

USE BY SPECIAL REVIEW PLAN CHECKLIST



This checklist will help to assure that your submitted plan is consistent with Arapahoe County Regulations. On the attached checklist, please check the box when the requirement has been met. When all items are complete, please read and sign the checklist at the bottom, and submit it with your application and submittal materials.

To establish a **Use By Special Review** process and procedure which provides Board of County Commissioner review and approval of certain uses which, although permitted within specific zoning districts, may contradict the purpose of Arapahoe County Regulations, providing for the public peace, health, safety and welfare.



Public Works and Development

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USE BY SPECIAL REVIEW CHECKLIST



Please check off the following items to assure your application is complete.

Applicant

Staff

		Project name, type of proposal (Use By Special Review Plan), legal description of the Plan's land area, date of the drawing, scale and north arrow.
		Vicinity map with north arrow (scale of 1"=2,000' preferred) with an emphasis on the major roadway network within one (1) mile of the proposal.
		The existing zoning of the property, as well as the zoning and residential density of all adjacent properties.
		The geographic location, dimensions, maximum heights and gross floor area of all existing and proposed structure(s), the use(s) to be contained within, and the location of entrances and loading points.
		Chart comparing all of the regulations and requirements of the proposed Use By Special Review Plan with those of the zoning district criteria regarding the proposed use(s), building heights, minimum lot area, gross floor area, gross floor area ratios, setbacks, open space, etc.
		Existing and proposed finished grade topography at two foot (2') contours or less, tied to a datum acceptable to the County.
		All proposed curb cut and driveway locations and dimensions, off-street parking locations, dimensions and total numbers by type (full size, compact, handicap, etc.), and types of surfacing, such as asphalt paving, gravel, etc.
		Public and private utility service lines and/or main lines with appurtenances.
		All walks, open and recreation areas, with a description of these improvements.
		Location of outdoor trash receptacle systems.
		Provision for access by emergency vehicles.
		Location and dimensions of all existing access points on immediately adjacent properties.
		Location and dimension and surface treatment of drainage easements, volume capacity of all drainage ponds, and the size of the outlet restrictor(s).

		An illustrative landscape plan showing locations and general types of all proposed landscaping materials, including fences, walls, planters and any other landscaping features.
		A Signage Plan describing and illustrating the size, location, type and material of all signs.
		Location, type and height of lighting devices.
		Representative architectural elevation plans of all sides of proposed structures which show building heights, colors and general textures of materials to be used on the exterior of the proposed buildings.
		Applicable notes and certifications approved by the County Attorney which regulate the development (Airport Influence Area note, off- site improvements note, etc.).
		Board of County Commissioners signature block.

I _____ state that the above submittal requirements have been provided in completion of the requirements for submission as required by Arapahoe County, and that all documents provided have been submitted in accordance with the requirements and guidelines of Arapahoe County Government.

I also understand that submitting erroneous information or an incomplete submittal may delay the processing of my application.

Signature

Date