



SKETCH PLAN REQUIREMENTS CHECKLIST

Five (5) large format sets of documents (including at least one original with signatures) shall be submitted with the following information:

A Sketch (Site) Plan map of the proposed development: The scale of the sketch map shall not be less than one inch equals 100 feet. The map shall include the name of the subdivision, name of the county, township, range, section and quarter section. In the case of large subdivisions requiring more than one sheet at such a scale, an index map showing the total area on a single sheet at an appropriate scale shall also be submitted. The map shall include the following:

- A vicinity/topography map at a scale of 1" = 2000' that depicts the following:
 - Project location;
 - Topography of the land;
 - Location of the proposed land uses;
 - Approximate location of existing and proposed public & private open space areas;
 - Existing street layout
- A provision for sufficient off-street parking and adequate school bus stops, the latter for school district (Re-2) approval, if applicable;
-
- Significant natural and manmade features on the site, such as streams, lakes, natural drainageways; vegetation types including locations of wooded areas; existing buildings utility lines and easements, irrigation ditches, bridges and similar physical features; and existing development on adjacent property;
- A general statement regarding the proposal for water rights dedication, including the estimate of EQRs per day of water system requirements for proposed subdivision;
- Evidence of legal access from a town street, county road or state highway;
- The property boundaries of the subdivision, north arrow and date map was prepared.
- A conceptual drawing of the lot and street layout indicating the approximate area, number of individual lots, total number of proposed dwelling units, and access to the property.
- Total acreage of the proposed development.
- Existing and proposed zoning district boundary lines.
- General land use divisions including residential types, commercial, industrial, parks, open space and community facilities.
- Type and layout of the water system proposed.
- Type and layout of the sewer system proposed.
- Public use areas proposed to be dedicated to the public, and the purpose of the dedication.

- Existing and proposed street system, of both the tract proposed for development and immediately adjacent land.
- Existing or proposed access points to the development

Additional submittals from the developer requesting sketch plan review, which shall include brief summary statements or attachments as follows:

- Disclosure of ownership, including a certificate from a title insurance company (not older than 90 days) or attorney licensed in the state of Colorado setting forth a legal description of the property, the names of all owners of property included in the sketch plan map and shall include a list of all mortgages, judgments, liens, contracts or agreements of record in Garfield County regarding such property. If the certificate of title discloses any of the above, the owners or holders of such mortgages, judgments, liens, contracts, or agreements shall be required to consent to the application. If the applicant for major subdivision sketch plan is not the property owner, then both the applicant and the property owner shall sign the land use application and be subject to all provisions of the Code.
- A description of the proposed land use(s);
- A statement of the planning objective(s);
- A description of adjoining land use(s) and zoning;
- Existing and proposed zoning of the subject property;
- An estimate of the proposed residential units and/or an estimate of population on square footage of commercial area;
- The name and address of the individual who prepared the major subdivision sketch plan;
- The total area of the parcel;
- A statement as to how the development will be served by utilities;
- A general statement describing the geological characteristics of the land, soils types, slope stability and floodplain information;

After staff has determined the application is complete and scheduled for a public hearing, additional copies of the sketch plan and other appropriate documents will be required.

For Sketch Plan Requirements, please refer to Silt Municipal Code Sections 16.04.020 through 16.04.080