legal access for ingress and egress from a public road to the PUD.
- m. Evidence that the PUD has been designed with the consideration of the site's natural environment and the surrounding area and does not unreasonably destroy or displace wildlife, natural vegetation, or unique natural or historic features.
- n. The applicant may submit any other information or exhibits which he/she deems pertinent to the evaluation of the proposed PUD.
- o. Approval of the PUD plan is required prior to development in a PUD district.

