

# Planning Clearance – Type 4



## Commercial projects, Commercial and Residential Site Plans and Change of Use

Building Address \_\_\_\_\_

Parcel No. \_\_\_\_\_

### Owner Information:

Name \_\_\_\_\_

Address \_\_\_\_\_

City/ State/ Zip \_\_\_\_\_

Telephone \_\_\_\_\_

Email \_\_\_\_\_

### Applicant or Contractor Information:

Name \_\_\_\_\_

Address \_\_\_\_\_

City/ State/ Zip \_\_\_\_\_

Telephone \_\_\_\_\_

Email \_\_\_\_\_

Sq. Ft. Existing Bldgs \_\_\_\_\_ Sq. Ft. Proposed \_\_\_\_\_

Sq. Ft. of Lot/ Parcel \_\_\_\_\_

Sq. Ft. Coverage of Lot by Structures & Impervious Surface (Total Existing & Proposed) \_\_\_\_\_

Height of Proposed Structure \_\_\_\_\_

### DESCRIPTION OF WORK AND INTENDED USE:

- Multi Family Home
- Interior Remodel of Multi Family or Commercial building
- Addition or Expansion of Use or Structure
- Change of Use
- Accessory Use/Structure on Commercial lot
- Other (please specify) \_\_\_\_\_

**REQUIRED: This Planning Clearance must be accompanied by the approved Site Plan map and copies of any resolution or ordinance by the Board of Trustees or Planning Commission related to this action. See 'required fees and/ or documentation' on following page.**

## Considerations for Review

Zone \_\_\_\_\_

- Letter of Intent
- Setbacks
- Landscape Plan
- Utility Plan
- Stormwater/ Drainage Plan
- Access/ Parking

- Architecture/ Design/Lighting
- Required Improvements (off site)
- Compliance with Comprehensive Plan, easements, dedications, and Land Development Code.
- On / Off Site Improvements Required<sup>i</sup> \_\_\_\_\_

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### Required Fees and/or Documentation. (Checked items required)

<input type="checkbox"/> Planning Clearance Fee (Commercial Clearance)	<u>Please refer to current fee schedule</u>
<input type="checkbox"/> Planning Clearance Fee (Minor Site Plan)	<u>Please refer to current fee schedule</u>
<input type="checkbox"/> Planning Clearance Fee (Major Site Plan)	<u>Please refer to current fee schedule</u>
<input type="checkbox"/> Plot Plan	_____
<input type="checkbox"/> Property Survey	_____
<input type="checkbox"/> Letter of Intent	_____
<input type="checkbox"/> Minor Deviation	<u>Please refer to current fee schedule</u>
<input type="checkbox"/> Major Deviation	<u>Please refer to current fee schedule</u>
<input type="checkbox"/> Transportation Impact Fee	<u>Please refer to current fee schedule</u>
<input type="checkbox"/> Sewer Tap Fee (# needed _____)	<u>Please submit Utility Request Form</u>
<input type="checkbox"/> Water Tap Fee (# needed _____)	<u>Please submit Utility Request Form</u>
<input type="checkbox"/> School Land Dedication Fee	<u>Please refer to current fee schedule</u>
<input type="checkbox"/> Open Space or Fee in Lieu	<u>Please refer to current fee schedule</u>
<input type="checkbox"/> Development Improvement Agreement	<u>Please see Town Planner</u>
<input type="checkbox"/> Property Deed or Proof of Ownership	_____
<input type="checkbox"/> Storm Water Construction Permit	<u>521 Drainage Authority (970) 263-8201</u>
<input type="checkbox"/> Project Review Master Sheet	_____

Total Fees Due: _____
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**To be Completed by Planning Department**

Useful information for your project can be found in the Palisade Land Development Code in the following sections:

- Residential Use Standards: Section 3.3
- General Development Standards: Chapter 4
- Subdivision and Specific Development Standards: Chapter 5

For more information please refer to the Administrative Handbook on Land Use. Online versions of the Land Development Code and the Handbook are available at: [http://www.townofpalisade.org/town\\_plan.htm](http://www.townofpalisade.org/town_plan.htm).

I hereby acknowledge that I have read this application and the information is correct; I agree to comply with any and all codes, ordinances, laws, regulations or restrictions which apply to the project. I understand that failure to comply may result in legal action, which may include but not necessarily be limited to non-use of the building(s). I acknowledge the accuracy of any site plan provided and further acknowledge that the burden for the accurate placement of any improvements is my sole responsibility.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Planning Approval \_\_\_\_\_ Date \_\_\_\_\_

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<sup>i</sup> According to the Palisade Land Development Code sections 7.7.6 and 7.7.15, dedications and improvements off site may be required. Required improvements will be specified in a Required Improvements (R.I.) form.