



PLANNED UNIT DEVELOPMENT (PUD) General Development Plan (GDP)

This application for a General Development Plan (GDP) shall only be used if the proposed development is to be constructed in phases. This application is used for the entire Planned Unit Development (PUD) area. The GDP is a plan that sets forth specific zoning requirements and a basis for which all future development of the PUD shall conform. Refer to Chapter 18.41 of the Loveland Municipal Code (LMC) for further information. After receiving GDP approval each phase of the GDP can submit Preliminary Development Plans (PDP) and follow with Final Development Plans (FDP) once approved.

This application is not to be used for a non-phased PUD. Non-phased PUDs skip the GDP application and begin with the PDP application.

APPLICATION CHECKLIST

Applicants must submit the following information with an application for a GDP in order for the application to be accepted. Additional materials, data or studies may be required to facilitate an understanding of the GDP.

Applicants must submit the following information, and verify by checking the adjacent boxes, in order for the application to be accepted. All information must be submitted electronically following the specifications listed in [Development Review Planning and Zoning Application Submittal Instruction Manual](#). Each file must be named according to the naming convention associated with each item.

- 1. Pre-application Meetings**
 - A. Concept Review Meeting held. Date: _____
 - B. TIS scoping meeting held. Date: _____
- 2. Filing Fee**
Complete and submit the Application Fee Worksheet form, showing the fee calculation for the project (refer to the following link: [Application Fee Schedule](#)). Application fees are provided upon verification of the applicable fees by the Current Planning Office.
File Name: **PZ# Fee Schedule.PDF**
- 3. Application Checklist**
File Name: **PZ# Checklist.PDF**
- 4. Application Form** provided in the checklist.
File Name: **PZ# Application.PDF**
- 5. Vicinity Map** identifying the project site within the neighborhood context, including the nearest major cross streets, scale and North arrow.
File Name: **PZ# Vicinity Map.PDF**

- 6. Title Commitment** from a title company or an attorney's letter certifying the landowner and lienholder. This report must be current as of the date of filing.
File Name: **PZ# Title.PDF**
- 7. Project Description** providing an overall summary of the PUD. The description should also demonstrate how the project is achieving the objectives of a PUD as outlined in Chapter 18.41, Section 18.41.020 of the Municipal Code.
File Name: **PZ#Description.PDF**
- 8. Legal Description** provided in a Word document.
File Name: **PZ#Legal.PDF**
- 9. Major Activity Notice (Attachment A)** as required by Colorado State Statutes (if PUD is five acres or more in size).
File Name: **PZ#MANotice.PDF**
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| N/A |
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10. Master Traffic Impact Study unless waived by the Transportation Development Review Division.
File Name: **PZ#TIS.PDF**
If not included, please indicate the reason below:
- 11. Findings Statement** A written response to each of the following items presenting evidence upon which to make the following findings:
File Name: **PZ#Findings.PDF**
 - A. The GDP conforms to the requirements of Municipal Code Section 18.41.050.D.4 to the City's master plans and to any applicable area plan.
 - B. The proposed development will not negatively impact traffic in the area, city utilities, or otherwise have a detrimental impact on property that is in sufficient proximity to the proposed development to be affected by it.
 - C. The proposed development will be complementary to and in harmony with existing development and future development plans for the area in which the proposed development is to take place by:
 - a. Incorporating natural physical features into the development design and providing sufficient open spaces considering the type and intensity of use;
 - b. Incorporating site planning techniques that will foster the implementation of the City's master plans, and encourage a land use pattern that will support a balanced transportation system, including auto, bike and pedestrian traffic, public or mass transit, and the cost effective delivery of other municipal services consistent with adopted plans, policies and regulations of the city;
 - c. Incorporating physical design features in the development that will provide a transition between the project and adjacent land uses through the provision of an attractive entryway, edges along public streets, architectural design, and appropriate height and bulk restrictions on structures;
 - d. Incorporating identified environmentally sensitive areas, including, but not limited to, wetlands and wildlife corridors, into the project design;
 - e. Incorporating elements of community-wide significance as identified in the town image map;

- f. Incorporating public facilities or infrastructure, or cash-in-lieu, that are reasonably related to the proposed development so that the proposed development will not negatively impact the levels of service of the City's services and facilities; and
 - g. Incorporating an overall plan for the design of the streetscape within the project, including landscaping, auto parking, bicycle and pedestrian circulation, architecture, placement of buildings and street furniture.
- D. A description and discussion of all aspects of the GDP that do not comply with the regulations for the comparable zone district in the Municipal Code.

12. Environmentally Sensitive Areas Report. [ESAR Requirements](#) The report must identify and assess the potential impacts on environmentally sensitive areas as defined in the Loveland Municipal Code and describe measures to mitigate any such impacts prepared by a qualified Biologist. Environmentally sensitive areas include, by definition, irrigation canals and ditches, water courses, floodway and flood fringe areas, wetlands, wildlife habitat areas and corridors, mature stands of vegetation, existing slopes over 20%, soils classified as having high water table or being highly erodible, land formerly used for landfill operations or hazardous industrial use, fault areas, aquifer recharge and discharge areas, and other areas possessing environmental characteristics similar to those listed. File Name: **PZ#ESAR.PDF**

13. General Development Plan (24" x 36) Containing the following information:
File Name: **PZ#GDP.PDF**

A. Cover Sheet

1. Name of PUD
2. Land Use Information Table

Residential Use

- Acreage (total, gross, net, and per phase)
- Land use categories (type of residential i.e. single-family, two-family, multi-family)
- Number of units (total, per phase, by type, and including maximum and minimum number of units)
- Gross and net density
- Percentage of minimum open space
- Building height
- Minimum, maximum, and average lot sizes

Other Land Uses

- Acreage (total, gross, net, and per phase)
- Land use categories (type of commercial and or industrial uses)
- Percentage of minimum open space
- Building height
- Floor area ratio (FAR) for non-residential uses only

3. Project Description (same as item 8 above – included on the cover sheet of plan set)
4. Distribution of Land Uses (location)
5. Narrative stating the purpose of the project, implementation strategies, and overall development design concept.
6. Vicinity Map
7. Index of Sheets
8. Signature Blocks (**Attachment B**)

B. Conceptual Site Plan

1. Distribution and intensity of land uses (dwell units per acre (residential) or FAR (non-residential)) over the development site.
 2. Include the proposed phasing plan for how the development site will build out, if applicable.
 3. Show the proposed circulation with the following:
 - a. Overall concept (identify all arterial and major collector roadways).
 - b. Access components (locate on the conceptual site plan all access points and routes for vehicles, pedestrians, and public transportation (i.e. bus stops)).
 - c. Performance standards for arterial, collector, and local streets.
 - d. Include proto-typical cross-sections for arterial, collector, and local streets.
- C. Conceptual Utility Plan** Show the existing and proposed public and private utilities (main trunk lines location and size).
- Water
 - Sewer
 - Storm Drainage
 - Electric
 - Gas
 - Telephone
 - Irrigation Ditches
 - Other (specify)

D. Conceptual Landscape Plan

1. Conceptual Landscape narrative provided describing design intent
2. Landscape improvements including general types of plantings, general types of ground cover, fencing/wall locations, and any accessory landscape enhancements (i.e. statues, amphitheater, water features, picnic areas, and covered structures).
3. Edge treatments including required landscape bufferyards.
4. Arterial and collector streetscape including general types of plantings and ground cover.

- E. Conceptual Drainage Plan** prepared in accordance with the City of Loveland Storm Drainage Criteria. ([Storm Drainage Standards](#)).

F. Conceptual Architecture and Building Elevations

1. Architectural standards and guidelines narrative provided describing design intent.
2. Conceptual or actual building elevations.
3. Conceptual signage elevations.

REQUIRED ITEMS NOT NEEDED WITH INITIAL APPLICATION



14. Public Notice Requirements

- A. **List of Surface Owners** submitted prior to the required mailing. One copy of a list, certified by the Applicant, of the names and addresses of all surface owners of record of all properties that fall wholly or partially within the required distance (refer to Section 16.16.070.E and Chapter 18.05.030) of all boundaries of the property, as the names and addresses appear on the latest records of the Larimer County Clerk and Recorder. This list should be current within one month from the date of the required mailing.

File Name: **PZ# Surface Owners List.PDF**

- B. Affidavits** are required prior to scheduling a Planning Commission and City Council public hearing:
- i. Certifying that the mailing for the neighborhood meeting was conducted at least 15 days prior to the neighborhood meeting, and written notice was given by first class mail. ([Affidavit - Neighborhood Meeting](#) and [Public Hearing and Neighborhood Meeting Notice Letters](#)).
File Name: **PZ# Affidavit-NM.PDF**
 - ii. Certifying that written notice was given, by first class mail, for the Planning Commission and City Council public hearings and a sign(s) posted on the property (in prominent locations) at least 15 days prior to the public hearing. ([Affidavit - GDP](#)) and [Public Hearing and Neighborhood Meeting Notice Letters](#)).
File Name: **PZ# Affidavit-PC.PDF**
 - iii. Certifying that the written notice was given, by first class mail, for the Planning Commission public hearing to all mineral estate owners, if applicable, at least 30 days prior to the public hearing. ([Affidavit – GDP](#) and [Public Hearing and Neighborhood Meeting Notice Letters](#)).
File Name: **PZ# Affidavit-Mineral.PDF**