



R.V. PARK DEVELOPMENT

Case#: _____ - _____ - _____
Proj. Name: _____ (Fee Agreement)

R.V. is an abbreviation for Recreational Vehicle.

APP.	TOWN
<input type="checkbox"/> Application Fee; CK#: _____; Amt: \$ _____	<input type="checkbox"/>
<input type="checkbox"/> Signed Fee Agreement; CK#: _____; Amt: \$ _____	<input type="checkbox"/>
<input type="checkbox"/> Poudre Fire Authority Development Review Fee of \$ _____	<input type="checkbox"/>
<input type="checkbox"/> Site Plan Prepared by a registered land surveyor or a registered professional engineer, and include as a minimum the following: _ Name, address and telephone number of applicant _ Minimum scale 1" = 100' _ Interest of the applicant in the proposed park _ Location, address and legal description of the entire proposed recreational vehicle park site _ Existing zoning of subject property and all adjacent properties _ Names and addresses of adjacent property owners	<input type="checkbox"/>
<input type="checkbox"/> Engineering Plans and Specifications Prepared by a registered land surveyor or a registered professional engineer: _ Area and dimensions of the entire tract of land _ Land uses occupying the adjacent properties _ Number, size and location of the proposed vehicle sites and other parking areas _ Location, right-of-way and roadway width, and surfacing material of roadways and walkways _ Proposed interior vehicular and pedestrian circulation patterns _ Location of service buildings, sanitary stations and any other existing or proposed structure _ Location of water and sewer lines and riser pipes _ Plans and specifications of the water supply, sewage disposal and refuse facilities _ Locations and details of lighting, electric and gas systems _ Plans for drainage, flood control and landscaping _ Plans and specifications of all buildings planned within the recreational vehicle park _ Letters of review from utility agencies stating whether they can provide services _ Preliminary plat plan drawn on 24 inch by 36 inch sheet size in blue or black ink	<input type="checkbox"/>
<input type="checkbox"/> Master Plan, if construction proposed in multiple stages If development is proposed for construction in a series of stages, a master plan for the development of the entire tract of land must be submitted along with the detailed plans and specifications for the initial stage, as well as any subsequent stages.	<input type="checkbox"/>

Submit documents above with a copy of this form and a completed Land Use Application.

Date Submitted to Town: _____

Application Certification of Completion Town will forward the application to the Planning and Zoning Commission.	<input type="checkbox"/>
Planning and Zoning Commission Recommendation The Commission must make a recommendation to the Town Board to approve, conditionally approve, or deny the application. The recommendation will be based on requirements for R.V. Parks in the Land Use Code 16-10. <div style="text-align: center; margin-top: 20px;"> Decision: _____ Date: _____ </div>	<input type="checkbox"/>
<input type="checkbox"/> Applicant Addresses Planning and Zoning Commission Conditions Applicant will revise the plat based on any Planning and Zoning Commission conditions of approval and submit it to the Town	<input type="checkbox"/>

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<p>Schedule Public Hearing and Complete Public Notification Process The Town Board must schedule a public hearing to review the application based on the R.V. Park review criteria. Town Clerk must publish notice in a newspaper of general circulation. The hearing may be held no less than 30 days from the date of advertising.</p> <p style="text-align: center;">Date of Public Hearing: _____</p>	<input type="checkbox"/>
<p>Town Board Action The plat must be presented to the Board for its review and action. The Board may approve, conditionally approve or deny the application.</p> <p style="text-align: center;">Decision: _____ Date: _____</p>	<input type="checkbox"/>
<p><input type="checkbox"/> Post-approval Process Applicant provides 2 original mylars and 7 black on white, or blue on white, prints of the final plat with supporting documents to the Town Clerk. The final plat must conform to the preliminary plat as approved at public hearings, and must specify all completed changes or alterations of the preliminary plat, including those required by the Board.</p>	<input type="checkbox"/>
<p>Town Records Plat 1 original mylar of the plat will be recorded by the Town Clerk in the Larimer County Clerk and Recorder office. All recording fees must be paid by the applicant / developer.</p>	<input type="checkbox"/>

NOTE: *No construction or development can start until approved by the Town Board and a building permit issued. The Building Official and Town Engineer will inspect each new recreational vehicle park or space/site addition or construction on existing parks to determine compliance with applicable regulations. Occupancy is not permitted and no certificate of occupancy will be issued until the Building Official and Town Engineer have made the determination in writing. The Building Official and Town Engineer have the authority to enter the premises for inspection at any time without notice or approval.*