



INITIAL ZONING SUBMITTAL CHECKLIST

Municipal Code
Chapter 16, Sec. 16-90

PO Box 351
50 S Beech Street
Hudson, CO 80642

Phone: 303-536-9311
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Project Name: _____

REVIEW PROCESS
1. Complete Initial Zoning application submitted to Town.
2. Public Notification begins; applicant may be requested to post a sign on the property
3. Referral sent to reviewers.
4. Planning Commission public meeting; may have required plan revisions.
5. Ordinance title publication to Newspaper.
6. Change made to Official Zoning Map.

APP. INITIALS	STAFF INITIALS	DATE	SUBMITTAL REQUIREMENT
			Completed Land Use Application Form
			Review Fee Deposit: _____.
			Written description of the proposed amendment, with maps and graphics if necessary (refer to Land Development Code, M.C. 16-68(b)(6)b. for specifications).
			Legal description of the property.
			Evidence of current ownership, acceptable to the Town Attorney, such as a copy of an updated title policy or commitment, current within thirty (3) days.
			One (1) set of No. 10 envelopes, stamped with first-class postage, with Town's address as the return address, addressed to: owners of property located within five hundred (500) feet of the property. Also, a written statement by the Applicant, indicating the source of all addresses provided.
			Zoning amendment map (refer to Land Development Code M.C. 16-68(b)(6)c. for specifications): 1. One copy of full-size paper map, properly folded. 2. One copy of map, reduced to 11" x 17" 3. One digital copy.
			Additional documents as required.

Comments: _____
